

# Position Description

Position Title	Clinical Specialist Nurse
Position Number	30103186
Division	Clinical Operations
Department	Mental Health
Enterprise Agreement	Victoria Public Mental Health Services Enterprise Agreement 2021-2024
Classification Description	Psych Nurse G4 Y1 – G4 Y3
Classification Code	NP75 – NP77
Reports to	Nurse Unit Manager
Management Level	Tier 4 - Shift Managers, Team Leaders & Supervisors
Staff Capability Statement	Please click here for a link to <a href="#">staff capabilities statement</a>

## Bendigo Health

With more than 4,500 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 & Wellbeing 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 & Wellbeing 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 & Wellbeing 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 Psychiatry Adult Acute Unit (AAU)

The team is part of Bendigo Health's Mental Health Department.

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. Services are provided by a multidisciplinary team, and patients are supported to find ways to manage their illness and identify triggers and coping strategies that assist them in their recovery. Consisting of single room accommodation for 35 patients, 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 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. The role will contribute to building an appropriately skilled workforce by utilising advanced clinical nursing knowledge to train and mentor nurses and influence quality patient care through modelling nursing interventions with patients in the unit.

## Responsibilities and Accountabilities

### Key Responsibilities

- Undertake clinical consultancy and provide direct care in wards or direct-care programs as a sole practitioner reporting to a more senior clinical manager. The primary focus is clinical services to patients
- Conduct research projects into clinical matters, under the broad direction of a more senior clinical manager

- Utilise advanced clinical nursing knowledge and skills to influence quality of care within a specialised aspect of nursing practice across a number of wards or programs
- Be responsible for maintaining state of the art knowledge of the nursing specialty
- Contribute to the training, orientation and development of post graduate and undergraduate nursing and direct-care staff within the unit
- Contribute to development and evaluation of Safewards and Reducing Restrictive Interventions programs
- Contribute to the on-going development of nursing education and practice by having input to internal and external committees and working parties

## 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

#### Qualifications / Certificates

1. Post graduate diploma in psychiatric/mental health nursing; or
2. completed a specialist undergraduate psychiatric nursing program or a specialist post basic course of training which led to registration as a Division 3 Nurse

#### Specialist Expertise

3. Extensive experience, usually at least five years, and advanced clinical knowledge and an understanding of the Mental Health & Wellbeing Act 2022, knowledge of other relevant legislation and state-side Psychiatric Service Frameworks Procedures and guidelines and Bendigo Health policy and procedures, and their application to clinical practice
4. Demonstrated high level experience & skills in psychiatric nursing practice in a range of clinical settings
5. Experience in the clinical supervision of nursing students and registered nurses in psychiatric settings, demonstrated evidence of participation in education and training to other staff, and commitment to ongoing professional development
6. Demonstrated knowledge and application to practice of the Safewards framework
7. A sound understanding of psychiatric nursing standards of practice along with knowledge of strategies that promote appropriate care for people who present with mental health needs
8. Extensive experience in liaising and consulting with relevant family members, team members, and a broad range of health professionals and community agencies
9. Demonstrated evidence of participation in education and training to other staff, and commitment to ongoing professional development
10. High level computer and data entry skills

#### Personal Qualities, Knowledge and Skills

11. High level of organisational, leadership, communication and interpersonal skills
12. Excellent verbal and written communication and interpersonal skills, with ability to engage effectively with a range of consumers, their carers, including those from culturally and linguistically diverse backgrounds.

## Desirable

### Personal Qualities, Knowledge and Skills

1. A personal approach which is positive, enthusiastic, friendly and helpful
2. Ability to give excellent customer service to both internal and external customers
3. Ability to work as part of a team, as well as to work independently
4. Ability to query and extract specific information from databases
5. Knowledge of Quality Improvement and flexibility to operate in an environment of change and continuous improvement
6. A willingness to learn and flexibility to operate in an environment of change and continuous improvement

## 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.*