

POSITION DESCRIPTION

Position Title:	Enteral Therapist Clinical Nurse Consultant
Award Classification:	Registered Nurse – Clinical Nurse Consultant C
Award / Agreement Name:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Position Reports to:	Operationally to the Deputy Director Operations, Specialty Medicine Professionally to the Director of Nursing, Maroondah Hospital / Medicine Program (Acute)

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 teams are invested in creating a friendly and supportive environment that is safe and welcoming, where together we can deliver the best health care experiences and outcomes. Eastern Health provides a safe environment for children and young people who are in our care, abiding by all legislative requirements.



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.

1. POSITION PURPOSE

The Enteral Therapist Clinical Nurse Consultant (CNC) is a senior nurse who provides expert, patient centred care, education, support and coordination for patients in the Integrated Percutaneous Gastrostomy (PEG) Outreach Service (IPOS).

IPOS is a service managed by the CNC and broader multidisciplinary team which offers follow-up clinical management and troubleshooting of stoma and feeding tube issues, including the replacement of feeding tubes. This service is provided to Eastern Health inpatients and post-discharge in the community. Telehealth reviews and visits to the client's home are provided depending on the clinical need.

This CNC role includes pre-assessment, patient education, post-operative care, site maintenance, and monitoring for complications. The CNC, as part of the specialist team, actively leads clinical nursing service delivery and collaborates with the multidisciplinary team to consider clinical quality and risk, service performance and care standards within the area of expertise.

The CNC will ensure models of care are contemporary, evidence based and meet the needs of our patients. This entails review of nursing scope of practice to meet service need and where opportunities are identified apply for expanded scope of practice at EH. In addition, undertakes related quality projects including service improvement activities, and research and development activities.

The CNC is responsible for supporting and providing training and in-service education to nursing staff (both inpatient wards and outpatient services) who care for patients with feeding tubes. The CNC is required to become a clinical nursing resource and clinical advisor to the specific clinical team and wider Eastern Health service provider, and at all times working within the professional standards, codes and behaviours that are legislated through the Nursing Midwifery Board of Australia (NMBA), other relevant professional bodies and Eastern Health Policy, Standards and Practice Guidelines.

The CNC will participate in and support strategic initiatives that work toward meeting the needs of Eastern Health as whole, such as meeting National Safety and Quality Health Service Standards and achieving the Eastern Health Strategic Plan.

The role in conjunction with the other stakeholders such as Medical, Speech Pathology and Dietitians provides oversight of all aspects of the care for patients in the IPOS service, which includes but not limited to:

- Accept referrals across Eastern Health for all patients being considered for enteral feeding tubes (now referred to as tube(s)) insertion or new patients referred with existing tubes from other Health services, the community, Residential Aged Care or Supported residential facilities
- Provide pre-assessment of all patients being considered for entering feeding tube using Sheffield score guide (or a like validated tool) and policy guidelines to make evidence-based recommendations on care options.
- Attend Multidisciplinary meetings for patients/families making recommendations for the suitability of tube insertion or other care options including Palliative care as an alternative to enteral feeding to facilitate patient/family informed decision making
- Participation in discussing, planning and documenting advanced care directives
- Ensure patient and family carers understand the risks and benefits of enteral feeding prior to tube consent being obtained, as appropriate.
- Provide education and clinical assessment for the patient and organisations to assess changes in clinical condition and meet patient needs in collaboration with the Home Enteral Nutrition dietitian
- Liaises with Medical and allied health teams to provide support during and after the decision making process
- Patient/carers education including acute care follow up in hospital to provide patients and family's education on stoma care, tube care, medication administration and delivery technique of enteral feeds (as prescribed in enteral feeding plan) and follow up education in the community as required.
- Maintenance of the tube database to ensure the status of all patients is current, including any adverse outcomes or complications.
- Contemporaneous documentation of all visits, interactions, education in EMR / CPF and if required on the database to ensure continuity of care.
- Home visits and reviews in the community to address all aspects of patient care, Including stoma care, wound breakdown due to bacterial infection or fungal colonisation, gastric leakage.

- Provide education (both ad hoc and scheduled inservice sessions) and clinical support to Eastern Health Clinical staff
- Support the credentialing process of other staff at EH as appropriate.

The CNC will be responsible for monitoring, reporting of KPIs/ data and developing strategies to address gaps and / or identify opportunities to improve the service. The KPIs will be reviewed periodically and redefined as required to ensure they are contemporary and evolve with any changes in the service

These include, but are not limited to:

- Number of new patients admitted / discharged from the service
- Number of patients assessed, scores and decision outcomes.
- Number of home visits / patient education conducted each month
- Number of tube changes performed and location (eg home, hospital)
- Conduction and documentation of post discharge follow up phone reviews within 1 week post discharge.
- Monthly monitoring and reporting of complications rates, themes and strategies to address as required
- Number of patients presenting to emergency department, themes and strategies to address as required
- Inservice education for wards – minimum 4 per annum
- Annual written review of existing equipment including clinical appropriateness and cost effectiveness of currently used devices for initial PEG and Gastrostomy tubes, with comparison of alternative equipment available.
- Maintaining a list of credentialled EH staff
- Annual review of tube related patient information and as required resubmission through appropriate committees

To support patient, care there may be the need on occasion and within reason, for flexibility of days of work and hours (start / finish times) depending on patient availability e.g. home visits, family meetings.

MAJOR DUTIES AND/OR RESPONSIBILITIES

1.1 Respect for All

- Treats all patients, clients, residents, visitors and staff in a courteous and non-discriminatory manner with a focus on continually improving the patient experience.
- Acts as a role model and mentor for staff in promoting professional values and ethics in clinical practice. Influences others to adopt high standards of ethical and legal conduct, which is modelled in own actions and decisions.
- Demonstrate sensitivity, empathy and respect for the customs, values and spiritual beliefs of others at all times.

- Provides efficient and customer focused care delivery commensurate with senior status and role.
- Delivers safe, high-quality care and education at an advanced level, including the monitoring of side effects.
- Delivers clinical practice in accordance with the philosophy, intent and standards prescribed by:
 - The Nursing and Midwifery Board of Australia (NMBA)
 - Eastern Health policy, standards and guidelines
 - Australian Nursing and Midwifery Council (ANMAC) Code of Ethics for Nurses in Australia, Code of Professional Conduct for Nurses in Australia including appropriate levels of supervision and delegation.
- Demonstrates an understanding of the Registered Nurse /Midwife role and responsibility when delegating and supervising other nurses /midwives, including enrolled nurses and students.
- Promotes a culture of optimism, innovation, encouragement, learning and creativity.
- Demonstrates flexibility in practice to improve the efficient delivery of care

1.2 Safe Always

- Advice, management and follow up of patients as appropriate to reduce non-attendance at appointments or increase compliance with management plans
- Keeps abreast of research and evidence based practice to evaluate / modify / develop new nursing models of care
- Supports and promotes personal and Department compliance with relevant Acts (including the Safe Patient Care Act), Agreements and Eastern Health Directions, Standards, Policies, Practice Guidelines, and EH Staff Code of Conduct.
- Leads implementation of nursing specific best practice standards in area of clinical practice.
- Addresses practices that are not consistent with agreed standards, practice guidelines and evidenced based practice. Seeks to facilitate, empower and support staff to work to an acceptable practice within the Department, mitigating performance gaps as required.
- Leads and promotes the engagement of nurses in the Eastern Health Nursing and Midwifery Practice Guidelines.
- Supports capability growth of self and department staff in areas such as the incident, policy and risk management systems and their clinical application.
- Implements harm minimisation and risk assessment strategies for at-risk individuals.
- Supports and promotes staff understanding of the Departments performance against the National Safety and Quality Health Service Standards or the Aged Care Quality and Safety Accreditation Standards.

1.3 Partnering in Care

- Manage the care of all IPOS service patients in collaboration with the multidisciplinary team.
- Delivers effective and timely communication with patients, team members, program leads, other Eastern Health departments and the community to guide and achieve

optimal patient/ performance outcomes.

- Works collaboratively with the manager and team, to develop and implement systems, processes and projects required to ensure efficient, effective and responsive patient/client/resident (hereafter referred to as the patient) centred care within the allocated Department in line with the organisation's strategic direction.
- Works collaboratively with the manager and team to support timely and effective patient flow through the Department and liaises with all relevant departments to ensure patient access, flow and discharge planning initiatives are implemented at the unit level and in compliance with relevant legal and professional standards.
- As required and/or delegated, oversees and/or supports new initiatives to ensure the patient's engagement with Eastern Health is appropriate to best practice in clinical care, including length of stay, internal and external referral process and discharge planning.
- Supports and facilitates linkages with external partners in care across the patient journey to minimise risk, duplication of service and service delivery delays.
- Supports and promotes systems and processes in place for patients and families to have the opportunity to be involved in their care.
- Works with the manager and team to ensure that consumer feedback is received in an environment of willingness to improve and works with the team to meet stakeholder expectations of service standards and respond to any identified deficits.
- Strategies are in place to monitor and evaluate the safety and quality of patient care, patient satisfaction and clinical practices and processes

1.4 Learning and Improving Everyday

- Possesses current, advanced, specialist clinical nursing knowledge and skills, and applies these skills to lead the nursing role within the specialist clinical team.
- Demonstrates clinical nursing expertise in the provision of clinical care within a consulting role to both internal and external customers.
- Initiates and promotes innovative clinical nursing practice within the team setting.
- Demonstrates an ongoing commitment to sustaining and strengthening performance and accountability within the program or site.
- Evaluates service delivery against comprehensive knowledge of anticipated outcomes.
- Is responsible for the timely completion of necessary statistical data, including entry, to support financial recuperation, as appropriate and/or delegated.
- Organises programs and/or special projects, as required and/or delegated.
- Supports the senior nursing//health team and wider multidisciplinary team with timely and effective communication with healthcare personnel to guide and achieve optimal patient/ performance outcomes.
- Participates in quality or practice improvement initiatives at local level &/or contributes to or leads quality or practice improvement initiatives at program or organisational level.
- Leads development, delivery and evaluation of educational materials for the consumer, nursing/midwifery colleagues and novices and the wider multi-disciplinary team.
- Provides formal and informal education at unit or program level. Plans and conducts teaching sessions, encouraging participation and reflection on practice and experience.

- As appropriate, contributes feedback to higher education partners regarding student performance & course content.
- Evaluates clinical practice against research evidence & identifies areas for practice improvement, highlighting gaps in research evidence.
- Promotes and supports a culture of continuous service improvement, contributes to quality improvement, education, and research projects, within the area of practice
- Undertakes research and critical analysis in the area of clinical nursing expertise and provides evidence to nursing and other health teams to ensure service and nursing practice benchmarks are achieved.
- Demonstrates an ability to initiate, implement and evaluate research, encourage nursing / midwifery staff to participate in research and significant quality projects/activities.
- In conjunction with the research team, mentors & supervises clinical champions in research or practice improvement activities.
- Disseminates research findings through publication &/or conference presentations in conjunction with research teams. Makes recommendations within the team setting for actioning research results as appropriate, including contribution to development of a research proposal, grant applications, completion of an ethics application, data analysis & report writing.
- Maintains strong links with Eastern Health key stakeholders, particularly the Learning and Teaching Directorate and Research and Ethics from within the EH Institute.
- Acts as a nursing/midwifery resource person to others in relation to clinical practice, including communication with relevant community and or professional bodies in relation to area of clinical expertise.
- Act as an ambassador for EH when communicating at local and national professional forums.
- Demonstrates strong mentoring skills within the nursing and multidisciplinary team and supports succession planning.
- Contributes to the development and review of Standards and Practice Guidelines in line with the area of clinical expertise.
- Actively participates in development of a performance development plan that is reviewed annually with their clinical and professional supervisor/manager and is measured against and complies with the specific competencies, NSQHS Standards, NMBA professional standards and codes of conduct, EH Nursing Midwifery Domains of Practice and EH values.
- Models a commitment to continuing professional development and life-long learning.

2. 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 Compensation (WIRC) Act 2013.

3. 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.

4. 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.

5. 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.

6. 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.

7. 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.

8. EASTERN HEALTH'S PROMISE

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9. ATTACHMENTS

- Attachment 1 - Key Selection Criteria
- Attachment 2 - EH Nursing & Midwifery Domains of Practice Professional Framework

10. NOTE

Prior to accepting any offer of employment, prospective employees will be required to undertake a National Criminal Check/ working with children or NDIS Screening check as applies to their specific role.



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. Staff employed by Eastern Health may, by negotiation, be required to work at any campus or facility of Eastern Health.

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.

Healthcare workers are strongly recommended to follow COVID vaccination recommendations provided in the Australian Immunisation handbook (based on ATAGI advice). Seasonal vaccination against influenza is a mandatory requirement of this role and employment is conditional on this being up to date prior to employment.

INCUMBENT STATEMENT

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

Signed: _____

Date: ____/____/____

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

FINAL

KEY SELECTION CRITERIA

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Award Classification:	Registered Nurse – Clinical Nurse Consultant C
Award / Agreement Name:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Position Reports to:	Operationally to the Deputy Director Operations, Specialty Medicine Professionally to the Director of Nursing, Maroondah Hospital / Medicine Program (Acute)

Essential:

- Bachelor of Nursing or other recognised equivalent formal qualification leading to condition-free registration in Australia
- Registration with the Nursing and Midwifery Board of Australia (NMBA) via AHPRA
- Minimum of 5 years experience in an acute setting
- Member of a professional body such as Australian College of Nursing / Gastroenterological Nurses College of Australia (GENCA)
- Ability to work at all campuses at Eastern Health and flexibility of days / start and finish times to suit the needs of role / service.
- Excellent communication skills written, verbal and interpersonal
- Demonstrated ability to work as an effective member of a multidisciplinary team
- Demonstrated ability to meet deadlines and role related monitor KPIs
- Demonstrated commitment to quality improvement activities and ability to demonstrate improvement strategies

Desirable:

- Post Registration or Post Graduate qualification or further study in a relevant clinical or academic field or working toward
- Experience in Gastroenterology nursing
- Previous experience working as a Clinical Nurse Consultant or senior clinical lead role would be advantageous
- Experience of working autonomously within a clinical environment
- Credentialed in gastrostomy tube removal and replacement (or working towards)

Essential Skills and Attributes:

- Understanding and commitment to professional standards, codes and behaviours as legislated through the Health Act, Nursing Midwifery Board of Australia, other relevant professional bodies and Eastern Health Policy, Standards and Practice Guidelines.
- Awareness and understanding of National Standards and Accreditation Standards.



- Demonstrates advanced verbal and written communication skills in all professional domains of practice.
- Demonstrates an advanced ability to liaise with internal and external peers, stakeholders and clients.
- Commitment to ongoing professional development.
- Computer literacy and embracing of health technologies and informatics.

DRAFT

Attachment 1 – EH Nursing & Midwifery Domains of Practice Professional Framework (updated April 2026)

The **Nursing Midwifery Domains of Practice** resource has been developed by the Eastern Health Nursing Midwifery Executive using the domains of nursing as identified by Ackerman et al. (1996) (1) and the National Common Health Capability Resource (2013). Its aim is to support the individual clinician by promoting common behaviours and skills which comprise and represent the complex role of nursing and midwifery.

There are six domains of practice which are considered integral components of the role of all Eastern Health nurses and midwives: comprehensive clinical care, workforce, education, research and evidence-based care, professional leadership and digital capability (See summary at Table 2).

The domains have been referenced to the ‘novice to expert’ skills acquisition model first developed by Dreyfus (2) and adapted for nursing by Benner (3). Behaviours are specified at five different levels, and reflect an increasing degree of autonomy, complexity, awareness and activity being performed. The level of skills acquisition will be dependent on nurses and midwives’ specific roles and experience

Table 1: Summary of Behaviour Levels

Novice	Advanced Beginner	Competent	Proficient	Expert
Works within a known and stable context , consulting when abnormalities arise before taking action	Works within a known and stable context , consulting when abnormalities arise	Acts independently in routine situations within scope, and responds to known dilemmas	Acts independently in complex situations within scope, and responds to unknown dilemmas	Provide vision and direction. shapes and implements strategies and initiatives that enable others to perform as required

Levels do not equate to roles or hierarchy within the workforce. Instead, the levels reflect what level of behavioural skill is required to achieve the desired care goals or outcomes in a given situation. Levels should be treated as cumulative, meaning that behavioural indicators at subsequent levels in the scale should be read in conjunction with the behaviours specified at any lower level.

Some levels may serve as an aspirational standard in some instances, rather than accurately reflecting behaviours of current practice. Where a gap exists between current and future practice behavioural skill requirements, there should be aspiration to meet the standard specified to enhance or effectively meet individual and community health needs.

Table 2: Domains of Practice

DOMAINS OF PRACTICE					
 Comprehensive Clinical Care • Plan and prepare care • Deliver and manage care • Monitor and evaluate care	 Workforce • Planning for the Future • Safety and Quality • A great place to work	 Education • Healthcare education for patients and carers • Own professional education and development • Professional education and development of others	 Research and Evidence-based Care • Knowledge of the evidence-based care relevant to area of practice • Involvement and dissemination of research and quality improvement findings	 Leadership and Governance • Professional conduct • Accountability	 Digital Capability • Digital professionalism • Leadership and advocacy • Data and information quality • Information-enabled care • Technology