

POSITION DESCRIPTION

Dec 2018

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

REPORTS TO (Title):

Nurse Consultant/Nursing Director/ CNM/CM

REPORTS ON A DAILY BASIS TO:

Charge Nurse Manager / Clinical Manager

Principal Objectives

The Clinical Nurse Specialist (CNS) is an expert practitioner with an in-depth knowledge of a speciality area. The purpose of the CNS role is to provide expert knowledge and skills to directly or indirectly support nursing practice that leads to best outcomes for consumers.

This document identifies provides SMHS-specific competencies of a CNS. However the CNS role in SMHS is diverse; key accountabilities and performance indicators will therefore vary between areas.

Functional Relationships:

Internally:

- SMHS Director of Nursing
- Area Nursing Director or Service Manager
- Designated senior nurses
- Area Clinical Director
- Area Medical staff
- Nursing staff / Duty Nurse Managers/Clinical Team Co-ordinators
- Professional Development Providers
- Allied Health Services
- Te Korowai Atawhai
- Family/Consumer Advisors

Externally:

- Consumers and their families
- Nursing Council of New Zealand
- National Specialty Groups
- Primary Health Care Practitioners
- External providers of Health Care
- Specialty Product Suppliers
- Nursing Tertiary Education Providers and Students

COMPETENCIES:

Task

Expected Result

Excellence in clinical practice

- Provides expert evidence-based management of complex consumer care within a defined area of specialty practice.
- Identifies opportunities for general health/wellness education in consumer care
- Provides leadership in application of nursing assessment, clinical decision-making, implementation, evaluation and documentation of care.
- Critiques own practice to maintain clinical competence
- Networks nationally and internationally to identify and implement nursing advances and changes in practice

Task

Expected Result

Leadership

- Takes a nursing leadership role through both direct and indirect consumer care delivery
- Provides senior nursing leadership for the specialty service
- Provides consultation to a broad range of hospital, community and professional groups to achieve positive outcomes for consumer or population group
- Supports a culture of evaluation and the ongoing quality improvement of nursing practice
- Is actively involved in professional activities such as research, scholarship and policy development at both a local and national level
- Leads system change to improve health outcomes through evidence based practice
- Participates in clinical governance activities

Task

Expected Result

Care co-ordination/case management

- Collaborates with consumers with complex needs and their multidisciplinary team to plan and implement therapeutic interventions to attain, promote, maintain and/or restore health
- Coordinates the care of consumers utilising organisational and community resources to enhance delivery of care and optimal consumer outcomes
- Provides a primary point of contact within the specialty for consumers and health professionals
- Evaluates results of interventions using accepted outcome criteria, revises the plan of care and initiates appropriate and timely consultation and/or referral with relevant services/agencies when appropriate
- Establishes collaborative relationships within and across departments, hospitals, primary and secondary health to promote consumer safety, continuity of care and clinical excellence
- Provides leadership in the interdisciplinary team through the development of collaborative practice
- Is an effective resource and consultant for interdisciplinary clinical staff and disseminates research findings

- Leads nursing and interdisciplinary groups in designing and implementing innovative, cost effective consumer care and evidence based change
- Contributes to the development of interdisciplinary standards of practice and evidence-based guidelines for care

Task

Expected Result

Education

- Provides education about new clinical initiatives
- Work with key other clinicians to ensure new clinical initiatives are embedded in practice
- Works with RNs and ENs to the clinical care of consumers with complex issues

Task

Expected Result

Administration

- Accurately records CNS activities to enable practice trends to be tracked over time and effectiveness of practice to be evaluated
- Provides reports of CNS activities with agreed KPIs to the line manager at pre-determined intervals
- Participates in organisational committees and/or working parties to achieve service, organisational and Ministry of Health goals and improve consumer outcomes.
- Influences purchasing and allocation of resources through the use of evidence-based findings and/or by generating new and innovative approaches to achieve best consumer care and nursing practice.

Task

Expected Result

Research

- Cultivates a climate of clinical inquiry within the service, evaluating the need for improvement or redesign of care delivery processes to improve safety, efficiency, reliability and quality
- Fosters an interdisciplinary approach to quality improvement, evidence based practice and research
- Assesses system barriers and facilitators in order to design programs for effective integration of evidence into practice
- Demonstrates ability to interpret, disseminate and implement research findings relevant to the area of specialty practice.

Task

Expected Result

Professional development

- Maintains own clinical competence within specialty area
- Develops and maintains a professional portfolio utilising NZ Nursing Councils' Standards for advanced nursing practice.
- Networks nationally and internationally to maintain current knowledge of trends and developments in specialty area
- Attends educational opportunities and conferences relevant to role and scope of practice
- In conjunction with Nurse Consultant develops the role to meet professional and organisational needs
- Participates in annual performance appraisal

QUALIFICATIONS & EXPERIENCE

Essential

- Be registered with the Nursing Council of New Zealand
- Hold a current Nursing Council of New Zealand practising certificate
- At least 5 years working either within the clinical speciality or relevant senior nursing role
- Holds or is actively working towards a relevant Post-graduate Diploma. Diploma to be completed within an agreed timeframe
- Demonstrate advanced nursing skills comparable to senior nurse or expert PDRP level
- Demonstrate skills in nursing leadership
- Computer literate

Desirable

- Obtained or working towards relevant Clinical Masters
- Demonstrates ability to develop nursing standards and quality initiatives
- Demonstrates teaching, mentoring and coaching skills
- Demonstrate involvement in research that has changed nursing practice
- Senior Nurse competent PDRP portfolio

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

- Is responsible for ensuring a quality service is provided in their area of expertise.
- Is involved in quality activities and identifies areas of improvement.
- Applies organisational and divisional policies and procedures to practice

PERSONAL ATTRIBUTES

- Displays a high degree of confidence, assertiveness and motivation
- Acts as a clinical role model for nurses
- Excellent communication skills
- Excellent personal organisational skills

MANDATORY

Key Behaviours:

- Demonstrates practice that is consumer and family focused
- Ability to work autonomously within the team
- Accepts responsibility for actions
- Assists with quality improvement by being innovative and proactive
- Displays a commitment to ongoing professional development

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.