

COMMUNICABLE DISEASE NURSE – PUBLIC HEALTH UNIT

1. PURPOSE OF POSITION

To ensure that a quality, culturally competent service is delivered in Taranaki.

To provide specialist nursing leadership and direction for the communicable disease service of the Public Health Unit, with a focus of infection prevention and control including COVID-19.

- To decrease risk and enhance the quality of care through leadership and quality improvement
- To support a coordinated approach to the management of communicable diseases in Taranaki
- To demonstrate professional accountability and leadership
- To participate in the operational response to infectious and environmental problems and incidents that impact on Public Health in the Taranaki region
- To participate in training and education, audit, and policy development in relation to health protection issues
- To support the Medical Officer of Health in the coordination of the management of Tuberculosis, and other vaccine preventable diseases
- To lead or participate in projects that aim to improve health outcomes for our communities, with a particular focus on reducing inequalities
- To maintain a close liaison with the multi-disciplinary team

2. ORGANISATIONAL VALUES

The Taranaki District Health Board's (DHB) mission (Te Kaupapa) is improving, promoting, protecting and caring for the health and well-being of the people of Taranaki. Taranaki DHB's values define who we are as an organisation, the way we work with each other, our patients, whanau and external partners. Our Te Ahu Taranaki DHB values are:

Partnerships	WHANAUNGATANGA	We work together to achieve our goals
Courage	MANAWANUI	We have the courage to do what is right
Empowerment	MANA MOTUHAKE	We support each other to make the best decisions
People Matter	MAHAKITANGA	We value each other, our patients and whanau
Safety	MANAAKITANGA	We provide excellent care in a safe and trusted environment

3. DIMENSIONS

Reports to:	Manager, Regulatory Services, Public Health Unit
FTE reporting directly to you	–
Financial limits authority	–
Funding budget	–

4. WORKING RELATIONSHIPS

External	Internal
General Practitioners Primary Health Organisations Practice Nurses General Public Aged Care Facilities Māori Health Providers Educational Facilities (including early childhood centres) Whānau/Families	Medical Officer of Health Professional Lead – Nursing Health Protection Officers Public Health & Community Services Nurse Manager Public Health Nurses Secondary Health Team Paediatricians Physicians Immunisation Coordinator Public Health Unit Team Lead Maternity Carers

5. ACCOUNTABILITIES

Key Area of Responsibility	Expected Outcomes
1. Clinical Duties To provide clinical and professional nursing leadership and direction for the communicable disease service of the Public Health Unit	<ul style="list-style-type: none"> • Work with the Medical Officer of Health and Regulatory Services Manager to provide innovative and proactive solutions to communicable disease management issues within the PHU and allied provider organisations. • Act as a role model and mentor for nurses in expert practice. • Be knowledgeable about all treatment/procedures in relation to communicable disease management and discuss all treatment options with clients. • Act as a patient advocate when appropriate, respecting patients' privacy, diverse cultural backgrounds and requirements. • Actively participate in strategic and operational planning processes for the communicable disease service within the PHU. • Engage with the Public Health Nurse Manager to ensure their perspective is clearly articulated. • Undertake other work as required that interfaces with the PHU and the PHN team, including early childhood centres and infections which affect children, communicable disease education, and infection control. • Apply a health equity lens to all areas of work in order to ensure

	the best possible health outcomes for all clients.
2. To provide clinical nursing expertise in the prevention and management of communicable disease in Taranaki	<ul style="list-style-type: none"> • Co-ordinate the nursing management and provide nursing leadership for the public health follow-up and management of infectious notifiable diseases such as tuberculosis, vaccine preventable diseases, acute rheumatic fever, meningococcal disease, COVID-19 and when appropriate section C diseases. • Provide infection prevention and control advice for the prevention of communicable diseases of public health significance within the community. • Work with the administration support team to identify, plan and develop resources required to assist with the management of communicable disease. • Liaise with secondary services for the planning for cases and contacts of COVID-19 and other communicable diseases. • Provide education and assessment for credentialing and auditing requirements. • In consultation with the Medical Officer of Health identify areas requiring further development related to communicable disease nursing practices within the Public Health Unit.
3. Quality Improvement	<ul style="list-style-type: none"> • Actively participate in a range of quality improvement and planning activities within the scope of communicable disease management in Taranaki in consultation with the Medical Officer of Health and Regulatory Services Manager. This includes planning and development of resources. • Work with the Medical Officer of Health to ensure the standard of care provided meets legislative, ethical and professional standards.
4. Teamwork	<ul style="list-style-type: none"> • Promote the fostering of a team environment that enhances partnership and co-operation. • Assist in the development of new policies and procedures within the Public Health Unit. • Attend meetings where appropriate. • Demonstrate commitment to continual improvement activities and undertakes such, as appropriate. • Develop and encourage customer focus.
5. Professional Development	<ul style="list-style-type: none"> • Has an agreed self-development plan. • Maintains an up-to-date PDRP. • Actively partakes in annual performance reviews.

Organisational Accountabilities	Expected Outcomes for all Managers and Team Leaders
<p>Health Equity</p>	<p>The Taranaki DHB strives to eliminate health inequalities and achieve health equity for the Taranaki population. In practical terms this means all Managers, Team Leaders and roles with responsibility for managing staff, are required to implement relevant health equity policies, procedures, approaches and guidelines issued from time to time including:</p> <ul style="list-style-type: none"> • Implementing the Pae Ora Framework which requires: <ul style="list-style-type: none"> ○ Demonstrating the principles of Partnership, Participation and Protection under the Treaty of Waitangi; ○ Understanding the determinants of ethnic inequalities in health, the “Drivers of ethnic inequalities in health” and the “Pathways to Inequalities” both of which are referenced in the Taranaki DHB Pae Ora Framework, Appendix 1; ○ Enabling Māori participation in design and delivery of services; ○ Ensuring Health Equity assessment is undertaken with appropriate input where services, policies or programmes are expected to improve outcomes for Māori; ○ Ensuring appropriate health literacy responses are developed and implemented to support effective engagement with and delivery for Māori and high needs communities; ○ Setting and monitoring equity (no differential) and other quality improvement targets; ○ Strengthening performance improvement, monitoring and accountability mechanisms to ensure that the organisation is on track to achieve equity of health outcomes for Māori; • Taking affirmative action to increase the Māori workforce within your team according to the Māori workforce targets set for the Taranaki DHB; • Providing leadership for self and team to: <ul style="list-style-type: none"> ○ Review clinical practice and those of your peers, through a health equity and quality lens; ○ Ensure collection of high-quality ethnicity data according to the Taranaki DHB Ethnicity Data Collection Policy and procedures; ○ Audit, monitor and evaluate health impact and outcome data to improve the delivery of high-quality health care for Māori; • Provide critical analysis of those organisational practices that maintain disparities in health care.
<p>Health and Safety</p>	<p>The Taranaki DHB is committed to ensuring that a safe and healthy work environment is achieved and maintained. All Team Leaders and Managers will support the DHB’s health and safety culture by:</p>

Organisational Accountabilities	Expected Outcomes for all Managers and Team Leaders
	<ul style="list-style-type: none"> • Planning, organising and managing health and safety activities directed at preventing harm and promoting health and wellbeing in the workplace. • Following, implementing and ensuring compliance of all Health and Safety policies, procedures and processes. • Working closely with and supporting the Health and Safety Representative(s) role. • Ensuring a safe working environment and work practices through risk and hazard identification and management. • Ensuring health and safety is a standard agenda item in all meetings. • Ensuring health and safety reported events are followed up and closed off within required timeframes. • Ensuring health and safety audit activity occur; results reviewed and improvement actions implemented. • Ensuring health and safety management accountability for all direct reports is monitored and reviewed as part of the performance review process. • Actively supports staff rehabilitation and provides return to work options. • Ensuring health and safety related Key Performance Indicators are measured, reported and performance monitored.
Personal Development	<ul style="list-style-type: none"> • Fully contributes to the individual's team performance and is committed to identify and pursue opportunities for developing new knowledge and skills. • Participates in the performance appraisal process where personal performance and development is reviewed. • Willing to accept new responsibilities, acquire and demonstrate relevant new knowledge.

6. VARIATION TO DUTIES

Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities can be amended from time to time either by additional, deletion or straight amendment to meet any changing conditions, however this will only be done in consultation with the employee.

7. CAPABILITY REQUIREMENTS

Capabilities are the behaviours demonstrated by a person performing the job. Capabilities identify what makes a person most effective in a role. Those listed below are expected for the **Public Health Unit** team roles in the organisation. The required capabilities can change as the organisation develops and the roles change.

Capability
Effective Communication Shares well thought out, concise and timely information with others using appropriate mediums.

Capability
Ensures information gets to the appropriate people within the organisation to facilitate effective decision making
Decision Making/Problem Solving Demonstrates effective and timely decision making/problem solving techniques. Aware of the impact of decisions on key stakeholders and consults as appropriate utilising available resources. Is proactive and effective when problem solving is required.
Innovation/Initiative Continually strives for new and improved work processes that will result in greater effectiveness and efficiencies. Questions traditional ways of doing things when choosing a course of action or finds new combinations of old elements to form an innovative solution.
Resilience/Flexibility Articulates differing perspectives on a problem and will see the merit of alternative points of view. Will change or modify own opinions and will switch to other strategies when necessary. Adjusts behaviour to the demands of the work environment in order to remain productive through periods of transition, ambiguity, uncertainty and stress.
Cultural Competence Articulates a sound understanding of the principles of effective engagement with Maori as well as with people of other unique cultures. Understands concepts of whanaungatanga and manaakitanga and Maori cultural orientation to whanau, hapu and iwi.
Teamwork Works to build team spirit, facilitates resolution of conflict within the team, promotes/protects team reputation, shows commitment to contributing to the teams success.

8. EDUCATION

<p>Essential</p> <ul style="list-style-type: none"> • New Zealand Registered Nurse with a current Annual Practising Certificate • Up-to-date Nursing Portfolio at Expert level (or commitment to working towards within six months of appointment) • Masters Degree or PG Diploma and working towards Masters completion • Public Health qualification <p>Desirable</p> <ul style="list-style-type: none"> • Gazetted Bacillus Calmette-Guérin (BCG) vaccinator • Non-Medical Approved Vaccinator • Approved for Mantoux testing • Knowledge and experience with infection prevention and control • Teaching qualification

9. SKILLS

<ul style="list-style-type: none"> • Excellent communication and interpersonal skills • Understanding of cultural needs and Māori models of health with an ability to apply that understanding in your work • Knowledge of Te Ao Māori and Taranaki tikanga and Reo • Sound working knowledge of Te Tiriti o Waitangi • Expertise in the area of communicable disease, contact tracing and BCG vaccination • Highly developed communication and interpersonal skills • High standard of clinical skills
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- Education and training/programme development skills
- Illustrates ability to develop programmes to address clinical issues, successfully implements them and evaluates outcomes
- Quality improvement/audit skills
- Computer literate in Microsoft packages including Word and Excel
- Holds a current drivers licence and be able to drive a vehicle

10. EXPERIENCE

Essential

- Minimum of three years post registration Public Health communicable disease experience
- Established networks and in-depth knowledge of health equity
- Knowledge of Communicable Disease and Public Health Management of Communicable Disease
- Proven experience in managing and prioritising own workload in the context of multiple competing priorities

Desirable

- In depth knowledge of and existing relationships with key agencies, networks, health services and structures, including iwi and Māori community networks
- Leadership experience preferred
- Previous clinical education experience preferred
- Audit teaching experience