

<b>Position Title:</b>	Enrolled Nurse		
<b>Department:</b>	Nursing Services	<b>Cost Centre:</b>	A0361
<b>Enterprise Agreement:</b>	Nurses And Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2020-2024		
<b>Classification:</b>	Enrolled Nurse Level 2		
<b>Reports To:</b>	Executive Director Nursing And Midwifery, Via Nurse Unit Manager		
<b>Infection Control Risk Category:</b>	Category A - Direct patient contact		
<b>Primary Purpose:</b>	The Enrolled Nurse positions are clinical roles responsible for clinical outcomes under the direction of a Registered Nurse.		
<b>Accountabilities and Key Results Areas:</b>			
<p><b>Professional Practice</b></p> <ul style="list-style-type: none"> <li>▪ Practice in accordance with the Australian Nursing and Midwifery Accreditation Council (ANMAC) National Competency Standards for the Enrolled Nurse. For further details see under ‘competency standards’ via the following link: <a href="http://www.nursingmidwiferyboard.gov.au/Codes-Guidelines-Statements/Codes-Guidelines.aspx#competencystandards">http://www.nursingmidwiferyboard.gov.au/Codes-Guidelines-Statements/Codes-Guidelines.aspx#competencystandards</a></li> <li><i>NB: In 2012 AHPRA are conducting a review of the competency standards for enrolled nurses</i></li> <li>▪ Accepts accountability and responsibility for own actions within enrolled nursing practice</li> <li>▪ Demonstrate commitment to person-centred care, best practice standards and the South West Healthcare Nursing Divisions Vision.</li> <li>▪ Ensure the delivery of a high standard of evidence-based nursing care to consumers</li> <li>▪ Demonstrate and maintain competency in the performance of clinical skills</li> <li>▪ Promptly report any patient vital observations that are outside the normal range to the Registered Nurse</li> <li>▪ Establish and maintain effective communication with all other health professionals and support staff, consumers, families, the community and external care providers</li> <li>▪ Maintain accurate and current medical records ensuring documentation meets professional and legal standards</li> <li>▪ Demonstrate sensitivity, empathy and respect for the customs, values and spiritual beliefs of others at all times</li> </ul> <p>Ensure consumer complaints are escalated to the Nurse Unit Manager according to the South West Healthcare Complaints Management policies and procedures</p> <p><b>Clinical/Management of Care</b></p> <ul style="list-style-type: none"> <li>▪ Contributes to the formulation of care plans in collaboration with the Registered Nurse, individuals and groups</li> <li>▪ Provides nursing care of individuals and groups within the Enrolled Nurse scope of practice</li> </ul> <p><b>Enabling</b></p> <ul style="list-style-type: none"> <li>▪ Contributes to the promotion of safety, security and personal integrity of individuals and groups within the scope of enrolled nursing practice</li> <li>▪ Provides support and care to individuals and groups within the scope of Enrolled Nursing practice</li> <li>▪ Collaborates with members of the health care team to achieve effective health care outcomes</li> <li>▪ Perform as an advocate and promote an active partnership with patients, their carers and families to ensure safe and effective patient centred care</li> <li>▪ Advocate for nursing and midwifery within the organisation.</li> <li>▪ Act as a professional advocate for South West Healthcare.</li> </ul> <p><b>Critical Thinking and Analysis</b></p> <ul style="list-style-type: none"> <li>▪ Practice within an evidence-based framework</li> <li>▪ Actively reflect on own professional performance and competence, seek feedback, and participate in ongoing professional development of self and others</li> <li>▪ Demonstrates critical thinking in the conduct of Enrolled Nursing practice</li> </ul> <p><b>Financial Management</b></p> <ul style="list-style-type: none"> <li>▪ Participate in cost saving strategies as directed</li> <li>▪ Identify opportunities to reduce costs and effectively manage resources across all functions</li> </ul> <p><b>Quality and Safety</b></p> <ul style="list-style-type: none"> <li>▪ Demonstrate commitment to participating in continuous quality improvement initiatives as directed by manager</li> <li>▪ Ensure delivery of person-centred safe and effective care</li> </ul>			

- 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 well being 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
- Participate in orientation, preceptorship and mentoring responsibilities

**Privacy and Confidentiality**

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

**Generic Responsibilities and Accountabilities:**

- Comply with all relevant legislative requirements, organisational policies, by-laws, standing orders, vision or mission statements and values including, but not restricted to:
  - Infection Control policies
  - Confidentiality policy and privacy legislation
  - Occupational Health and Safety policies and regulations
  - Guidelines of the State Services Authority including the public sector
  - Employment principles and Code of Conduct
  - Fire, disaster and other emergency procedures
  - Smoke Free Campus policy
  - Risk Management policies and guidelines
  - Consumer Participation Strategy
- Attend orientation/induction or other mandatory training and relevant Health Safety updates in areas such as;
  - Fire, Emergency Responses and Manual Handling
- Respect the rights of individuals
- Provide a child safe environment
- Maintain a current Immunisation status in alignment with South West Healthcare’s Immunisation policy
- Promote the organisation in a positive manner
- Participate as a cohesive member of the health care team
- Participate in Continuous Quality Improvement within the organisation
- Accept responsibility for your own personal belongings
- Respect and appropriately care for the organisation’s property and equipment, and
- Participate in an annual Staff Development Review.

**Key Relationships:**

**Internal:** Not applicable

**External:** Not applicable

**Position Impact:**

**Direct Reports:** Nurse Unit Manager

**Budget:** Not applicable

**Selection Criteria:**

- Registered with Nursing and Midwifery Board of Australia via AHPRA as Enrolled Nurse.
- Role models the South West Healthcare values.
- Demonstrate a commitment to safe patient centred care
- Demonstrate clinical skills and knowledge that positively impacts on the patient experience
- Demonstrate ability to adapt to the changing clinical environment
- Demonstrate ability to positively collaborate and contribute as part of a multidisciplinary team
- Demonstrate ability to communicate effectively with patients/family/carers, visitors and staff at all levels within the organisation (both verbal, written and electronic)
- Demonstrate ability to promote a safe working environment and safe work practices to minimise risks
- Evidence of commitment to ongoing education and professional development of self and others

**Approvals:**

<b>Employee Signature:</b>		<b>Date:</b>	
<b>Manager’s Signature:</b>		<b>Date:</b>	