

# Position Description

Position Title	Educator - Graduate Support Nurse
Position Number	30009021
Division	Clinical Operations
Department	Mental Health – Psychiatry Older Persons
Enterprise Agreement	Victorian Public Mental Health Services Enterprise Agreement 2021 - 2024
Classification Description	RN Grade 3
Classification Code	NP81– NP82
Reports to	Nurse Unit Manager Older Person Acute Unit, (operationally to the allocated unit).
Management Level	Tier 4 - Shift Managers, Team Leaders & Supervisors
Staff Capability Statement	Please click here for a link to <a href="#">Bendigo Health Staff Capability Statement</a>

## Bendigo Health

With more than 4,000 staff and volunteers and covering an area a quarter of the size of Victoria, Bendigo Health, is an expanding regional health service offering the advantages of city life combined with the beauty and freedom that comes from living in a regional area.

Bendigo Health is a 700 bed service that treats more than 45,000 inpatients, triages more than 65,000 emergency attendees and welcomes more than 1,600 new born babies in a year. In addition more than 15,000 operations are performed in our operating theatres and more than 100,000 occasions of services are provided in our clinics to outpatients.

The organisation provides services in emergency, maternity, women's health, medical imaging, pathology, rehabilitation, community services, residential aged care, psychiatric care, community dental, hospice/palliative care, cardiology, cancer services and renal dialysis to the people of the Loddon Mallee region.

With our main campus based in Bendigo, our services extend throughout the Loddon Mallee with sites in areas such as Mildura, Echuca, Swan Hill, Kyneton and Castlemaine.

Demand on services is increasing rapidly with Bendigo being one of Victoria's fastest growing regional cities.

## Our Vision

Excellent Care. Every Person. Every Time.

## Our Values

CARING – We care for our community

PASSIONATE – We are passionate about doing our best

TRUSTWORTHY - We are open, honest and respectful

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

## The Clinical Operations Division

The Clinical Operations Division encompasses acute and mental health services. We provide a wide range of general medical, surgical and speciality services including; Oncology, Cardiology, Renal, Emergency, Women's and Children's, Critical Care, Specialist Clinics and Mental Health Services.

Within a state-of-the-art hospital, the team provides high-quality services using the latest technologies. Our eleven operating theatres (including two endoscopy rooms), critical care, emergency and women's wards all have access to critical services lifts that link to the helipad allowing rapid transfer of patients both in and out of the health service.

The Mental Health Service provides psychiatric care and treatment across a large catchment area in Victoria stretching from Swan Hill in the north of the state to Gisborne in the south. Family sensitive practice is central to our models of mental health care and best practice ensures the identification, inclusion and support of families, carers and children.

## The Mental Health Inpatient Units

Bendigo Heath has four specialist Mental Health Inpatient Units dedicated to providing therapeutic treatment and care. Each unit has single room accommodation and lounge and program areas to provide a contemporary psychiatric model of care. Treatment and care is provided by a multidisciplinary team guided by best practice and the Safewards model and patients are supported to find ways to manage their illness and identify strategies that assist them in their recovery.

The **Psychiatry Adult Acute Unit (AAU)** is a 35 bed short-term acute inpatient unit that provides intensive therapeutic treatment for people living in the Loddon Campaspe Southern Mallee region aged 16 to 65 years. The Adult Acute Unit (AAU) provides intensive therapeutic treatment during an acute phase of mental illness for persons 16 - 64 years. The unit is made up of two distinct areas; the low dependency area (LDU) and the Intensive Care Area (ICA), utilised according to the patient's clinical needs.

The **Psychiatry Older Persons Inpatient Unit (OPU)** is a 20 bed unit providing acute inpatient mental health assessment, treatment and support to patients who are aged over 65 years suffering from an acute phase of mental illness, or are aged over 65 and suffer from a mental illness complicated by a neurodegenerative disorder and/or issues of ageing and/or severe comorbid physical illness.

The **Parent Infant Unit (PIU)** has 5 beds for parents and infants (birth to 12 months) and will assess and provide interventions for a range of parent mental health concerns, and support the parent-infant dyad lessening the impact of mental illness on the infant and family relationships. PIU also supports the admissions of mothers with a mental health diagnosis in their 3<sup>rd</sup> trimester.

The **Extended Care Unit (ECU)** is a 20 bed facility that provides rehabilitation services to patients of Bendigo Mental Health Services for people with a serious mental illness, who have unremitting symptoms together with significant disturbance of behaviour which inhibits the patient's capacity to live in the community and requiring intensive rehabilitation that cannot be undertaken in a community setting.

## The Position

As part of the State's response to the Royal Commission into Victoria's Mental Health System, Bendigo Health has been chosen to participate in a trial program to employ a Graduate Support Nurse (GSN).

The GSN will be integral to the practice guidance and day to day assistance provided to Graduate and early career nurses. The GSN will assist the Unit Managers, Clinical Managers, Clinical Specialist Nurses and ANUMs to support practice development and provide high quality mental health care.

The GSN will provide needs based GSN capacity across all mental health inpatient units as part of the healthcare service teams. The GSN program will be supported by the Mental Health Professional Development Unit MHPDU and have management oversight by the Manager of OPU and the position/s will report operationally to the allocated unit. All units are staffed by a multi-disciplinary team made up of Psychiatrists, Medical Officers, Nursing staff, Occupational Therapists, Social Workers and lived and living experience Carer & Consumer roles, incorporating aspects of the Safewards model and utilising the associated interventions. The GSN will support the delivery of service in accordance with each Mental Health Unit's model of care, the Mental Health & Wellbeing Act 2022 and Children, Youth and Families Act, and in accordance with Bendigo Health's vision, values and Policies & Procedures.

Senior clinicians at Bendigo Health should have, or aspire, to, the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

## Responsibilities and Accountabilities

### Key Responsibilities

- Provide support and mentorship that is aligned with best practice for Graduate and early career nurses
- Maintain a highly visible and supportive presence alongside nursing staff in the clinical areas and undertake advanced direct patient care in order to act as role model for staff across a range of shifts including day and evening
- Foster safe working practices and environment in order to ensure best consumer outcomes and support awareness, and understanding, of the Safewards model and applying this to practice

- Role model principles of recovery, in partnership with the consumer, to initiate and evaluate interventions to effect therapeutic change
- Promote reflective and situational learning opportunities
- Collaborate with the Professional Development Unit and key stakeholders and inpatient unit's leadership teams, to support the organisations broader professional development programs within the inpatient units
- Maintain own knowledge of evidenced based practice and participate in your own professional development so that your knowledge and skills remain current and align with best evidence
- Encourage a positive learning environment in which competencies are maintained and improved in line with current nursing knowledge and research
- Evaluate student/nurse progress and assist with Graduate/Transition nurse clinical competency assessments and collaborate with strategies to build nursing skills for staff requiring extra support

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

## Generic Responsibilities

**Code of Conduct** - The Victorian Government's Code of Conduct is binding on all Bendigo Health staff. Contravention of a provision in the code may constitute misconduct and/ or regarded as a breach of the employee's employment agreement and will be dealt with under the organisations Counselling and Disciplinary Action Policy.

**Compliance with policies and procedures** - All Bendigo Health's policies and procedures are set out in its clinical and managerial policy manuals located on the intranet under PROMPT and in hard copy. All staff must ensure they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breach in compliance may result in disciplinary action.

**Occupational Health and Safety** - Every staff member has the responsibility to take reasonable care of their own health and safety and the safety of others, to cooperate with Bendigo Health's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. Any breach in compliance may result in disciplinary action.

**Infection Control** - Every staff member has the responsibility to minimise incidents of infection/ cross infection of residents, staff, visitors and the general public. All staff must adhere to the policies and procedures as set out in Bendigo Health's infection control manuals. Any breach in compliance may result in disciplinary action.

**Confidentiality** - All information concerning Bendigo Health, its patients, clients, residents and staff should remain strictly confidential. Any unauthorised disclosure of such information may result in disciplinary action.

**Quality Improvement** - Bendigo Health is dedicated to improving the quality and safety of health services by providing care within the following domains of quality: Consumer Participation, Clinical Effectiveness,

Effective Workforce and Risk Management. As a result, we apply the concept of the quality cycle for all our quality activities, initiatives and projects thereby ensuring the best possible care and treatment results are achieved. The underlying principle of the cycle is that an activity is not complete until evaluation shows that it has been effective and reached the desired outcome. As a Bendigo Health employee you have a responsibility to participate in and commit to ongoing quality improvement activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

**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 socio-economic status. Every staff member has a responsibility to recognise and respect diversity. Inclusiveness improves our service to our community and promotes engagement amongst staff.

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

## Key Selection Criteria

### Essential

1. AHPRA Registration as a Register Nurse Division 1, with undergraduate Mental Health specialisation or with a Post Graduate Diploma level in mental health and /or related field
2. Minimum of 3 years post-registration experience within Mental Health settings with evidence of recency of practice and advanced clinical knowledge
3. Understanding of the Mental Health & Wellbeing Act 2022, knowledge of other relevant legislation and State-wide Mental Health Psychiatric Service Frameworks, Procedures and guidelines and Bendigo Health policy and procedures, and their application to clinical practice
4. Sound knowledge of current clinical issues, the Safewards model and interventions and priorities in mental health reform
5. Experience in liaising, consulting and collaborating with relevant family members, team members, and a broad range of health professionals and community agencies, as demonstrated by use of excellent written and verbal communication skills
6. Demonstrated commitment to your own ongoing professional development, and ability to support and train other staff. Qualifications in training, assessment and education would be well regarded.
7. High level of organisational, leadership, communication and interpersonal skills with a sound ability to prioritise work requirements/demands, adapt to change and use innovative and resourceful approaches to the delivery of care in an environment of change

## Mandatory Requirements

**National Police Record Check** A current and satisfactory National Police Record Check must be completed by all new staff prior to commencement at Bendigo Health.

**Immunisation** As a health provider dedicated to providing quality patient care, we all need to be aware of the critical importance of infection control. Each staff member has a responsibility to comply with Bendigo

Health's Staff Immunisation Policy and various infection control policy and procedures. All staff are required to provide evidence of vaccinations prior to commencement at Bendigo Health.

**Registration with Professional Regulatory Body or relevant Professional Association** For example, AHPRA, AHRI, RACS etc. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

**Drivers Licence** A current Victorian driver's licence is required for this position.

*All Bendigo Health sites, workplaces and vehicles are smoke free.*

*This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.*