

POSITION DESCRIPTION

Canterbury

District Health Board

Te Poari Hauora o Waitaha

August 2009

This Position Description is a guide and will vary from time to time and between services and/or units to meet changing service needs

The Canterbury District Health Board is committed to the principles of the Treaty of Waitangi and the overarching objectives of the New Zealand health and disability strategies.

Organisational Vision

The CDHB's vision is to improve the health and well being of the people living in Canterbury.

Organisational Values

- Care & respect for others
- Integrity in all we do
- Responsibility for outcomes

POSITION TITLE:

Clinical Nurse Specialist (Hospital)

REPORTS TO (Title):

Line Manager

REPORTS ON A DAILY BASIS TO:

QUALIFICATIONS & EXPERIENCE:

Essential

- Registered with the Nursing Council of New Zealand as a Registered Nurse and holds a current Nursing Council of New Zealand Practicing Certificate.
- Validated clinical expertise in the speciality area.
- Holds (or working towards) relevant post graduate qualification in nursing.
- Proven expert clinical assessment skills.
- Demonstrated teaching/mentoring/coaching skills.
- Proven ability to support nursing staff at all levels of practice.
- Acknowledged leader within the speciality.
- Provides leadership within nursing.
- Demonstrated ability to contribute to the professional development of nursing throughout the organisation.
- Demonstrated ability to develop appropriate nursing standards and quality initiatives.
- Have the ability to work autonomously and act as part of a team.
- Ability to "work together" in a truthful and helpful manner.
- Ability to "work smarter" by being innovative and proactive.
- Accepts responsibility for actions.
- Ability to provide inspirational and motivational leadership

Desirable

- Holds or is working towards an appropriate Clinical Masters degree.
- Holds a qualification in adult or clinical teaching.
- Is involved in national nursing groups within the area of clinical expertise.

PRINCIPAL OBJECTIVES

The Clinical Nurse Specialist (Hospital) is the acknowledged nursing leader within a hospital clinical speciality. They function as an autonomous practitioner, role model and resource person to positively affect patient outcomes and influence organisational throughput, including waiting times/patient flow/bed days. They are responsible for co-ordinating and providing speciality primary/secondary assessment, prevention, education and intervention, using a planned pathway for a defined patient population.

FUNCTIONAL RELATIONSHIPS:

(Who are the customer/consumers/patients)

INTERNALLY:

1	Director of Nursing Services
2	Department of Nursing
3	Nursing Director of Cluster
4	Charge Nurse Managers
5	Clinical Nurse Specialists (Hospital)
6	Clinical Nurse Specialists (Outreach)
7	Nurse Educators
8	Nurse Consultants
9	Clinical Co-Ordinators
10	Professional Development Unit (PDU)
11	Staff Nurses, Enrolled Nurses, Nursing Students
12	Hospital Aides
13	Medical Staff
14	Allied Staff

EXTERNALLY:

1	External Patient Related Tertiary Health & Education Agencies
2	Nursing Council of New Zealand
3	National Speciality Groups
4	Primary Health Care Providers
5	Speciality Product Suppliers

KEY PERFORMANCE OBJECTIVES:

Task	Delivers, role models and promotes excellence in (speciality) Clinical Nursing Practice.
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Expected Result	<ul style="list-style-type: none"> • Provides expert nursing knowledge and clinical leadership through involvement in direct patient care delivery. • Pro-actively anticipates the complex needs of patients within the speciality using expert nursing knowledge, critical reasoning, and diagnostic enquiry to independently assess, undertake advanced clinical interventions and co-ordinate care. • Receives and makes referrals to other health disciplines in recognition of own speciality area and personal practice limitations. • Guides and supports others in their assessment, clinical decision making, implementation, evaluation and documentation of care in relation to speciality. • Guides, supports and acts as a resource both internally and externally on speciality issues. • Uses a patient/family centred theoretical framework/personal philosophy of nursing as a basis for culturally safe practice. • Demonstrates an understanding of barriers and disparities that affect Maori and incorporates Treaty of Waitangi principles of Partnership, Participation and Protection into practice to support Maori health gain. • Is an active, collaborative member of the health team, contributes to patient conferences, multidisciplinary meetings and strategic planning of the service.
Task	<p>Utilises research and evidence-based practice to facilitate the development of, and compliance with, policy and clinical standards.</p>
Expected Result	<ul style="list-style-type: none"> • In conjunction with Nursing Director and PDU, develops role to meet professional and organisational needs. • Develops, reviews and challenges current policy, procedures and standards of best practice using a scholarly approach. • Conducts, monitors and facilitates clinical audit, relevant to the speciality, to ensure quality health outcomes. • Engages in research relevant to the speciality, as applicable. • Influences purchasing and allocating decisions by generating new and innovative approaches to achieve best client care and nursing practice. • Demonstrates a commitment to risk management and effective resource utilisation within the speciality. • Role models the application of evidence based practice principles in own clinical practice. • Acts as a change agent and in liaison with line managers facilitates the introduction of change, as identified above.
Task	<p>Contributes to educational programs related to the speciality.</p>

Expected Result	<ul style="list-style-type: none"> • Contributes to the professional development of nursing locally and nationally. • Shares specialist knowledge in formal and informal educational activities at local/national/international levels with members of the multidisciplinary team. This may include publishing relevant articles, presenting papers at conferences and seminars, case review and debriefing. • Reflects and critiques own practice and that of peers within a supportive environment. • Participates in the planning and delivery of the nursing educational plan for the speciality in conjunction with CNE, PDU, Nursing Director & CCN.
Task	Maintains own professional development.
Expected Result	<ul style="list-style-type: none"> • Maintains own clinical competence within (speciality) nursing. • Develops and maintains own Professional Portfolio. • Networks nationally and internationally to keep up-to-date with trends and developments in (speciality) nursing. • Attends educational opportunities and conferences, relevant to role and scope of practice.
Task	Undertakes other duties consistent with the above position description as reasonably requested by the Nursing Director and Director of Nursing Services, from time to time.
Expected Result	<ul style="list-style-type: none"> • Required duties are completed in a competent and effective manner, consistent with the policies, procedures, aims and objectives of Canterbury District Health Board. • Provide monthly reports to the line manager, making recommendations where indicated. • Participate on committees and working parties, as the service needs require.
Task	To implement emergency procedures and maintain a safe and secure work environment by following relevant Canterbury District Health Board policies, protocols and standards.
Expected Result	<ul style="list-style-type: none"> • Be aware of and comply with Canterbury DHB health and safety policies and procedures. • Work in a safe and healthy manner to prevent harm to themselves or others. • Be pro-active in identifying and controlling hazards through staff meetings - OSH accidents are reported directly to their reporting clinical leader, manager or supervisor. • Demonstrate competence and initiate actions in emergency procedures, e.g. fire and CPR. • Complete and annually maintain Emergency Procedures, CPR and other competencies, e.g. electrical safety, back care training and IV certification, as required by Canterbury District Health Board's policies and speciality area. • Identify, take appropriate action and promptly report clinical, OSH and security incidents.

HEALTH & SAFETY:

Managers are to take all practicable steps to ensure the health and safety of employees at work and maintain knowledge of CDHB health and safety systems and policies.

This will be achieved by ensuring:

- Health and safety programmes are sustained by allocating sufficient resources for health and safety to function effectively. This includes regular liaison with the Health and Safety Advisor.
- Employee participation is encouraged and supported in processes for improving health and safety in the workplace and by employee attendance at health and safety meetings.
- A system is in place for identifying and regularly assessing hazards in the workplace and controlling significant hazards.
- All employees are provided with information about the hazards and controls that they will encounter at work.
- Regular workplace audits are carried out.
- All employees receive and have signed off an induction to their workplace and to health and safety policies and procedures.
- All employees receive relevant information and training on health and safety including emergency procedures relevant to their area of work and the appropriate use of personal protective equipment they may need to use.
- All accidents and injuries are accurately reported, investigated and documentation is forwarded on to the Health and Safety Advisor within agreed timeframes.
- Support and participation occurs in employee's rehabilitation for an early and durable return to work following injury or illness.

QUALITY:

Every staff member within CDHB is responsible for ensuring a quality service is provided in their area of expertise. All staff are to be involved in quality activities and should identify areas of improvement. All staff are to be familiar with and apply the appropriate organisational and divisional policies and procedures.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by staff in this job classification. Staff members may be requested to perform job related tasks other than those specified.