Position Description

Position	Registered Nurse (RN) Casual
Team / Service	Emergency Department
Group	Medical, ED and MAPU
District	Capital, Coast & Hutt Valley
Responsible to	Nurse Manager (NM)
Children's Act 2014	This position is classified as a children's worker, requiring a safety check including police vetting before commencing and every three years
Location	This position is expected to work from Hutt Hospital Emergency Department. From time to time as part of Variance Response you may be required to work in other areas.

Te Whatu Ora

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well
3. Everyone will have equal access to high quality emergency and specialist care when they need it
4. Digital services will provide more people the care they need in their homes and communities
5. Health and care workers will be valued and well-trained for the future health system

Context

Capital, Coast & Hutt Valley district provides hospital and health services in primary, secondary and tertiary healthcare to a total population base of approximately 445,000 citizens.

We are accountable for meeting the needs of and improving health outcomes for all the constituent populations of our district, and the region more broadly. Together we:

- provide secondary and tertiary, medical and surgical hospital services alongside community based health care
- fund local health providers and work collaboratively with the community to create and support multiple health education initiatives and projects within the region
- deliver health services directly as well as contracting external providers
- provide local, sub-regional, regional and national health services as well as community-based health, rehabilitation and support services.

The majority of the district's population live in Wellington and Lower Hutt. The Māori and Pacific populations of Lower Hutt and Wellington are proportionally similar, with the largest Pacific population in the region in Porirua. Kapiti and Upper Hutt have similar numbers of Māori and Pacific people. Most people are enrolled with a GP near their place of residence, so the increasing focus on community-based healthcare is expected to lead to better health outcomes for these population groups. Hutt Hospital provides secondary and some tertiary, medical and surgical hospital services alongside community based health care from its main facility in Lower Hutt City. In addition to funding local health providers and working collaboratively with the community to create and support multiple health education initiatives and projects, Hutt Hospital is the centre for five tertiary regional and sub-regional services - Plastics, Maxillofacial and Burns Services; Rheumatology; Dental Services; Regional Public Health; and Regional (Breast and Cervical) Screening Services.

Wellington Regional Hospital in Newtown is the region's main tertiary hospital with services such as complex specialist and acute procedures, intensive care, cardiac surgery, cancer care, neurosurgery and renal care. The hospital is the key tertiary referral centre for the lower half of the North Island and the upper half of the South Island.

Te Wao Nui, the Child Health Service for the Wellington Region and Central New Zealand based in the new purpose built children's hospital on the Wellington Regional Hospital campus, supports babies to adolescents with medical conditions or who may need paediatric surgery. It provides both hospital and outpatient services.

Women's Health Services provide tertiary level maternity care in Wellington and Hutt Regional Hospitals and a Primary Birthing Unit in Kenepuru. The provision of services from Women's Health encompass community-based primary LMC care and breastfeeding support, and tertiary level obstetrics, gynaecology, and other specialist services.

Kenepuru Community Hospital and Kapiti Health Centre provide secondary and community services based in Porirua and the Kapiti Coast

MHAIDS is the mental health, addictions and intellectual disability service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. Ratonga Rua-o- Porirua is our forensic, rehabilitation and intellectual disability inpatient unit.

Te Tiriti o Waitangi and Māori Health Outcomes

Māori are the indigenous peoples of Aotearoa. We have particular responsibilities and accountabilities through this founding document of Aotearoa. We value Te Tiriti and have adopted the following four goals, developed by the Ministry of Health, each expressed in terms of mana and the principles of:

Mana whakahaere Effective and appropriate stewardship or kaitiakitanga over the health and disability system. This goes beyond the management of assets or resources.

Mana motuhake Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives, and to live on Māori terms and according to Māori philosophies, values and practices including tikanga Māori.

Mana tāngata Achieving equity in health and disability outcomes for Māori across the life course and contributing to Māori wellness.

Mana Māori Enabling Ritenga Māori (Māori customary rituals) which are framed by Te Aō Māori (the Māori world), enacted through tikanga Māori (Māori philosophy & customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

We will target, plan and drive our health services to create equity of health care for Māori to attain good health and well-being, while developing partnerships with the wider social sector to support whole of system change.

The Vision, Mission and Values from our District

We bring forward and join our values within our district. These will change as we become a team of teams within Te Whatu Ora.

Hutt Valley

Vision
Whanau Ora ki te Awakairangi: Healthy people, healthy families and healthy communities are so interlinked that it is impossible to identify which one comes first and then leads to another.

Mission
Working together for health and wellbeing.

Ō mātou uara – Values
Mahi Pai 'Can do': Mahi Tahi in Partnership: Mahi Tahi Te Atawhai Tonu Always caring and Mahi Rangatira being our Best

Capital and Coast

Vision
Keeping our community healthy and well

Mission
Together, Improve the Health and Independence of the People of the District

Value
Manaakitanga – Respect, caring, kindness
Kotahitanga – Connection, unity, equity
Rangatiratanga – Autonomy, integrity, excellence

District Responsibility

The district leadership have collective accountability for leading with integrity and transparency a progressive, high performing organisation, aimed at improving the health and independence of the community we serve and achieving equitable outcomes for all. The leadership team are responsible for achieving this aim, aligned with our Region, within the available resources, through a skilled, empowered, motivated and supported workforce in line with government and HNZ policy.

Te Whatu Ora is committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Māori cultural practices.

We are committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.

Group Perspective

The Hospital Operations Group is one of six within Capital, Coast and Hutt Valley district's provider services. Services and specialties within the group range from primary to tertiary level with service provision for the district, the central Region and wider Regions. The group operates from three sites across the district including Wellington Regional, Hutt and Kenepuru hospitals.

The key areas of focus for the Hospital Operations Group are:

- To ensure effective patient flow across all sites and regionally
- To provide timely diagnostics and accurate reporting across all Radiology Services
- To maintain a responsive Emergency Department Service which strives to meet clinical demands in a timely manner and in accordance with national KPIs.
- To deliver high quality Intensive Care Services to the local district and the region
- To lead the management of emergency responses at a local level.
- To strengthen a quality and patient safety culture through an effective clinical governance model
- To maintain effective administrative support to all clinical areas
- To develop new models of care to manage hospital demand and flow supporting best use of Inpatient bed resources and to ensure the safe management of people with complex healthcare needs
- To lead expanded collaboration with Hutt Valley and Wairarapa to establish wider regional clinical services.

Team Perspective

Hutt Hospital is a busy 260-bed facility providing secondary services for Lower and Upper Hutt cities. Hutt Hospital is the centre for five tertiary regional and sub-regional services - Plastics, Maxillofacial and Burns Services Rheumatology Dental Services Regional Public Health and Regional (Breast and Cervical) Screening Services.

The Emergency Department (ED) is a Level 4 emergency care facility, managing approximately 80,000 patient presentations each year.

Our services include a 10-bed Minor Injuries Unit and "The Tree Hutt," a specialised distraction therapy area designed to provide a calming and child-friendly space for paediatric patients while they wait for care.

The ED serves a diverse population, with a high proportion of Maori and Pasifika patients, alongside a growing elderly population with complex, long-term health needs. Socioeconomic disparities contribute to increased ED presentations, often involving acute conditions that could have been managed earlier in primary care. Hutt Valley ED sees a greater number of cases linked to chronic conditions, social determinants of health, and barriers to primary care access.

Common presentations include:

- **Trauma:** Accidents and falls are particularly common, given the variety of activities people in the area may engage in, from work-related injuries to road traffic accidents.
- **Medical Conditions:** These are often acute in nature and can cover anything from heart attacks and strokes to severe infections or complications from chronic conditions (e.g., diabetes, asthma).
- **Mental Health Issues:** Mental health crises, such as anxiety, depression, and suicidal tendencies, have been growing concerns for many EDs, including at Hutt, where they often require immediate intervention to ensure patient safety.
- **Paediatric Cases:** The ED also sees many younger patients, especially with illnesses like viral respiratory infections, dehydration, or injuries from play or accidents.

Leadership is provided by the Nurse Manager and Clinical Head of Emergency Medicine, who work in partnership to oversee the department's daily operations and strategic direction of the ED.

The team consists of medical professionals, registered nurses, healthcare assistants, administrative personnel and volunteers (Friends of the emergency department, FEDs)

Hutt Hospital's Emergency Department (ED) teams must remain highly adaptable to the wide range of patient presentations and the diverse demographics they encounter. Given the high proportion of Maori, Pasifika, and elderly patients with complex health needs, the team must be responsive to cultural, social, and medical factors that influence care.

In addition the team are required to stay updated on the latest care techniques and be ready to handle the complexities of their diverse population. This adaptability ensures that Hutt ED delivers effective and compassionate care for all who seek help.

The department is accredited by the Australasian College of Emergency Medicine (ACEM) to provide the maximum two years of advanced training in Emergency Medicine, reflecting its high standards in clinical care and education.

Hutt ED takes pride in its support for advanced nursing roles and offers well-established pathways and educational opportunities to foster professional development. These programs empower staff to grow their skills, advance their careers, and step into leadership positions, ensuring ongoing excellence in emergency care delivery.

Purpose of the role

The Registered Nurse (RN) role is to meet the needs of people and whanau accessing our services using contemporary nursing care which is safe, appropriate and effective. The care is based on comprehensive assessment, ensures continuity, and is person/whānau centred, culturally appropriate and evidence-based. Quality improvement and patient safety is an important part of this role.

All nurses employed by Te Whatu Ora will have Registration with the New Zealand Nursing Council and maintain a current annual practising certificate as a Registered Nurse. Application onto the Hutt Valley district Professional Development and Recognition Programme (PDRP) at competent, proficient or expert level is required. The PDRP is integral in assessing and monitoring the nursing skill levels.

It is the nurse's responsibility to ensure that they attend the generic orientation, yearly core competencies and maintain area-specific competency requirements. They will access policy and procedures and work within the Hutt Valley District nursing and midwifery standards & criteria of care and professional practice.

The RN will respond to the changing needs of the district, performing other tasks as required. The RN is expected to contribute to the implementation of District and nursing goals and values, and to promote Te Whatu Ora – Health New Zealand Capital, Coast and Hutt Valley as a centre of excellence for nursing practice.

Key Accountabilities

The following accountabilities derive from competencies outlined by Nursing Council of New Zealand. Competence is the combination of skills, knowledge, attitudes, values and abilities that underpin effective performance as a nurse.

In this Role Description the terms person or patient are used to refer to those who use health services, who in different settings may be referred to as tangata whaiora, health consumer or client.

Competency	Behaviours
Domain One: **Professional responsibilities** Includes accountabilities for professional, legal, ethical responsibilities and culturally safety. These includes being able to demonstrate knowledge and judgement and being accountable for own actions and decisions, while promoting an environment that maximises patient safety, independence, quality of life and health.	▪ Accepts responsibility for ensuring that their nursing practice and conduct meet the standards of the professional, ethical, and relevant legislated requirements; ▪ Demonstrates the ability to apply the principles of Te Tiriti O Waitangi | The Treaty of Waitangi to nursing practice; ▪ Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by enrolled nurses, nurse assistants and others; ▪ Promotes an environment that enables safety, independence, quality of life, and health for the person and whānau receiving care; ▪ Practices nursing in a manner that the person and whānau determine as being culturally safe.
Domain Two: **Management of nursing care**	▪ Provides planned nursing care to achieve identified outcomes; ▪ Undertakes a comprehensive and accurate nursing assessment of the patient in a range of settings;

Competency	Behaviours
Includes accountabilities related to assessment and managing patient care, which is responsive to the person and whānau needs, and which is supported by nursing knowledge and evidenced based research	▪ Ensures documentation is accurate and maintains confidentiality of information; ▪ Ensures the patient has adequate explanation of the effects, consequences and alternatives of proposed treatment options; ▪ Acts appropriately to protect oneself and others when faced with unexpected responses, confrontation, personal threat or other crisis situations; ▪ Evaluates the person's progress toward expected health outcomes in partnership with them; ▪ Provides health education appropriate to the needs of the person and whānau within a nursing framework; ▪ Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care; ▪ Maintains professional development.
Domain Three: Interpersonal relationships Includes accountabilities related to interpersonal and therapeutic communication with people and whānau, other nursing staff and inter-professional communication and documentation	▪ Establishes, maintains and concludes therapeutic interpersonal relationships with patients and whanau; ▪ Practises nursing in a negotiated partnership with the person and whānau where and when possible; ▪ Communicates effectively with the patient and whānau, and members of the health care team.
Domain Four: Interprofessional health care and quality improvement Includes accountability that as a member of the health care team, the nurse evaluates the effectiveness of care and promotes a nursing perspective within the interprofessional activities of the team	▪ Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care; ▪ Recognises and values the roles and skills of all member of the health care team in the delivery of care; ▪ Participates in quality improvement activities to monitor and improve standards of nursing.
Health and Safety	▪ Ensures that health and safety practice meets the requirements of Health and Safety at work legislation, applies the District policies and processes and contributes to a culture of safe practice.

Key Relationships & Authorities

Reports to:
- Clinical Nurse Manager

Internal to service

- Senior nursing team
- Other members of the nursing and MDT
- Patients / Whānau

Registered Nurse

External to service:

- Chief Nursing Officer/Director of Midwifery
- Nurse Directors
- Workforce and Practice Development Unit
- Learning, development and Research
- Maori and Pacific Health Units
- Disability Team
- Centre of Clinical Excellence
- Other District speciality Inpatient Teams
- District Community Teams
- Student Nurses
- Volunteers
- Other stake holders

Direct reports:

- No direct reports

Capability Profile

Solid performance in the role requires demonstration of the following competencies. These competencies provide a framework for selection and development.

Competency	Behaviours
Team work	▪ Collaborates with fellow team members and work groups to achieve service objectives ▪ Seeks out opportunities to support others in achieving goals ▪ Recognises and respects individual differences ▪ Actively contributes to and accepts consensus decisions
Commitment to Kawa Whakaruruhau	▪ Demonstrates understanding and application of the principles of Te Tiriti O Waitangi | Treaty of Waitangi in nursing practice ▪ Works towards achieving equitable health outcomes for Māori ▪ Supports tangata whenua/mana whenua led change to deliver mana motuhake in the design, delivery and monitoring of health care ▪ Supports Māori oversight and ownership of decision making processes necessary to achieve Māori health equity ▪ Supports the expression of hauora Māori models of care and mātauranga Māori
Equity	▪ Commits to helping all of our people to achieve equitable health outcomes ▪ Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery ▪ Supports the dismantling of policies, procedures and practices that cause inequity ▪ Supports Māori-led responses ▪ Supports Pacific-led responses ▪ Supports Disability-focused responses
Self-Management	▪ Sets high personal standards and strives to achieve goals ▪ Is proactive and displays initiative ▪ Is resilient and able to adapt to change ▪ Understands and acknowledges personal and professional limitations ▪ Ability to work to deadlines to achieve outcomes
Communication/Interpersonal Skills	▪ Demonstrates compassion ▪ Empathises with others and considers their needs and feelings ▪ Actively listens, drawing out information and checking understanding ▪ Communicates information effectively and accurately, both orally and in writing. Adjusts style to the recipients and considers their frame of reference

Competency	Behaviours
Professionalism	▪ Maintain a strict sense of professional ethics, confidentiality and privacy and abide by the District Code of Conduct. ▪ Is aware of professional boundaries ▪ Shows courtesy, respect, caring for people and their whānau in all aspects of nursing practice
Flexibility	▪ Ability to flex within the scope of Registered Nurse practice to meet the changing needs of people and their whānau and the population ▪ Responds positively and collegially, to requests for help from other team members

Experience and Capability

Essential Professional Qualifications / Accreditations / Registrations skills and experience:

- Registration with Nursing Council of New Zealand (NCNZ)
- A current Annual Practicing Certificate (APC) and scope appropriate to place of work
- Demonstrates an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in the nursing role
- A commitment to achieving equitable outcomes for Māori
- A personal commitment to on-going learning and development including attainment/maintenance of PDRP
- NZRC advance level 6 / Australasian Triage Qualification (not essential)

Someone well-suited to the role will place a high value on the following

- Commitment to Te Tiriti o Waitangi
- Living the District values
- Respect and collaboration in practice
- Delivering an exemplary standard of care
- Practice informed by research evidence
- Innovation and critical thinking
- Commitment to sustainable practice

Ma tini, ma mano, ka rapa te whai
By joining together we will succeed