

Position Description

Position Title	Registered Nurse Grade 3
Position Number	30005664
Division	Community and Continuing Care
Department	Transition Care Program and Residential In Reach
Enterprise Agreement	Nurses And Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Classification Description	Registered Nurse Grade 3B
Classification Code	YU11
Reports to	Manager TCP/GEM@Home/RITH/RIR
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	• National Police Record Check • Registration with Professional Regulatory Body or relevant Professional Association • Drivers Licence • Immunisation Requirements

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

As an organisation we are committed to delivering safe, inclusive and high-quality care to our diverse communities across the Loddon Mallee Region. We value and respect the unique backgrounds, cultures and experiences of the people we serve and those who work with us.

We are a proud child safe organisation, dedicated to the safety, wellbeing and voice of all children and young people. We are committed to creating a culturally safe and welcoming environment where Aboriginal and Torres Strait Islander peoples—adults, children and families—are respected, supported and empowered to express and celebrate their culture.

Our Vision

To be a trusted regional healthcare service recognised for delivering exceptional care, being a great place to work, and being deeply connected to our community.

Our Values

PASSIONATE – We are passionate about doing our best – for our patients, our colleagues and our community.

ACCOUNTABLE – We take ownership of our actions and outcomes, always striving for integrity and improvement.

CARING – We care deeply for our community – and our community cares for us. Compassion is at the heart of everything we do.

TRUSTWORTHY - We are open, honest and respectful in all that we do – earning the trust placed in us every day.

The Position

TCP/GEM@Home/RITH/RIR programs sit within the Community & Continuing Care Division at Bendigo Health. The Community and Continuing Care Division provides a broad range of high-quality, person-centred care programs and services to consumers in inpatient, outpatient, and community settings. Each service within the division is designed to ensure holistic care and improve the overall well-being of our patients and communities.

Transition Care Program (TCP) provides short-term care to optimise the functioning and independence of older people after a hospital stay. The care is goal orientated, time-limited and therapy focused. The team achieve their goals through case management, targeted therapy and implementation of services based on individually assessed needs to maximise function and independence.

The Transition Care Program (TCP) is a regional service with 31 places based in Bendigo and a further 54 places based in the Loddon Mallee region.

The **Geriatric Evaluation and Management at Home (GEM@Home) and Rehabilitation in the Home (RITH)** are an innovative subacute service that promotes a home first approach. Geriatric and Rehabilitation services are provided seven days per week to medically stable patients in their home environment. Patients are accepted onto the program from both hospital and external community referrals. Currently there are 15 beds, incorporating three facility-based beds.

Our GEM@Home and RITH programs provide multidisciplinary care (medical, nursing, dietetics, exercise physiology, occupational therapy, physiotherapy, social work, and speech pathology). Where required services such as personal care, domestic assistance and respite are arranged for the client.

TCP & GEM@ Home at Bendigo Health have two settings of care:

- TCP/ GEM@Home - Home based for people able to return home to continue recovery
- TCP - Bed based (Golden Oaks Nursing Home) with 24-hour nursing care for people who are unable to return home from hospital.

The role of the Grade 3 Registered Nurse within the Transition Care Program/GEM@Home/RITH program is to:

- Provide a comprehensive nursing service to allocated TCP/GEM@Home clients that aligns with best practice standards, Bendigo Health and TCP/GEM@Home policies, procedures, and standards
- Contribute to the development of the TCP/GEM@Home/RITH programs and the nursing service within TCP/GEM@Home/RITH

Responsibilities and Accountabilities

Key Responsibilities

The work to be performed is set out in this position description and is to be practiced in accordance with the philosophy, intent and standards prescribed by the Australian Health Practitioner Regulation and Authority (AHPRA) and Nursing and Midwifery Board.

- Nursing assessment of clients admitted to TCP/GEM@Home services in either the community or bed based facility in collaboration with the client's GP, members of the multidisciplinary team and current community service providers

- Develop, monitor and adjust care plans in collaboration with community nursing services and/or bed based direct care staff, clients, carers, and the multidisciplinary team to meet client goals and achieve a timely and sustainable transition to the discharge destination
- Actively manage changes in the medical conditions of clients in liaison with GP's and GEM@Home medical officers
- Contribute to preadmission and screening of potential TCP/GEM@Home clients when required
- Work collaboratively as part of a multidisciplinary team from admission to discharge for TCP/GEM@Home clients recognising the expertise and contribution of all team members, collaborating in treatment and referral to other relevant services as necessary
- Provide health education and effectively communicate with family, carers and the inter-disciplinary team in the immediate and ongoing health care of clients
- Provide health education and support to staff in our bed based programs to assist in the management of clients admitted to TCP
- Ensure processes and protocols are developed and documented for assessment, risk identification, care planning, referral and the ongoing management of clients that have been admitted to TCP/GEM@Home
- Assist in the supervision and evaluation of undergraduate nursing students when required
- Record relevant information in client files, and prepare necessary reports and documentation
- Participate in the orientation of staff as directed by the manager or delegate
- Participate in service development and quality improvement as required
- Other duties as determined by the manager or supervisor

Administrative

- Be a positive role model in demonstrating adherence to Bendigo Health Values and strategic plan.
- Ability to utilise all Bendigo Health IT systems

Key Selection Criteria

Essential

1. Relevant tertiary qualification as Registered Nurse (including current registration with the Australian Health Practitioner Regulatory Agency (AHPRA)).
2. Extensive clinical nursing expertise including management of acute, aged care and chronic medical conditions including well developed assessment, intervention, counselling and complex care planning skills
3. Demonstrated understanding of the impact of hospitalisation on older people with the ability to recognise and respond to changes in the medical conditions of clients
4. Experience in working in a multidisciplinary team
5. Ability to interact and communicate effectively with a diverse range of people from all levels, cultures and backgrounds, including excellent written and verbal presentation.
6. Demonstrated ability to provide effective clinical supervision to students and staff
7. Previous experience in Geriatric, Rehabilitation and/or Medical services or related field
8. Well-developed problem-solving skills and ability to prioritise competing demands

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.
- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Support research activities in alignment with the National Clinical Trials Governance Framework to ensure high-quality, safe, and ethical clinical trials and research practices across Bendigo Health
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

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.