

POSITION DESCRIPTION

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| Position: | Registered Scrub Nurse |
| Division: | Nursing |
| Unit: | Operations - Clinical |
| Enterprise Agreement | Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) |
| Reports to: | Perioperative Services 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

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|  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. |

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|  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

In the role of Registered Scrub Nurse, you will be responsible for setting up the operating room prior to procedures as well as assisting the surgical team during surgical procedures.

KEY RESPONSIBILITIES AND DUTIES

- Prepare the patient before they are transferred to the recovery unit
- Assist the surgical team during surgical procedures
- Ensure the operating room remains clean and is ready for procedures
- Ensure necessary equipment is sterilised
- Gather all equipment and supplies for surgical procedures
- Create and maintain a positive, personal and warm atmosphere around patient and their family
- Monitor surgery inventory
- Document procedures concisely, completely, and in line relevant policies and procedures
- Restock all supplies once they are used on periodic basis
- Follow The Australian College of Perioperative Nurses (ACORN) Standards for Perioperative Nursing in Australia

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

- Registered Nurse with current registration with National Registration Board AHPRA
- Recent clinical experience in a peri-operative environment or an acute care setting

Personal Qualities, Knowledge and Skills

- Exceptional interpersonal skills and ability to keep a professional and positive environment during times of stress
- Ability to multitask and adapt to change
- Ability to manage crisis and emergency
- Ability to work well in a multidisciplinary team

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

For example, AHPRA, AHRI, 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.

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.

Drivers Licence

A current Victorian driver's licence is required for this position

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.