

## POSITION DESCRIPTION – The Alfred

Date revised: October 2007

<b>POSITION:</b>	Clinical Nurse
<b>AWARD/AGREEMENT:</b>	Registered Nurse
<b>CLASSIFICATION TITLE:</b>	Registered Nurse: Grade 1 YP1, Grade 2 YP2 – 10
<b>DEPARTMENT/DIVISION:</b>	Nursing
<b>REPORTS TO:</b>	Nurse Manager
<b>OPERATIONALLY ACCOUNTABLE:</b>	Director of Acute Operations
<b>PROFESSIONALLY ACCOUNTABLE:</b>	Director of Nursing

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### BAYSIDE HEALTH

Bayside Health incorporates The Alfred, Caulfield General Medical Centre and Sandringham & District Memorial Hospitals. The management of the operations and business of Bayside Health is the responsibility of the Bayside Chief Executive, the General Managers of Caulfield General Medical Centre and Sandringham Hospital and executive staff to whom management responsibilities have been delegated.

Bayside Health serves a catchment population of approximately 400,000 providing services ranging from major trauma to residential aged-care facilities. Bayside works in collaboration with a wide range of community based services including the Cities of Melbourne, Stonnington, Glen Eira and Port Phillip, the Bayside and Southcity Divisions of General Practice and the Inner South East Partnership in Community and Health.

The Alfred is a 350 bed acute tertiary referral hospital with a budget of \$300 million and a staff of 3,500. It treats 50,000 inpatients and 200,000 emergency patients and outpatients annually. Caulfield General Medical Centre is a 360 bed hospital, with a focus on aged care, aged psychiatry, residential care, rehabilitation and community services. It employs 1200 staff and has an annual budget of \$70M.

Sandringham and District Memorial Hospital is a community hospital with a total of 86 beds. It incorporates an Emergency Department, 2 medical wards, 2 surgical wards, an obstetrics unit and a haemodialysis satellite centre. It employs 300 staff and has an annual budget of \$30M. Further information about Bayside Health is available at [www.baysidehealth.org.au](http://www.baysidehealth.org.au)

## **POSITION SUMMARY**

As a clinical nurse your practice will lead to excellence in patient care. You understand the importance of establishing a relationship between the patient and yourself in order to achieve the best possible outcomes for your patients. You demonstrate the core nursing values of patient centred care, trust and respect in every interaction with patients, carers and colleagues. As the primary nurse you are accountable for establishing and evaluating the patient's plan of care in partnership with the patient, their carers and other members of the health care team. In your role as an associate nurse you are responsible for facilitating your colleague's plan of care for their primary patients. You are supported in your role as a clinical nurse by all other nursing positions.

## **KEY RESPONSIBILITIES**

### **1. Assesses the health care needs of patients. Is responsible for formulating, implementing and evaluating a plan of care, in partnership with the patient.**

- Systematically assesses the patient, analyses data and identifies the patient's nursing needs.
- Applying knowledge and skills, develops and documents a plan of care that reflects the identified needs of the patient.
- Implements the plan of care by providing direct care to patients.
- Evaluates and validates the effectiveness of nursing strategies towards meeting expected patient outcomes.
- Involves the patient and carers in the plan of care.
- Recognises changes in the patient's condition, takes necessary action and documents variation in the plan of care.
- Accepts accountability for own actions and seeks guidance when a situation exceeds experience and/or knowledge.
- Coordinates an effective discharge from hospital that reflects the needs of the patient and carers.
- Develops, implements and evaluates teaching plans for patients and carers that meet their learning needs and facilitates informed decision-making.

### **2. Develops and maintains collaborative relationships with all disciplines.**

- Respects decisions and actions of other staff; collaborates with team members to achieve desired patient outcomes.
- Contributes to multi-disciplinary team meetings and ward rounds to facilitate patient care goals.

### **3. Supports and participates in evidence-based programs to evaluate and improve the quality of nursing care and patient outcomes.**

- Maintains current knowledge of clinical practice and research in nursing.

- Actively participates in identifying areas of nursing practice where improvements can be made to the quality of nursing care.
- Initiates, participates in and/or facilitates research in nursing.

#### **4. Commits to ongoing professional development of self, other staff and the profession.**

- Accepts responsibility for own continuing professional development by setting realistic goals based on assessment of individual strengths and learning needs.
- Supports the development of others by acting as a resource to colleagues and participating in orientation and precepting of new staff.
- Participates in continuing education activities, committees and professional groups.

**In this position you must comply with the actions set out in the relevant section(s) of the OHS Roles and Responsibilities Guideline.**

#### **Values**

Values consistent with those of Bayside Health which are:

- Caring and responding to our patients
- Encouraging and achieving excellence, continual learning and improvement
- Working in partnership and co-operation
- Being responsible and accountable for the services we provide
- Achievement through team work
- Treating people with integrity, in a friendly, trusting and respectful manner and environment.

#### **QUALIFICATIONS/EXPERIENCE REQUIRED**

- Nurses Board of Victoria registration

**Position Description authorised by: Director of Nursing, The Alfred  
Date: October 2007**