

OPIATE SUBSTITUTE TREATMENT (OST) COMMUNITY NURSE

1. PURPOSE OF POSITION

The purpose of this position is to provide specialist nursing assessment and case management to those referred to and receiving Opiate Substitution Treatment and to provide advice, guidance and support to their family/whanau and support network.

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:

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:	Team Leader, Alcohol and Drug
Number of people reporting to you	-
Financial limits authority	-
Operating Budget	-

4. WORKING RELATIONSHIPS

External	Internal
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Community Pharmacies General Practitioners Other DHB OST Programmes Consumer & Family Advisory Groups Midland Network AOD Advisory Group NAOTP National Addiction forums DAPAANZ	Team Leader - Alcohol and Drug Medical Officer – Addiction Services Withdrawal Management Nurse Clinical Director - Mental Health and Addiction Services Alcohol and Drug Team Consumer Advisor Alcohol and Drug Family Advisor Adult Mental Health Inpatient Unit & Community Teams
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5. ACCOUNTABILITIES

Key area of responsibility	Expected outcomes
1. Clinical Duties and Technical Functions: Provide initial assessments, case management, coordination of the Opiate Substitute Programme and primary health liaison.	<ul style="list-style-type: none"> • Provide case management in accordance with the aims and objectives of the National Guidelines for Opioid Substitution Treatment (2014). • Provide comprehensive assessments and biopsychosocial interventions based on best current practice. • Provide information/education on effects of alcohol and other drug use, as may be required by clients, in accordance with the principles of harm reduction. • Assist in transfer of OST clients to delegated General Practice (GP) clients where appropriate. • Provide appropriate support and liaison services for people who receive OST from delegated GPs. • Provision of requested reports and data as required. • Consultation and liaison with allied health professionals.

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<p>2. Document Standards: Appropriate Records are kept.</p>	<ul style="list-style-type: none"> • Accurate, thorough and well organised client records are maintained. • All assessments and Interview sessions are recorded on appropriate documentation in client file. • Administration requirements are followed accurately, professionally and on time e.g. reports, statistics, time sheets. • Compliance with company guidelines and policies. • Contribute to the company's commitment to quality services by compliance with established protocols and procedures. <p>Consistently demonstrate familiarity with Alcohol & Drug (AOD) and service wide policies and protocols.</p> <ul style="list-style-type: none"> • Ensure that all OST protocols and AOD practitioner competencies are complied with when assessing and working with clients.
<p>3. Team Work and Collaborative Activity Initiate and maintain active liaison, establish networks and communication processes with other drug and alcohol related professionals as appropriate.</p>	<ul style="list-style-type: none"> • Information channels and communication established with the Clinical Director, Unit Manager, Team Leader, GP Liaison Coordinator, other Case Managers, Counsellors, Detox Nurse, GP's, Practice Nurses and Community Pharmacists. • Effective involvement and consultation with health professionals involved in the treatment plans of client. • Attend regular case management, review meetings and other meetings/hui as required. • Contribute to ongoing development of data base of resource information developed and available to clients about services in community. • Attend and actively participate in staff and team meetings. • Recognition and respect for other team member's unique and overlapping roles. • High standard of professionalism respect and co-operation with all working colleagues.
<p>4. Continuous Professional Development Continual up-skilling and development to ensure optimum client care.</p>	<ul style="list-style-type: none"> • Participation in regular clinical individual supervision, as contracted. • Continue to maintain new knowledge and skills as required. • New skills are demonstrated, shared with other team members and new responsibilities accepted. • Commitment to developing skills to enhance understanding and appreciation of the implications of the Treaty of Waitangi as it applies to health. • Active participation in all aspects of in-service staff development.

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Organisational Accountabilities	Expected Outcome for all employees
<p>Health Equity</p>	<p>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 equity policies, procedures, approaches and guidelines issued from time to time including:</p> <ul style="list-style-type: none"> • 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; ○ 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; ○ Ensuring Health Equity assessment is embedded into your practise where services, policies or programmes are expected to improve outcomes for Māori; ○ 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; ○ Ensuring appropriate health literacy responses are used for effective engagement with Māori; • 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; <p>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.</p>
<p>Health and Safety</p>	<ul style="list-style-type: none"> • Maintains a safe and healthy environment. • Complies with health & safety policies and procedures. • Carries out work in a way that does not adversely affect their health and safety or that of other workers. • Complies with procedures and correctly use personal protective equipment and safety devices provided. • Contributes to hazard identification and management process. • Reports accurately near misses/incidents/accidents in a timely manner. • Participates in health and safety matters.
<p>Personal Development</p>	<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. Receives feedback and direction in an appropriate manner.

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Organisational Accountabilities	Expected Outcome for all employees
	<ul style="list-style-type: none">• Regularly participates in the supervision and feedback processes when 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 **Alcohol & Other Drug** 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. 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 utilizing 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.

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Cultural Safety

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.

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

Registered Nurse with current Practising Certificate with NZ Nursing Council

Relevant postgraduate qualification in the area of assessing and treating substance addiction

9. SKILLS

Excellent comprehensive and risk assessment skills and formulation

Ability to network and communicate effectively with all staff, clients and external agencies.

Ability to practise independently and as part of a multidisciplinary team.

Has a commitment to quality and accuracy and is keen to learn and develop new skills.

Dedicated team player with a willingness to learn new skills.

Shows a caring but professional manner in all aspects of work. Is aware of and sensitive to all cultural issues.

Ability to cope with a high and varied work load including emergency situations.

Time management skills and ability to prioritise.

Demonstrates initiative and flexibility.

Knowledge of Quality Assurance and accreditation principles, and a commitment of continuous quality improvement.

Ability to maintain confidentiality at all times.

Good computer skills, including EXCEL spreadsheets and Microsoft WORD.

10. EXPERIENCE

Minimum two (2) years experience in an Alcohol & Other Drug Service.

One (1) year working in an OST Programme (preferred).