

Position Description

Position Title	Clinical Nurse Specialist
Enterprise Agreement	Nurses And Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Classification Description	Clinical Nurse Specialist
Classification Code	YS9
Reports to	Nurse Unit Manager
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 • Working with Children Check • Registration with Professional Regulatory Body or relevant Professional Association • 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](#)

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

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.

As per the Nurses and Midwives (Victorian Public Health sector) single interest employers, enterprise agreement 2012-2016, the opportunity to progress to a Clinical Nurse Specialist (CNS) classification will be offered to all Registered Nurses who can identify they meet the required criteria.

The classification of CNS is reviewed each year and it is the responsibility of the staff member to identify at the time of performance review that they meet all of the eligibility requirements of the classification. If they do not meet these requirements, CNS classification may be removed.

Responsibilities and Accountabilities

Key Responsibilities

Professional Practice

- Practice in accordance with the Australian Nursing and Midwifery Accreditation Council (ANMAC) National Competency Standards for a clinical nurse specialist. For further details see under 'competency standards' via the following link:
<http://www.nursingmidwiferyboard.gov.au/Codes- Guidelines- Statements/Codes- Guidelines>.
- Accepts accountability and responsibility for own actions within CNS practice
- Demonstrate commitment to person-centred care, best practice standards and adheres to Bendigo Health policies
- Ensure the delivery of a high standard of evidence-based nursing care to consumers
- Demonstrate and maintain CNS level competency standards for clinical skills and responsibilities
- Establish and maintain effective communication with all other health professionals and support staff, consumers, families, the community and external care providers
- Maintain accurate and current medical records ensuring documentation meets professional and legal standards
- Demonstrate sensitivity, empathy and respect for the customs, values and spiritual beliefs of others at all times
- Ensure consumer complaints are escalated to the Nurse Unit Manager according

Professional Practice

- Contributes to the formulation of care plans in collaboration with other healthcare staff and groups
- Undertake and be accountable for additional responsibility either individually or as part of a team/work group/committee
- Involvement in leading change in quality improvement processes which support evidence based clinical and professional practice
- Demonstrated commitment to supporting and improving clinical systems and processes in their chosen area of specialty

Enabling

- Contributes to the promotion of safety, security and personal integrity of individuals and groups
- Collaborates with members of the health care team to achieve effective health care outcomes
- Perform as an advocate and promote an active partnership with patients, their carers and families to ensure safe and effective patient centred care
- Participate in leadership and decision making within the team
- Advocate for nursing and midwifery within the organisation
- Act as a professional advocate for Bendigo Health

Clinical Thinking and Analysis

- Practice within an evidence-based framework
- Actively reflect on own professional performance and competence, seek feedback, and participate in ongoing professional development of self and others

Financial Management

- Participate in cost saving strategies as directed
- Identify opportunities to reduce costs and effectively manage resources across all functions

Quality and Safety

- Demonstrate commitment to participating in continuous quality improvement activities
- Ensure delivery of person-centred safe and effective care
- Recognise and manage risk, ensuring that actions are taken to prevent and minimise harm to consumers and the healthcare workforce
- Participate and cooperate in consultative processes to improve health and safety and reduce risk to the safety and wellbeing of staff
- Ensure adherence to organisational standards and mandatory education including but not limited to Medication Safety, Infection Control, Hand Hygiene, Basic Life Support, Risk Management and Occupational Health and Safety

Human Resources

- Participate in unit/team meetings and education sessions in alignment with the Nursing and Midwifery governance structure to promote and maintain communication and improved practice
- Contribute to the education of new graduate Registered Nurses
- Participate in orientation, preceptorship, mentoring and performance enhancement responsibilities as required

Privacy and Confidentiality

- Adhere to legislation pertaining to privacy and confidentiality and the handling of personal information

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

Applicants must meet one of the below requirements and be employed either full time or part time.

1. Appointed to the grade of a Registered nurse with either specific post basic qualifications and 12 month's Experience working in the clinical area of her/his specified post basic qualification, and is responsible for clinical nursing duties

OR

2. A minimum of four years post registration Experience, including three years' Experience in the relevant specialist's field

Applicants must be able to demonstrate a minimum of one criterion in each of the following three sections.

1. Clinical Skill

- Higher level of skill demonstrated in clinical decision making in particular in problem identification and solution, and analysis and interpretation of clinical data;
- Maintenance and improvement of clinical standards.

2. Professional Behavior

- Positive role model; Act as a mentor or preceptor to less experienced nurses, including graduate nurses;
- Support of, and contribution to, quality improvement and research projects with the area of practice and ward/unit/department;
- Acting as a resource person to others in relation to clinical practice.

3. Professional Development

Membership of a relevant professional body, and ability to demonstrate and document:

- a. Learning from a journal article, or attendance at a conference or seminar, or reflection on seminar or conference papers; or
- b. Participation in effective learning activities relevant to their learning needs; or membership of a sub-grouping of the professional association relevant to their area of practice.

- Contribution to the education of other professionals, for example, being willing to provide at least one in-service education program each year.
- Undertaking own planned professional development and competence through various forms of continuing education, for example, conferences, study days, formal study, reading.
- Communicates well with, relates to and sees issues from the perspective of people from adverse range of cultures and backgrounds
- Establishes and maintains relationships with people at all levels

- Accommodates and works well with the different working styles of others while showing consideration, concern and respect for others feelings and ideas.

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.