

POSITION DESCRIPTION

Position:	Registered Nurse
Division:	Nursing Services
Unit:	Emergency Department
Enterprise Agreement	Nurses and Midwives
Reports to:	Nurse Unit Manager

MILDURA BASE PUBLIC HOSPITAL

Mildura Base Public Hospital (MBPH) was established as a new entity in September 2020. MBPH is a leading healthcare provider in the north west of Victoria, known for its high level of professionalism, quality care and community engagement.

MBPH provides a range of acute services in emergency, maternity, intensive care, rehabilitation, community services, psychiatric in and out patient care, palliative care, renal dialysis and chemotherapy service to the people of North West Victoria. The hospital also provides medical imaging and pathology services.

MBPH is proud to be affiliated with Monash and La Trobe Universities for the provision of undergraduate and postgraduate Medical, Nursing and Allied Health education. Affiliations also exist with other universities for clinical placement and training.




VISION





Your Hospital – We care.

MISSION

Improving the health and wellbeing of our community by providing quality health services, with care, compassion and skill.

VALUES

 Responsiveness	Responsiveness: Providing frank, timely advice to the Government; high quality services to the Victorian community; and by identifying and promoting best practice.
 Integrity	Integrity: Being honest, open and transparent; acting responsibly; reporting improper conduct; and striving to earn and sustain public trust of a high level.
 Impartiality	Impartiality: Making decisions and providing advice on merit and without bias, favouritism or self- interest; objectively considering all relevant facts and fair criteria.

 Accountability	Accountability: Working to clear objectives in a transparent manner and accepting responsibility for decisions and actions.
 Respect	Respect: Treating others fairly and objectively; ensuring freedom from discrimination, harassment and bullying.
 Leadership	Leadership: Actively implementing, promoting and supporting these values. Leadership is about positive influence, inspiring and empowering others.
 Human Rights	Human Rights: Making decisions and providing advice consistent with human rights; and actively implementing, promoting and supporting human rights.

POSITION SUMMARY

The Registered Nurse performs duties with the support and guidance of the Department Manager, Clinical Nurse, Team and Shift Leaders to ensure a high level of quality patient care is delivered in line with the core values and the strategic direction of the Hospital and Ramsay Health Care.

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

As a Nurse at Mildura Base Public Hospital you may be required to work within different sites or departments if required.

KEY RESPONSIBILITIES AND DUTIES

- Works as a team member to ensure the efficient, effective and safe operation of the allocated work unit
- Practices within the professional standards, codes and behaviours that are required of a Registered Nurse
- Builds relationships with patients/ clients/residents and families in order to educate and work with them collaboratively
- Facilitates effective patient flow processes in accordance with the guidelines established by the allocated work unit
- Provides care which focuses on the individual
- Participates in the annual performance review development planning process
- Participates in the supervision, support and mentorship of students, graduates and new staff.
- Participates in relevant professional development programs and complies with any mandatory training requirements
- Committed to flexibility and innovation in practice including an evidence-based approach to care
- Promotes and contributes towards a supportive and engaged team environment

- Provides patient care that is respectful towards individual values, customs and spiritual beliefs
- Comply with legislation, professional standards and accreditation standards

GENERAL RESPONSIBILITIES

Employees are required to comply with the **Victorian Government's Code of Conduct**. All staff must ensure they comply with **policies, procedures** and standard ways of work practices when carrying out their work.

Employees are responsible to take reasonable care of their own **health and safety** and the safety of others, to cooperate with the group'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. All staff must adhere to the policies and procedures as set out in the hospital's **infection control** manuals.

All information concerning Mildura Base Public Hospital, its patients, clients, residents and staff should remain strictly **confidential**. Any unauthorised disclosure of such information may result in disciplinary action. As a Mildura Base Public Hospital 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).

Any breach in compliance to any of the above general responsibilities may result in disciplinary action.

KEY SELECTION CRITERIA

Qualifications / Certificates

- Current registration with the Australian Health Practitioner Regulation Authority (AHPRA)
- Understanding of scope of practice in line with relevant registration
- Ability to assess, plan, coordinate and evaluate care delivery needs of patient
- Effective communication and interpersonal skills
- Proven ability to work effectively in team environment & independently as required
- Demonstrates exceptional customer service
- Excellent time management skills
- Knowledge of legislative requirements in relation to nursing practice
- Knowledge of Quality/ Continuous Improvement Process

Specialist Expertise

- Proven ability to provide high quality patient care within a team environment
- Established written and computer literacy skills embracing health technologies and informatics
- A supportive and mentoring approach to students, graduates and new staff with proven leadership/teaching skills within a clinical setting

Personal Qualities, Knowledge and Skills

- Highly developed interpersonal, negotiation and conflict resolution skills with the ability to adapt communication styles to a range of audiences

- Demonstrated ability to be self-directed, motivated and to manage time effectively
- Be cognisant of limitations in own knowledge and seek appropriate resolution

MANDATORY REQUIREMENTS

National Police Record Check:

A current and satisfactory National Police Record Check must be presented to the Division of People and Culture by all new staff prior to commencement at Mildura Base Public Hospital.

Working with Children Check:

Mildura Base Public Hospital has a responsibility to provide a child safe environment. This position is a defined “child-related role” at Mildura Base Public Hospital. As such you must maintain a valid working with children check. In addition you will be required to assist Mildura Base Public Hospital in providing a child safe environment by participating in any training or reporting required to ensure the protection of children in our care.

Registration with Professional Association

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.

Immunisation Requirements

As part of your employment conditions, you will be asked to provide documented evidence of healthcare worker immunisation or immunity to communicable vaccine-preventable diseases prior to commencing employment with MBPH. If you do not provide satisfactory evidence that you have the required immunisation and you have commenced employment, consideration will be given to your ongoing employment and termination may result.

All Mildura Base Public Hospital 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 Mildura Base Public Hospital's discretion and activities may be added, removed or amended at any time.