

Eastern Health

POSITION DESCRIPTION

Position Title:	Nurse Practitioner – Adult Access Mental Health
Award Classification:	NP61/RPN 6
Award / Agreement Name:	Victorian Public Mental Health Enterprise Agreement 2024 - 2028
Position Reports to:	Operationally to Access Service Manager Clinically to the Clinical Director of Access Professionally to Director of Nursing Mental Health Program

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



1. POSITION PURPOSE

The Nurse Practitioner in Adult Access Services is a registered nurse who is authorised to function autonomously and collaboratively in an advanced and extended role. The Nurse Practitioner role includes assessment and management of consumers using nursing knowledge and skills which may include, but not limited to, the direct referral of consumers to other health care professionals, prescribing medications and ordering diagnostic interventions. The Nurse Practitioner will have strong knowledge of working in the community setting with family inclusive practice a core element of their care.

The Nurse Practitioner role is grounded in the nursing professional values, knowledge, theories, practice and provides innovative and flexible health care delivery that compliments other health care providers. The scope of practice is determined by the context in which the Nurse Practitioner is authorised to practice, according to the Nursing & Midwifery Board of Australia (NMBA) competency and accreditation standards and is articulated in a specific model of care.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

- Performs comprehensive consumer assessments and demonstrate skill in the diagnosis and treatment of acute and chronic illness within the specified scope of practice.
- Practices within a clinical framework that is evidence based, relevant, current and is in accordance with the ANMC competency standards and departmental policies and procedures.
- Recognises limits to practice and consults appropriately.
- Facilitates consumer access to appropriate interventions and therapies.
- Ensures all consumers, residents, visitors and staff are treated in a courteous and non-discriminatory manner. Provides an efficient and customer focussed service.
- Acts as a positive role model, providing expert nursing knowledge to the multidisciplinary team and will be accountable and responsible for advanced levels of decision making.
- Is the key driver of effective and timely communication with consumers, carers/ families, team members, program leads, other EH departments and the public, to guide and achieve optimal consumer/ performance outcomes.
- Ensures personal compliance with relevant Acts, Agreements and Eastern Health Directions, Policies, Procedures, Staff Handbook and Code of Conduct.
- Ensures patient safety is maintained through implementation of collaborative proactive strategies.
- Demonstrates advanced knowledge of human sciences and extended skills in diagnostic reasoning.
- Demonstrates comprehensive understanding of specific pharmaceuticals and diagnostic tests related to specified area of practise.
- Orders investigations and prescribes medications and other treatment and ensures ongoing follow up occurs, within scope of practice and model of care.
- Be able to work autonomously and collaboratively within the multi-disciplinary team.
- Demonstrates a commitment to organisational change.
- Ensures ongoing performance excellence is monitored, reported and sustained.
- Actively participates in all required Eastern Health operational, professional and systemic committees or meetings.
- Oversees clinical handovers and reviews as required, ensuring consistency of service response and clinical follow-up requirements are identified and implemented including escalation of any important issues or risks.

- Provides expert advice and innovative options/solutions in areas of complex clinical care to the team and to consumers and carer.
- Possesses extensive specialist clinical knowledge and skills to mentor staff and influence others to adopt high standards of best practice, ethical and legal conduct which is modelled in own actions and decisions.
- Works with the Access Service Manager and Clinical Director to ensure that Recovery oriented practice and safety planning are role modelled and practiced within the team.
- Support the senior clinicians and wider team to ensure clinical competency and professional development now and into the future.
- Demonstrate relevant family violence practice according to allocated responsibility level in the mental health program workforce mapping tool. This aligns with the Multi-Agency Risk assessment and Management (MARAM) Framework, the Family Violence Information Sharing Scheme (FVIS) and Child Information Sharing Scheme (CISS) legislative requirements and related Eastern Health guidelines
- Undertakes the development of professional practice including participation in and promotion of evidence based practice and research.
- Maintains competencies by ensuring clinical audits and presentation of monthly case studies to relevant stakeholders.
- Participates in education of nursing staff and other health professionals through role modelling and facilitating the exchange of knowledge.
- Leads policy and procedure development in consultation with key stakeholders.
- Initiates and maintains models of care for defined scope of practice.
- Actively leads quality improvement processes.
- Ensures compliance with Eastern Health Nurse Practitioner Framework specification for non-clinical time is achieved (80% clinical 20% non-clinical) with mutual discussion within clinical area of work.

3. SAFE PRACTICE AND ENVIRONMENT

Occupational Health and Safety

Eastern Health is committed to provide and maintain 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.

- Maintains continuing professional development relevant to context of practice each year, in compliance with minimum hours set by the Nursing and Midwifery Board of Australia.
- Engages in own individual clinical supervision, provides effective clinical supervision to others, and promotes reflective practice in order to achieve optimal consumer and family outcomes.
- Provides clinical supervision to RPN4 / Allied Health equivalent clinicians, as well as coaching, support and formal performance feedback to ensure clinical competency and professional development now and into the future.
- Represents and promotes Eastern Health and the Program/stream of care at internal and external forums, conferences and events and share knowledge for the betterment of the health industry generally.
- Participates in the relevant Professional Leadership Groups.
- Leads and promotes research and critical analysis in order to ensure service and nursing practice benchmarks are achieved.
- Evaluates current research and coordinate with key stakeholders to implement change processes to reflect research findings to ensure evidence based practices are foremost in the model of care.
- Be accountable for the standards and outcomes of practice within the program and for addressing practices that are not consistent with policies, standards, procedures and evidence-based research.
- Contributes to the development, implementation and monitoring of Improvement and Innovation Plans (IIPs).
- Drives service improvement and analyses systems / processes to ensure these are effective and efficient.
- Reviews current service model of care and liaises with key stakeholders to develop a model of service for future service needs.
- Ensures compliance with ANMAC and speciality practice standards.
- Accepts responsibility for continuing professional development.
- Assists in orientation of new staff and Nurse Practitioner candidates by ensuring clear understanding of role and responsibilities of the Nurse Practitioner.
- Continues to work closely with Professional mentor to reflect upon and further develop clinical and leadership capacity.
- Accountable to the operational reporting manager to demonstrate the effective and efficient use of resources in line with agreed budgetary parameters and performance targets.

The following link provides information on the endorsement process and standards for Nurse practitioners.

<http://www.nursingmidwiferyboard.gov.au/Codes-Guidelines-Statements/Codes-Guidelines/nurse-practitioner>
<http://www.nursingmidwiferyboard.gov.au/Codes-Guidelines-Statements/Codes-Guidelines/nurse-practitioner-standards-of-practice.aspx>

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 on the basis of 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 on-going 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

Qualifications

- Registered Nurse with the Nursing & Midwifery Board of Australia (NMBA), with no conditions of registration relating to unsatisfactory professional performance or unprofessional conduct.

- Completed degree of Masters of Nurse Practitioner or equivalent Clinical Masters degree, as deemed appropriate by Nursing and Midwifery Board of Australia via AHPRA, including the Therapeutic Medication management module.
- Endorsement as a Nurse Practitioner on the National Register via the NMBA.

Experience:

- Minimum of 7 years' experience as a qualified Registered Nurse in a range of clinical mental health settings

Knowledge and skills

- Advanced interpersonal, communication and networking skills.
- Proficient written and computer literacy skills.
- Demonstrated ability to work both autonomously and collaboratively as part of a multi-disciplinary team.
- Broad based knowledge of professional issues in nursing and a good understanding of health care systems and future trends.
- Evidenced contribution to nursing professional and practice development.
- Extensive and recent experience in clinical specialty.
- Advance level of therapeutic management skills.
- Demonstrated excellent collaborative, leadership, teaching, and interpersonal skills.
- Ability to evaluate practice at an advanced level.
- Victorian Driver's licence.
- Experience in nursing research and research skills.

Personal Attributes

- Exhibits behaviour which reflects the Eastern Health values.
- Promotes and contributes to a supportive and engaged team environment.
- Commits to providing a safe environment for all.
- Respectful, collaborative and kind.
- Innovative, resourceful and adaptive to change.

Aboriginal & Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2023 – 2026 has recently been released. 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

