



**Swan Hill**  
District Health  
Connected Care. Best Experience.



**Inclusive**

**Compassionate**

**Progressive**

**Accountable**

## **Residential In Reach – Nurse Practitioner/Experienced Registered Nurse** *(Maternity Leave Replacement)*

Applications are sought from suitably qualified & experienced registered Nurse Practitioners and/or Experienced Registered Nurses to work in our organisation to support the Aged Care Homes in the area providing care and preventing transfers to hospital for their consumers.

Our friendly and supportive District Nursing team is enhancing their services in the community into our public, private and not for profit aged care homes. This person will be an excellent communicator with consumers, nursing and medical staff and families. They will work be able to work autonomously and contribute to a team.

### **About You:**

- Registered Nurse with endorsement as a Nurse Practitioner by the Nursing and Midwifery Board of Australia or Experienced Registered Nurse.
- Current National Police Check & Working with Children's Check
- Complete COVID Vaccinations & 2022 Flu Vaccination, Serology evidence of immunisation status

### **About us:**

Swan Hill District Health is a 143 bed (including Aged Care), fully integrated rural public health facility servicing a greater community of around 35,000 people. Our vision at, Swan Hill District Health, is to provide clear, connected care, best experience for our Community. SHDH is a compassionate, family friendly employer where every employee is a valued team member. Inclusive of a perfect work/life balance, SHDH also provides:

- A dynamic workplace
- Discounted Corporate gym memberships
- Free onsite car parking
- Professional Development opportunities
- Salary Sacrifice/Packaging
- Employee Assistance Program
- Advanced training opportunities
- A professional and committed workforce
- Variety in work and a sense of achievement for the community

**Enquiries** about this role should be directed to Nurse Unit Manager District Nursing, Maria Fox on (03) 5033 9375 or email [MFox@shdh.org.au](mailto:MFox@shdh.org.au)

**To apply** for this position, email the completed Application for Employment form, Cover letter, CV and response to the key selection criteria to [employment@shdh.org.au](mailto:employment@shdh.org.au)



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You will find the full position description containing the key selection criteria & application for employment form in the attached documents. Swan Hill District Health reserves the right to commence interview immediately upon receipt of applications.

**Applications Close: Friday 1 March 2024**

*Swan Hill District Health is an equal opportunity employer committed to diversity and inclusion. We welcome applications from Aboriginal and Torres Strait Islander people, people with diverse cultural and linguistic backgrounds and people with disability.*

<b>Position:</b>	<b>Nurse Practitioner Candidate / Experienced Registered Nurse</b>
<b>Classification:</b>	<b>Nurse Practitioner Candidate / Experienced Registered Nurse</b>
<b>Department:</b>	<b>District Nursing for Residential in Reach services</b>
<b>Reports to:</b>	<b>NUM District Nursing</b>
<b>Key Relationships</b>	<p><b>Executive Director of Clinical Care</b> Accountability. Participate in discussions and decisions; escalate issues and propose solutions; receive guidance and provide regular updates on key projects, issues and priorities.</p> <p><b>NUM District nursing and Residential Aged Care Home Managers</b> Clinical Supervision and clinical accountability. Attend and participate in regular care reviews, supervision and case reviews to ensure seamless delivery of quality care.</p>
<b>Position Summary:</b>	The Nurse Practitioner Candidate / Experienced Registered Nurse provides person-centered care at an advanced nursing practice level incorporating diagnostic and treatment interventions using a high level knowledge, skills and autonomy to achieve people focused quality care in Residential aged care homes in the Swan Hill region.
<b>Responsibilities:</b>	<ul style="list-style-type: none"> <li>• Conduct comprehensive, relevant and holistic health assessments and apply diagnostic reasoning to formulate diagnoses to inform clinical decision making and engage multidisciplinary team and patients in this process.</li> <li>• Consider quality use of medicines and therapeutic interventions in planning care, and prescribe and implement non-pharmacological and pharmacological therapeutic interventions in accordance with federal, state and territorial legislation and professional regulation governing Nurse Practitioner Candidate / Experienced Registered Nurse practice.</li> <li>• Advocate for, participate in, and lead systems that support safe care, partnership and professional growth through translating and integrating evidence into planning care, education and support of colleagues.</li> <li>• Refer and consult for care decisions to obtain optimal outcomes for the person receiving care and evaluates outcomes and improves practice.</li> <li>• Respond effectively to situations and the changing status of the residential aged care consumer to deliver appropriate and effective care.</li> <li>• Contribute to quality health care through life-long learning and professional development, research data generation, clinical supervision, mentoring, coaching and development of policy and clinical practice guidelines.</li> <li>• Participate in relevant consumer safety and quality education and deliver services in accordance with the Aged Care Quality Standards.</li> <li>• Provide complex, advanced and extended clinical nursing services to consumers and carers, including timely and accurate maintenance of health care information and documentation to facilitate positive health outcomes.</li> <li>• Practice in accordance with the Nursing and Midwifery Board of Australia Professional Standards including, Nurse Practitioner Candidate / Experienced Registered Nurse Competencies (outlined below), Code of Ethics for Nurses, and Code of Professional Conduct for Nurses, and the</li> </ul>

	<p>Aged Care code of Conduct for Nurses to deliver professional, competent care in line with public expectations.</p> <p><b>Nurse Practitioner Candidate / Experienced Registered Nurse Competencies:</b></p> <p>Standard 1: Dynamic practice that incorporates application of high level knowledge and skills in extended practice across stable, unpredictable and complex situations. Standard 2: Professional efficacy whereby practice is structure in a nursing model and enhanced by autonomy and accountability. Standard 3: Clinical leadership that influences and progresses clinical care, policy and collaboration through all levels of the health care service.</p>
<b>Key Selection Criteria:</b>	<ul style="list-style-type: none"> <li>• Eligible for registration in the category of Registered Nurse with endorsement as a Nurse Practitioner Candidate / Experienced Registered Nurse by the Nursing and Midwifery Board of Australia.</li> <li>• Demonstrated high level of confidence and clinical proficiency in carrying out a range of procedures treatments and interventions that are evidence based and informed by specialist knowledge.</li> <li>• Demonstrated ability and confidence to apply extended practice competencies within a scope of practice that is autonomous and collaborative, performed within residential aged care homes.</li> <li>• Demonstrated ability to critically appraise and integrate relevant research findings in decision making about health care management and interventions for people living in residential aged care.</li> <li>• Demonstrated high level of interpersonal, communication and negotiation skills to effectively engage and collaborate with managers and members of the multidisciplinary team.</li> <li>• Demonstrated skills in accessing established and evolving knowledge in clinical and social sciences, and the application of this knowledge to consumer care the education of others.</li> <li>• Current National Police Record Check.</li> <li>• Current "Working with Children Permit".</li> <li>• NDIS Worker Screening Check</li> <li>• Evidence of immunisation records/history as part of the Health Services Act 1988, 2020 Amendment (Mandatory Vaccination of Healthcare Workers), through either documentation or copy of serology report. It is required that there is immunisation for all vaccine preventable illnesses.</li> </ul>
<b>Salary/Award:</b>	Nurses and Midwives (Victorian Public Health Sector) (Single Interest employers) Enterprise Agreement 2021 -2024
<b>Infection Control:</b>	<ul style="list-style-type: none"> <li>• Each staff member has a responsibility to minimize exposure to incidents of infection/cross infection of residents, staff, visitors and the general public.</li> <li>• The risk minimization strategies are to be supported by all staff adhering to the Infection Control Manual policies, procedures and guidelines.</li> </ul>
<b>Continuous Quality Improvement:</b>	<ul style="list-style-type: none"> <li>• Each staff member is expected to demonstrate a commitment to best practice.</li> <li>• All staff shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high quality health care.</li> <li>• All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards.</li> <li>• It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies &amp; Protocols.</li> </ul>
<b>Person Centered Care:</b>	The Health Service supports in its values the philosophy of Person Centered

	<p>Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care.</p> <p>We recognise diversity is part of every person &amp; as such providers of health care must be actively involved in developing models of care that are person centered.</p>
<b>Child Safety:</b>	<p>All children have the right to feel and be safe. Keeping children safe is everyone's responsibility. SHDH is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them.</p> <p>SHDH have zero tolerance to child abuse.</p> <p>Each employee has a responsibility to adhere to this requirement. Any breach of this standard will result in disciplinary action.</p>
<b>Our Purpose</b>	<p><b>Connected Care / Best Experience</b></p> <p>SHDH commits to meet the growing health care needs of our community through our new vision to provide better connected care and to achieve the best care experience.</p>
<b>Privacy and Confidentiality:</b>	<p>SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection.</p> <p>Each employee has a responsibility to adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.</p>
<b>Mandatory Training:</b>	<p>All employees must be aware of and complete designated mandatory training within the required time frame.</p>
<b>Safety:</b>	<p><b>RESPONSIBILITIES: It is the responsibility of every staff member to:</b></p> <ul style="list-style-type: none"> <li>• Take reasonable care for their safety and the safety of others while at work.</li> <li>• Report accidents, incidents and potential hazards as soon as reasonably practicable to their supervisor and record on VHIMS reporting system.</li> <li>• Advise their supervisor if they have an injury or illness that may affect their ability to perform the inherent requirements of their position.</li> <li>• Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual.</li> <li>• Complete all Mandatory training requirements as identified and directed.</li> <li>• Comply with the Occupational Health and Safety Act and all SHDH O.H. &amp; S. online Policies and Procedures.</li> </ul>
<b>Asset Management:</b>	<p>Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.</p>
<b>Review:</b>	<p>Annual Performance Appraisal</p>
<b>Previous Revision dates:</b>	
<b>Current:</b>	<p>December 2022</p>

Managers Name:	Maria Fox, NUM District Nursing
Managers Signature:	
Employees Name:	
Employees Signature:	



The Application for Employment form is required to be submitted with the following documents:

- ☐ Covering letter in support of application
- ☐ Response to Key Selection Criteria
- ☐ Applicants Curriculum Vitae

**Position Applying for**

**General Information**

**Name**

**Address**

**Contact**

Home phone

Mobile

Email

Are you of Aboriginal/Torres Strait Islander Origin? ☐ No ☐ Aboriginal ☐ Torres Strait Islander  
(This question is voluntary)

Do you wish to be identified under this category? ☐ Yes ☐ No

Are you an Australian Citizen or Permanent Resident: ☐ Yes ☐ No Date of Grant ...../...../.....

If no, what is your current Visa Status – Visa type ..... Expiry date ...../...../.....

Place/Country of issue: ..... Issue Number: .....

Do you require sponsorship? ☐ Yes ☐ No

**Conditions of Employment**

Employment conditions are governed by the relevant Public Sector Health Industry Awards and EBAs relevant to the position applied for:

**Initial employment is subject to:**

- 6 months' probationary period (with a review at 3 months.)
- Requirement to work any shift
- Requirement to work in any department as required

**Hours of Work** – ..... (Availability)

**Discipline/Misconduct**

Have you experienced discipline or misconduct action at any previous employment? ☐ Yes ☐ No

If **Yes**, please provide details:

## Police and Working with Children Checks

Satisfactory Police Checks, and in some areas, Working with Children Checks are mandatory at the point of employment.

If you have a current Police Check and/or Working with Children Check, please show the check identifying numbers and the date of issue: \_\_\_\_\_

Upon engagement, you will be required to provide the necessary information to complete a Check. Please note that it is a condition of employment that you maintain a current satisfactory Police Check and, if required, Working with Children Check.

## Pre-existing Health and Injury Declaration

Swan Hill District Health (SHDH) is committed to achieving a safe working environment for all employees. As part of this, it is our objective to ensure potential employees are not required to work in duties that they are not able to perform safely. As part of the application process for employment with SHDH, we request you to disclose any pre-existing injury or disease which may be adversely affected by the performance of the inherent requirements of the position you have applied for – as described in the Position Description for the position.

Pursuant to S.41 (1) and (2) of the *Workplace Injury Rehabilitation and Compensation Act 2013*, you are required to disclose to SHDH any pre-existing injury or disease that you have suffered of which you are aware, and could reasonably be expected to foresee, could be affected by the nature of this proposed employment.

Failure to make a disclosure, or the making of a false or misleading disclosure, would disentitle you to compensation pursuant to the *Workplace Injury Rehabilitation and Compensation Act 2013* should you suffer any reoccurrence, aggravation, acceleration, exacerbation or deterioration of your pre-existing injury or disease arising out of, or in the course of, or due to the nature of with SHDH. SHDH will rely upon any failure to disclose in accordance with the provisions of the *Workplace Injury Rehabilitation and Compensation Act 2013* as grounds for denying compensation in accordance with S.41 (1) and (2).

Should any alteration, change or rearrangement be necessary to enable you to carry out the inherent requirements of the position, we also request that you disclose these requirements. SHDH is an equal opportunity employer and will arrange any reasonable adjustment to enable a person with a disability to perform the inherent requirements of the position and therefore compete equally with other applicants for this position. Please disclose in the place below any pre-existing injury or diseases that you suffer from, or have suffered from, which could be affected by the nature of your proposed employment with Swan Hill District Health.

**Disclosure advice: - (to be completed by the applicant)**

I confirm that I have read and understood the contents of the above information and state that I have disclosed all relevant information in relation to my health and physical ability to carry out the inherent requirements of this position.

**Signature of applicant:** \_\_\_\_\_ **Date:** ...../...../.....

**NOTE:** If providing this form electronically, you accept that the information is true and correct by the action of submitting the form. You will be requested to sign the printed version at your interview if you are selected.

### Enquiries:

Email address: [employment@shdh.org.au](mailto:employment@shdh.org.au)

Phone: 03 50339315

Postal Address: PO Box 483 SWAN HILL VIC 3585