

Position Description



Position Description	Community Health Nurse
Reports to:	Health Team Leader (RN)
Classification:	Registered Nurse Nurses Award 2010
Tenure/Hours of Work:	

Background

The Kirrae Health Service Inc was established in the 1970's and provides a range of health services, home and community care and centre based activities and programs to members of our community who live at the Framlingham Aboriginal Settlement and in neighbouring areas including Warrnambool, Koroit, Yambuk, Allansford, Princetown and Bushfield.

Our Vision

That we continue to support families as our core cultural base, celebrating our strong family links, gaining cultural, social, emotional and economic well-being within our family units as this will support us to grow as individuals within a strong community.

Mission Statement

The Kirrae Health Service Inc. exists in order to service the physical, mental and emotional health needs of the Framlingham Aboriginal Community in a manner that is effective, culturally sensitive and acceptable to the community.

1. Main Objectives of This Role

The main objective of this role is to provide general clinical health services within the Health Program at Kirrae, to assist in achieving the vital objectives of improved health and wellbeing outcomes in Aboriginal health.

The program aims to:

- Improve the health of Aboriginal and Torres Strait Islander mothers, babies and children.
- Help to ensure that people with a chronic disease are case managed within a client and family formulated shared care plan, to ensure culturally safe and timely clinical best practice that maximises the client's quality of life.
- Help to monitor and screen the community to ensure that any risk factors, signs or symptoms of illness are picked up early to enable the implementation of early intervention strategies that will reduce the incidence of chronic disease
- Help to provide Health Promotional events and activities that are targeted at areas of most need aligned to disease burden and community sentiment.
- Support good mental health initiatives and services for the Framlingham Community
- Help upskill and mentor Aboriginal Health Workers and contribute to good knowledge sharing and management

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2. Job functions and responsibilities

Clinical Care

- Provide direct clinical care and assessment services within the health service or in the client's home.
 - Triage: provide culturally appropriate initial advice and assistance to clients, apply first aid if appropriate or refer to GP or Hospital Emergency Department
 - Management of wounds
 - Vital signs monitoring
 - Aboriginal and Torres Strait Islander Health Assessments
 - Assist with case management of clients with chronic disease
 - Refer on to appropriate health care/support and with Aboriginal Health Workers assist to engage with appropriate services for continuity of care
 - Collection and management of pathology specimens as required

Other Duties

- Liaise with Aboriginal Health Workers to enable brief interventions and responsiveness of service delivery
- Assist with medication management
- Assist with GP and Allied Health Clinics as required
- Ensure adequate clinical resources for delivery of care
- Assist with biomedical equipment testing and calibration
- Assist with Cold Chain Management
- Assist with health promotion
- Enter client data on Communicare (client database) in relation to all client activity
- Participate in collaborative care with other KHS programs and services
- Other duties as required including but not limited to client transport

Continuous Quality Improvement

- Participate in and contribute to continuous quality improvement initiatives and other organisational activities to meet Quality Improvement Council Standards
- Work in conjunction with the Quality and Administration Coordinator to meet all Risk Assessment and QIC Accreditation criteria
- Play an active role in the KHS Risk Management Framework
- Participate in management meetings

3. Workplace Occupational Health & Safety (OH&S)

- Comply with occupational health and safety policies and procedures
- Report potential health and safety hazards and risks
- Comply with workplace housekeeping requirements and maintain work space in a clean and tidy state

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3. Key Performance Indicators

- Timely quality data entry in Communicare
- Professional development/CDP points maintained to fulfil all requirements of the Australian Nursing and Midwifery Board
- Maintain annual Nursing Registration
- Participate in collaborative care with other KHS programs and services
- Interactions with clients are kind, caring and respectful of each client’s identity, culture and diversity

4. Reporting Relationships

Internal

- This position reports to the Health Program Team Leader
- This position is required to interact with all staff members on a regular basis

External

- Community members
- Health professionals including GP’s, Specialists and Allied Health Services

5. Professional Development

- Participate in meetings, training, supervision and in-service education as approved by the Practice Manager
- Participate in annual work plan reviews/performance appraisals
- Maintain annual nursing registration and professional development requirements

6. Minimum Qualifications / Skills Required

- Australian Registered Nurse
- Current unrestricted drivers licence
- Ability to communicate effectively and sensitively with Health Service clients in a supportive, culturally appropriate and caring manner
- Ability to work autonomously, exhibit a high level of initiative, and exercise tact and diplomacy as required
- Ability to work collaboratively as a member of a diverse team and in partnership with other agencies
- Skills in advocacy, negotiation and the ability to deal with conflict constructively
- Sound planning and organisational skills
- Well-developed written and verbal communication skills
- Ability to keep clear and concise client records
- Ability to analyse issues/problems and propose solutions
- Ability to competently use computing software including knowledge of Microsoft Office.
- Knowledge of Aboriginal health and social issues

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EXPERIENCE:

- Minimum of 5 years' experience working in Primary Health Care
- Experience working in community based Primary Health Care desirable
- Demonstrated ability to work collaboratively within a multidisciplinary team to achieve positive health outcomes
- Confidence and ability to interact with a wide range of people
- Professional telephone communication and customer service experience
- Experience working with Aboriginal people desirable

KNOWLEDGE:

- Knowledge and understanding of health service models that support Aboriginal people to live independently in the community
- Understanding of the social determinants of health and how they impact the lives of Aboriginal people
- Understanding and knowledge of the principles and practices of Workplace Participation, Workplace Diversity and Occupational Health & Safety

ATTITUDE:

- Appreciate, respect and value differences within the Kirrae Health Service staff
- Contribute to and support positive staff morale
- Show sensitivity to the needs of Health Service clients
- Promote and present a positive image of Kirrae Health Service to other staff, clients and the community in general
- A willingness to work with Aboriginal people and Aboriginal communities

9. Other

Employment is subject to a satisfactory Police Check and Working with Children's Check.

Kirrae Health Service is committed to the health, safety and wellbeing of its staff. Kirrae Health Service and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. Kirrae Health Service expects staff to comply with its policy and procedures which relate to statutory requirements and our ways of working.

I have read and understood the requirements of this role, as outlined in this Position Description.

Name: _____ Signed: _____ Date: ____/____/____

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