

## DISTRICT NURSE

### 1. PURPOSE OF POSITION

To provide District Nursing care to the Central and South Taranaki Community. Undertake a clinical workload that includes assessment and treatment.

The position is based in Hawera and covers Hawera, Eltham, Stratford, Whangamomona, Opunake, Patea, Waverley and Waitotara areas.

### 2. ORGANISATIONAL VALUES

The Taranaki District Health Board's (DHB) our 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:

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

### 3. DIMENSIONS

<b>Reports to:</b>	Nurse Manager – Hawera Hospital
<b>Number of people reporting to you</b>	0
<b>Financial limits authority</b>	0
<b>Operating Budget</b>	0

### 4. WORKING RELATIONSHIPS

External	Internal
General Practitioners Hospice Wound-care product specialists in conjunction with the Clinical Nurse Specialist (CNS)	Wound Clinical Nurse Specialist (CNS) Continence Clinical Nurse Specialist (CNS) Stoma Clinical Nurse Specialist (CNS) Outpatients Department (OPD)/Emergency Department (ED)/

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Liaise with other DHBs Rest Homes/Retirement Villages Community Providers	Inpatient wards Medical staff
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### 5. ACCOUNTABILITIES

Key area of responsibility	Expected outcomes
<b>1. Clinical Duties</b> To perform clinical duties on a rostered basis with optimum patient management and care	<ul style="list-style-type: none"> <li>Regular assessment and monitoring of patient's condition.</li> <li>Patient progress is monitored on patient pathway.</li> <li>Accurate and appropriate documentation.</li> <li>Patient education and health promotion activities are undertaken relevant to patients their families/ significant others.</li> <li>TDHB policies and procedures are complied with.</li> </ul>
<b>2. Patient Care</b> Responsible for providing quality care for patients	<ul style="list-style-type: none"> <li>Use assessment skills to plan and implement care</li> <li>Evaluate effectiveness of care</li> <li>Liaise with other health care providers</li> <li>Attend inter professional meetings</li> <li>Demonstrate cultural sensitivity</li> <li>Maintain privacy and confidentiality</li> <li>Acts as patient advocate</li> </ul>
<b>3. Environment and Facilities</b> Maintain a safe and effective work environment	<ul style="list-style-type: none"> <li>Reports malfunctions and issues to Nurse Manager</li> <li>Maintains an environment that prevents spread of infection</li> <li>Disposes of sharps and infectious material as per protocol</li> <li>Proactive with respect to health and safety</li> </ul>
<b>4. Team Work</b> To ensure you work as part of the team, working towards common organisational goals	<ul style="list-style-type: none"> <li>Promote and environment that enhances partnership and cooperation</li> <li>Develops and encourages a customer focus</li> <li>Ability to adapt as workload requires</li> <li>Shares skills and information with other team members</li> <li>Delegation and supervision of Enrolled Nurse and Students</li> </ul>
<b>5. Staff Development</b> Maintain professional development an clinical skills. Seek opportunities for self development	<ul style="list-style-type: none"> <li>Attend regular in service education</li> <li>Undertake compulsory education and additional training and development</li> <li>Share knowledge and skills with others</li> <li>Participates in on going training</li> </ul>

Organisational Accountabilities	Expected Outcome for all employees
<b>Health Equity</b>	The TDHB strives to eliminate health inequalities and achieve health equity for the Taranaki population. In practical terms this means all staff are required to implement relevant health

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	<p>equity policies, procedures, approaches and guidelines issued from time to time including:</p> <ul style="list-style-type: none"> <li>• the Pae Ora Framework which requires:               <ul style="list-style-type: none"> <li>○ Demonstrating the principles of Partnership, Participation and Protection under the Treaty of Waitangi;</li> <li>○ improving understanding of the determinants of ethnic inequalities in health, in particular the “Drivers of ethnic inequalities in health” and the “Pathways to Inequalities” both of which are referenced in the TDHB Pae Ora Framework, Appendix 1;</li> <li>○ Ensuring Health Equity assessment is embedded into your practise where services, policies or programmes are expected to improve outcomes for Māori;</li> <li>○ Effectively implementing health equity approaches outlined for Health Professionals in “Equity of Health Care for Maori: A Framework” published by the Ministry of Health to support He Korowai Oranga Refresh 2014, national Maori Health Strategy;</li> <li>○ Ensuring appropriate health literacy responses are used for effective engagement with Māori;</li> </ul> </li> <li>• You must ensure accurate ethnicity data is collected or held for patients and clients you interact with by following the TDHB Ethnicity Data Collection Policy and procedures;</li> <li>• You must attend the Cultural Competency training provided by and for staff of the TDHB including Treaty of Waitangi workshop, General/Clinical Refreshers, Engaging Effectively with Maori and any other training identified as essential for staff.</li> </ul>
<p><b>Health and Safety</b></p>	<ul style="list-style-type: none"> <li>• Maintains a safe and healthy environment</li> <li>• Complies with health &amp; safety policies and procedures</li> <li>• Carries out work in a way that does not adversely affect their health and safety or that of other workers</li> <li>• Complies with procedures and correctly use personal protective equipment and safety devices provided</li> <li>• Contributes to hazard identification and management process</li> <li>• Reports accurately near misses/incidents/accidents in a timely manner</li> <li>• Participates in health and safety matters</li> </ul>
<p><b>Personal Development</b></p>	<ul style="list-style-type: none"> <li>• Fully contributes to the individuals’ team performance and is committed to identify and pursue opportunities for developing new knowledge and skills.</li> <li>• Participates in the performance appraisal process where personal performance and development is reviewed.</li> <li>• Willing to accept new responsibilities, acquire and demonstrate relevant new knowledge.</li> </ul>

**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 District Nursing team roles in the organisation. The required capabilities can change as the organisation develops and the roles change.

<b>Capability</b>
<b>Effective Communication</b> Shares well thought out, concise and timely information with others using appropriate mediums. Ensures information gets to the appropriate people within the organisation to facilitate effective decision making
<b>Decision Making/Problem Solving</b> Demonstrates effective and timely decision making/problem solving techniques. Aware of the impact of decisions on key stakeholders and consults as appropriate utilizing available resources. Is proactive and effective when problem solving is required.
<b>Innovation/Initiative</b> 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.
<b>Resilience/Flexibility</b> 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.
<b>Cultural Safety</b> Demonstrates a commitment to cultural safety by meeting and exceeding the cultural needs of clients/customers/colleagues. Manages cultural ambiguity and conflicting priorities well. Understands concepts of whanaungatanga and manaakitanga and Maori cultural orientation to whanau, hapu and iwi.
<b>Teamwork</b> Works to build team spirit, facilitates resolution of conflict within the team, promotes/protects team reputation, shows commitment to contributing to the teams success

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### 8. EDUCATION

Registered Nurse with current New Zealand Practicing Certificate.  
Current New Zealand Drivers Licence.

### 9. SKILLS

Able to communicate effectively with all staff, patients and patients' families or care givers.  
Show mutual respect - positively contributing to the good of the department.  
Have a commitment to quality and accuracy and is keen to learn and develop new skills.  
Dedicated team player.  
Show a caring but professional manner in all aspects of work.  
Able to cope with a high and varied work load.  
Keen to learn new skills.  
Compression therapy.  
Vac certification.  
IV therapy, Venepuncture, Cannulation.  
Male catheterisation.  
Wound care.

### 10. EXPERIENCE

Experience delivering nursing services in a small rural hospital.  
District Nursing experience.  
Ability to cope with varied workload.