



POSITION DESCRIPTION

Position Title:	Clinical Nurse Consultant - Urogynaecology
Award Classification:	Clinical Nurse Consultant C ZA7 (Year 1) / ZA8 (Year 2)
Award / Agreement Name:	Nurses and Midwives (Victorian Public Sector) Single Interest Employer Agreement 2024-2028
Position Reports to:	Deputy Director Operations, Women and Children, Angliss, Blackburn and Yarra Ranges Health

EASTERN HEALTH – HEALTHIER TOGETHER

Eastern Health is one of Melbourne’s largest metropolitan public health services. We provide a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care, community health and statewide services to people and communities that are diverse in culture, age and socio-economic status, population and healthcare needs

Our promise

Healthier together



1. POSITION PURPOSE

The Purpose of the role is to provide clinical coordination and leadership to patients and staff engaged in the Urogynaecology Clinics.

This is a position of clinical leadership and accountability that aligns with Eastern health's Clinical Governance and Operational management Structures.

The Clinical Nurse Consultant works with the Urogynaecology team to provide effective coordination, and effective Management of the designated patients in line with the relevant program and Eastern health Strategic directions.

This position provides clinical leadership through support and education to consumers/clients and staff within Urogynaecology Clinics. The Clinical Nurse Consultant, forms part of the team responsible for patient centred, high quality clinical care, and with the support of their Director of Nursing/Midwifery, ensure that professional standards, codes and behaviours that are legislated through Nursing & Midwifery Board of Australia (NMBA) and Eastern Health (EH) standards, policies and guidelines are upheld.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour, and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

- Provide clinical expertise, specialist advice and support to consumers across the Urogynaecology clinics.
- Educate consumers experiencing pelvic floor and bladder dysfunction in conjunction with the multidisciplinary team.
- Engage with and support urodynamic studies and pessary clinics.
- Collaborate as a part of a multidisciplinary team to achieve optimal outcomes for consumers experiencing urogynaecology concerns.
- Advise on the development and implementation of gynaecology clinical guidelines, including the development of clinic policies and procedures.
- Triage urogynaecology referrals to ensure appropriate and efficient use of available clinics.
- Oversee healthcare programs and services in the urogynaecology stream.
- Oversee clinic operational functions, including follow up of results.
- Manage patient records ensuring confidentiality and accurate documentation.

3. SAFE PRACTICE AND ENVIRONMENT

Eastern Health is committed to provide and maintain a working environment for all staff that is safe and without risk to health.

Required to take care of their own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace.

Recognise and alleviate potential risk which may jeopardise your health, safety and wellbeing.

Understand responsibilities and accountabilities to yourself and others in accordance with OH&S

legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines.

Identifies and reports all clinical and OHS incidents and near misses, particularly those related to Occupational Violence, Manual Handling and Slips, trips and falls.

Required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensations (WIRC) Act 2013.

Implements harm minimisation strategies for at-risk individuals.

Treats all employees of the organisation with respect and dignity and without discrimination or harassment.

Occupational Health and Safety

Eastern Health is committed to providing and maintaining a working environment for all staff that is safe and without risk to health. All staff are to take care of their own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines. This includes staff reporting of all clinical and OHS incidents and near misses, in particular those related to Occupational Violence, Manual Handling and Slips, trips and falls.

Staff are required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensations (WIRC) Act 2013.

4. TRAINING AND DEVELOPMENT

Relevant, practical and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem-solving approach and to be competency based.

You are expected to participate in the personal development process on an annual basis.

5. QUALITY

As a staff member of Eastern Health, staff are required to comply with Eastern Health performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards and accreditation standards.

As a staff member employed by Eastern Health services, you must have and maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the

organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice.

You are responsible for ensuring safe high-quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the EH approach to patient and family centred care.

6. CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2001.

7. EQUAL EMPLOYMENT OPPORTUNITY

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour, and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

8. PERFORMANCE DEVELOPMENT

A Performance Review, that includes agreed targets, will occur three (3) months from commencement and then annually based on the duties and responsibilities outlined in this position description. This is an opportunity to review personal and the allocated work unit's service performance, facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of ongoing self and allocated work unit's service development.

9. EASTERN HEALTH'S PROMISE

Our promise to our communities, patients, consumers and staff is that we will be **HEALTHIER TOGETHER**. Bolder than a vision for the future, our promise calls us to action. We know that working together is the only way we can achieve what is necessary for a healthier future.

Our values are ones in action and are the behaviours that matter most.

- Respect for all
- Safe always
- Partnering in care
- Learning and improving everyday

Learning from the challenges of the past and looking to the future, we understand that we are building towards a more engaged, more reliable, always safe health service in partnership with our people to improve every day.

10. ATTACHMENTS

- Attachment 1 Key Selection Criteria

11. NOTE

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.

Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Eastern Health Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity and Confidentiality.

Vaccination against infectious disease is a mandatory requirement of this role. An offer of employment is conditional on you providing evidence that you are currently vaccinated against COVID-19, prior to commencing employment.

Signed: _____

Date: ____/____/____

Manager

INCUMBENT STATEMENT

I _____ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____

Date: ____/____/____

ATTACHMENT 1

KEY SELECTION CRITERIA

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Essential

- Current Nursing Registration with the Australian Health Practitioner Regulation Agency (AHPRA).
- Compliance with Nursing and Midwifery Board of Australia (NMBA) standards.
- Previous clinical experience and specific interest in Urogynaecology.
- Understanding of National Safety and Quality Health Service Standards requirements for Accreditation.
- A strong commitment to high quality care and clinical safety.
- Ability to work as part of a diverse team and promote strong interdisciplinary collaboration.
- Commitment to shared decision-making processes and engaging consumers in their care.
- Ability to advocate for diverse and vulnerable consumer groups.
- Excellent communication and organisational skills.
- Commitment to ongoing professional development.

Desirable

- Post Graduate qualification in a field with direct relevance to the Urogynaecology stream.
- Proven experience in a clinical leadership role.
- Experience and interest in using improvement methodology to drive positive change.

Aboriginal & Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2023 – 2026 was released in February 2023. With a strong focus on cultural safety and belonging, actions included in the Workforce Plan provide practical supports for all Aboriginal and/or Torres Strait Islander staff.

An Aboriginal Employment Coordinator is available to ensure each person has culturally safe and positive employee experiences which foster belonging and access to diverse experiences and career pathways. Should you require further information regarding this position or support to complete an application, please contact the Recruitment Manager for this position or Eastern Health's Aboriginal Employment Coordinator at Aboriginal.Workforce@easternhealth.org.au