

Position Title: **Registered Nurse Patient Support Unit**

Campus: Grampians Health
Directorate: Chief Operating Officer Hospitals
Department: Surgical and Procedural Services
Reporting to: Project Coordinator Patient Support Unit
Direct Reports: nil

Appointment Terms/Conditions:

Classification and Code: Clinical Nurse Consultant A-B depending on years of experience as a Clinical Nurse Consultant (CAPR 3 - ZF4-ZJ4)

Time fraction (hr/wk): As per employment contract

Enterprise Agreement: Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement

ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021, bringing together Edenhope and District Memorial Hospital, Stawell Regional Health, Wimmera Health Care Group and Ballarat Health Services as one united health service. More information can be found at www.grampianshealth.org.au

Our purpose is to provide high quality and accessible health care services in each of the communities we serve. We currently service the healthcare needs of more than 250,000 Victorians and we employ more than 6,300 people across 21 campuses and sites with an annual operating revenue of over \$700m.

Collaboration	Compassion	Accountability	Respect	Innovation
<i>We are stronger together.</i>	<i>We show that we care.</i>	<i>We do what we say and say what we do.</i>	<i>We appreciate and value all people.</i>	<i>We adapt and innovate to achieve best outcomes.</i>
Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness and empathy.	Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

POSITION PURPOSE

The primary purpose of the Registered Nurse in the Patient Support Unit (RNPSU) is to provide the clinical oversight and expertise as required in the PSU. This role will be heavily involved with the booking office and the specialist outpatient clinics at Grampians Health to enable patients from the region to access surgery and specific patients to be suitably prepared for major surgery in relation to the Enhanced recovery after surgery (ERAS) program.

KEY ACCOUNTABILITIES

- Identify, support and engage with stakeholders to support the rapid prioritisation and assessment of patients on planned surgery waiting lists across the Grampians region.
- Inform reporting against measures as required by the Project Coordinator.
- Build and maintain positive relationships with internal and external stakeholders to ensure engagement in the program of work to facilitate a partnership approach.
- Provide support, assessment and management to individuals and carers, to facilitate access, assessment, care planning, delivery, evaluation, and discharge, in a collaborative approach to meet individual needs.
- Participate in service delivery audits and implementation of required changes to improve patient outcomes.
- Provide relevant resource material and education to patients/clients and families regarding planned procedures.

KEY SELECTION CRITERIA

Essential:

- Registered Nurse Division 1, registered with AHPRA with more than 5 years' experience
- Demonstrated excellent communication skills
- Ability to engage with varied stakeholders both internal and external
- An understanding of administrative and clinical workflows as they relate to patient flow and access to planned surgery
- Ability to work independently and escalate issues as required

Desirable:

- Knowledge and understanding of the ERAS program and associated reporting
- Excellent computer skills

ORGANISATIONAL REQUIREMENTS

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework.
- Participation in the Grampians Health integrated quality improvement and risk management systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague.
- You must ensure that the affairs of Grampians Health, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.

- All team members must adhere to infection control policies and procedures, together with any State and/or Commonwealth Government Covid19 rules, protocols and orders.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary an NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

OTHER RELEVANT INFORMATION

- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected by their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An annual performance review will occur with your Manager. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.