

Position Description

Position Title	Registered Nurse
Position Number	30025347
Division	Clinical Operations
Department	Cancer Centre
Enterprise Agreement	Nurses And Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Classification Description	Registered Nurse Grade 2
Classification Code	YP3 – YP9
Reports to	Nurse Unit Manager – Cancer Services
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	<ul style="list-style-type: none">• National Police Record Check• Registration with Professional Regulatory Body or relevant Professional Association

Bendigo Health

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

Our organisation is a child safe organisation, committed to the safety and wellbeing of all children and young people. All Aboriginal and Torres Strait Islander adults, children and families will be supported to express and be proud of their culture in an environment that is culturally safe and supported.

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

The Position

Cancer Services is comprised of four patient care areas:

- Chemotherapy Day Unit (including clinical trials, Symptom Urgent Review Clinic and Oncology Ward Liaison)

- Home Based Cancer Care Program
- Medical Infusions
- Radiotherapy Unit

This position mainly involves the administration of chemotherapy, immunotherapy and related treatments; blood product support (supportive care); medical infusions support and education to patients and their carers/families. There will be opportunity to work across each of the four patient care areas as required.

You will be provided with the necessary professional development based on your skills and previous experience.

Responsibilities and Accountabilities

Key Responsibilities

- Administration of chemotherapy and supportive treatments
- Nursing care required for patients undergoing radiotherapy, systemic anti-cancer therapy and day infusions
- Sound clinical knowledge
- Patient assessment skills
- Management of oncology emergencies
- Education to patients, carers and other health professionals
- Supportive Care
- Intravenous cannulation
- Access and management of Central Venous Access Devices

Key Selection Criteria

Essential

- 1 Be registered as a Registered Nurse with the Nursing and Midwifery Board of Australia.
- 2 Certificate and/or proficiency in Chemotherapy nursing.
- 3 Expertise in CVAD care, IV Cannulation and medical infusions.
- 4 Sound clinical knowledge
- 5 Effective communication, negotiation and interpersonal skills
- 6 Demonstrated organisational and time management skills.
- 7 Demonstrated ability to work autonomously and collaboratively as part of a multidisciplinary team.
- 8 Ability to operate in an environment of change.
- 9 A personal approach which is positive, enthusiastic, friendly and helpful.
- 10 Reliable and professional work ethic, with a willingness and ability to learn

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.
- 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.