

Position Description | Te whakaturanga ō mahi

Health New Zealand | Te Whatu Ora

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Title	Registered Nurse -Kahurangi Dementia Unit
Reports to	Clinical Nurse Manager - Kahurangi Dementia Unit
Location	Greymouth

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

About the role

The primary purpose of the role is to:

The Registered Nurse (RN) will utilise nursing knowledge and complex nursing judgement to assess health needs and provide care, and to advise and support people to function to their full capacity. The RN practises independently and in collaboration with other health professionals, performs general nursing functions and delegates to and directs Enrolled Nurses, Health Care Assistants and others. The RN also provides comprehensive nursing assessments to develop, implement, and evaluate an integrated plan of health care, and provide nursing interventions that require substantial scientific, technology and professional knowledge and skills and decision making. This occurs in a range of settings in partnership with individuals, families, whanau and communities. The RN may practise in a variety of clinical contexts depending on the nurse's educational preparation and practice experience. The RN also uses this expertise to manage, teach evaluate and research nursing practice.

Key functions of the role include:

- Meeting the needs of the resident through interai assessments and care planning
- Ensuring residents are your key focus and meets patient needs; physical and emotional and spiritual
- Through planning and participation contributes and assists with individual patient care through the nursing roles of:
 - Assessment
 - Planning individualised care
 - Working with families and significant others to provide the best possible care

- Ward duties as required
- Assist with ensuring quality care is provided
- Providing an environment that encourages the resident to consider the unit is home
- Ensures confidentiality, privacy and dignity for all residents in our care
- Priorities for nursing action are identified; patient care needs are co-ordinated with the Kahurangi team
- Appropriate observations, interventions and evaluation recordings are documented to prescribed standards
- Delivers culturally sensitive care
- Ensures all residents are treated equally within the policies of Health New Zealand- Te Tai o Poutini and the principles of the Treaty of Waitangi
- Ensures nursing care of Enrolled Nurses and HCA's is delivered in accordance with delegations, clinical policies and protocols.
- Ensures the patient is supported during their stay within the Dementia unit
- Keeps appraised with all equipment and in date as per procedure and protocol
- Works with Age residential care facilities within the West Coast and outside the region as seen appropriate
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Key Result Area	Expected Outcomes / Performance Indicators
Complexity	• Most challenging duties typically undertaken or most complex problems solved: • Effectively manages time and resident care appropriately • Maintains membership in relevant professional organisations. • Accepts responsibility for ensuring that his/her nursing practice and conduct meet the standards of the professional, ethical and relevant legislated requirements • Demonstrates the ability to apply the principles of the Treaty of Waitangi to nursing practice • Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by enrolled nurses and others, and utilises more experienced RNs to assist with problem solving and setting priorities • Promotes an environment that enables patient safety, independence, quality of life and health • Practices nursing in a manner that the patient determines as being culturally safe • Reads and adheres to Health New Zealand- Te Tai o Poutini's vRepresents the organisation and the nursing profession in a committed manner, projecting a professional image of nursing • Works with Administrators to ensure residents details are correct within the system

	• Continues to advance clinical knowledge and skills through self-learning, ward teachings, in-service education and external programmes as approved by his/her line manager • Refers matters such as security breaches, breaches in quality standards to the Clinical nurse manager or DNM after hoursision, values, policies and procedures
Professional Responsibility	• Role models and reinforces team responsibility for ensuring own decisions, practice, and conduct meets the professional, ethical, and legal standards outlined in relevant legislation, codes of conduct, and organisational policy • Promotes a quality practice environment that supports the teams' abilities to provide safe, effective, ethical, and culturally competent practice. • Role models and leads adherence to all Health New Zealand- Te Tai o Poutini policies and procedures, and practice in accordance with relevant ethical frameworks • Identifies, discusses, documents, and manages ethical issues with line manager • Demonstrates evidence-based knowledge and clinical judgement. • Role models and promotes practice that is deemed by all residents and family to be culturally safe • Role models and promotes practice that is deemed by tangata whenua and whānau to be culturally safe and based on the principles within the Treaty of Waitangi in order to achieve equity of health outcomes for Māori • Contributes to an environment that values and prioritises the access, leadership, and needs of tangata whenua/Māori and all Pacific peoples, including the achievement of equitable health outcomes • Role models and promotes professional communication, decision-making, accountability, and autonomy • Accepts accountability for own actions and decisions. • Role models and promotes accountability for directing, monitoring, and evaluating nursing care that is provided by nurse assistants, Enrolled Nurses, and others; and utilising more experienced members of the health care team to assist with problem solving and setting priorities • Represents the organisation and the nursing profession positively; projecting a professional image of nursing both inside and outside the organisation • Promotes an environment that enables patient and staff safety and independence. • Briefs line manager and team regarding any emerging issues • Refers all matters and concerns related to professional practice to line manager and relevant Executive Clinical Lead (i.e. Nursing Director operations), including: • Deficiencies in quality care and professional standards • Incidents related to consumers, which may affect wellbeing

	• Matters of noncompliance with the Health New Zealand- Te Tai o Poutini policies and procedures • Matters of unresolved staff conflict • Security breaches and quality standards failure
Management of Nursing Care	• Promotes: planned, effective, timely, clinical management of residents to enable: ○ Person/whānau led care ○ Excellence in Māori health and disability outcomes ○ Excellence in rural health and disability outcomes ○ Health New Zealand- Te Tai o Poutini vision and values • Utilises current research and evidence-based practice to support effective, collaborative decision-making regarding the care of residents within the service. This decision making includes holistic: ○ Assessment (Interai assessment) ○ Diagnostic inquiry. ○ Dementia screening tools ○ Planning ○ Interventions/treatment ○ Evaluation of clinical care ○ Maintaining a secure safe environment • Promotes evidence-based, approved assessment tools to inform assessment • Promotes an organisational environment that values and prioritises the input of all consumers and their families/whānau/community; ensuring that consumers and their whānau are active and informed partners in the holistic planning and delivery of their care (with a focus on prevention an Supports the team to collaboratively identify health promotion and care management goals that are important to the patient and their whānau • Effectively and safely prioritises and manages care coordination and own caseload • Supports the care team to explain the rationale, preparation, nature, and anticipated effects of any tests and/or therapies to the patient, their whānau, and other members of the care team. Promotes documentation of these conversations as well as the patient response to these interventions. • Encourages the care team to work in partnership with the patient/whānau to link into relevant Māori Health services • Ensures the patient and their whānau are provided with culturally and cognitively appropriate information about: their rights, the range of treatment options available, and the effects and risks associated with these treatment options; seeking and documenting informed consent • Supports the care team to identify patient/whānau educational needs to improve health literacy and empower wellness • Provides education to residents and whānau effectively by assessing learning readiness, and evaluating existing

	knowledge and determinants of health that may impact on learning and utilisation of new knowledge • Advocates on behalf of the patient, whānau, and/or team as appropriate • When Identifying barriers related to access of services and patient satisfaction works with the CNM/ACNM and interprofessional team to remove these • Communicates, collaborates, and coordinates care with other health professionals to ensure best outcomes for residents and their whānau • Uses advanced nursing skills to establish and negotiate meaningful, strategic relationships with colleagues from all relevant services (internal and external from Health New Zealand- Te Tai o Poutini). Relationships are formed based on mutual, patient-centred goals. Works proactively to maintain these. • Facilitates care planning in collaboration with the interprofessional team, including cross-sectorial team members; communicating and coordinating referrals to appropriate services and seeking advice from others as required • Coordinates regular interprofessional reviews of patient care in partnership with the patient, their whānau, and the ensure it is achieving the planned, prioritised care management goals • Promotes that principles of care management include maintaining continuity of plan and provider • Ensures care is being coordinated in a timely manner to facilitate smooth transition of the patient between services and along their care plan • Promotes restraint minimisation as per Health New Zealand- Te Tai o Poutini policy and procedure • Ensures all documented information is entered and compliant with Health New Zealand- Te Tai o Poutini policy • Ensures all collected information is stored and access-protected in accordance with the Health Information Privacy Code (1994) • Documents in a professional, accurate, confidential, and timely manner (within 24 hours), and ensures patient/whānau involvement in decision-making is visible • Ensures all information is documented in the appropriate place (i.e. paper clinical file/electronically) to ensure effective communication and continuity of care. This includes reporting of data as required. • Demonstrates an ability to collaboratively prevent, escalate, and manage adverse events/crises/emergencies, including unexpected patient responses and situations that may compromise the safety of the residents or others • Acknowledges own limitations in complex situations and utilises appropriate resource people when necessary interprofessional team; evaluating the residents care plan
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Interpersonal Relationships	• Establishes, maintains, and concludes therapeutic interpersonal relationships with residents and whānau • Promotes practice in a negotiated partnership with the residents and whānau (where and when possible) • Role models professional communication in all interactions • Establishes and maintains professional relationships with key stakeholders working within Health New Zealand, Te Tai o Poutini West Coast, and South Island; ensuring the service is well connected and informed, while also sharing a rural perspective • Promotes a work environment conducive to harmonious work relationships and high staff morale • Role models and promotes professional conflict resolution • Coordinates de-fusing and de-briefing activities within the service and outside the service (as appropriate) • Promotes a 'zero-tolerance' approach to bullying • Promotes the development of a culture of appreciation among staff
Interprofessional Health Care and Quality Improvement	• Supports the interprofessional care team to plan, provide, and evaluate the effectiveness of care delivery. Supports the wider care team to provide safe, effective, integrated care that is also sustainable. • Promotes and participates in an environment that encourages collaboration between members of the health care team to facilitate and coordinate care • Role models the principles of interprofessional practice, and respects and values the contributions of others within the care team. Can articulate how interprofessional practice helps to achieve high quality, patient-centred care. • Coordinates multi-disciplinary team meetings and family conferences; representing the nursing perspective of patient needs, and enacting outcomes appropriately • Promotes referrals to other members of the health care team in a timely manner • Promotes a nursing perspective within the care team
Supporting and Facilitating the Development of Others	• Prioritises own workload to free up time to support and assist others in the team • Works alongside staff to skillfully coach, guide, and mentor in order to support practice development of an individual and/or team • Promotes a practice environment that encourages learning and evidence-based practice • Educates colleagues, students, and other staff according to Health New Zealand, Te Tai o Poutini West Coast policy and procedure, and in collaboration with others • Ensures a quality standard of preceptorship is maintained when working alongside others to enhance their skills and experience • Utilises contemporary teaching principles and learning models, as outlined by Health New Zealand, Te Tai o Poutini West Coast and/or relevant educational body

	• Demonstrates a willingness to support colleagues who are in their first year of practice, utilising the NETP and PDRP programme frameworks • Promotes de-fusing and de-briefing activities within the service and outside the service (as requested), as well as professional/clinical supervision as an important form of professional development
Quality/Health and safety	• Collaborates and participates with colleagues and members of the health care team to facilitate and co-ordinate care • Recognises and values the roles and skills of all members of the health care team in the delivery of care • Initiates referrals to other members of the health care team in a timely manner • Consistently participates and where appropriate co-ordinates multi-disciplinary team meetings and family conferences, representing the nursing perspective of patient needs, and enacting outcomes appropriately • Participates in activities which monitor/audit delivery of quality patient care e.g. certification processes, and current or retrospective nursing audits • May be the ward/department representative on professional nursing and/or other committees • Shares specialist knowledge and networks with nursing colleagues within and external to Health New Zealand, Te Tai o Poutini West Coast • When required, assists in formulating and reviewing nursing standards, procedures and guidelines • Develops and/or participates in activities which monitor and audit nursing practice and quality patient health outcomes • Demonstrates competence in emergency procedures, e.g. fire, and CPR • Promptly initiates first aid/emergency actions and summons emergency response personnel and provides further emergency assistance • Completes Fire, IV and CPR training and updates regularly as required by DHB's policies and procedures • Identifies, takes appropriate action and promptly reports clinical, Occupational Safety & Health and security incidents • Assists in the maintenance of ward equipment and where necessary, promptly reports unsafe or malfunctioning equipment • Maintains standards for safety, hygiene and medico-legal requirements
Resource Utilisation and Financial Performance	• Alongside the CNM, accepts fiscal responsibility regarding allocated resources to optimise the provision of high quality, cost-effective, rural health care • With guidance from the CNM, advises and provides direction on best use of resources to meet the service's strategic direction and commitments contained in the Health New Zealand, Te Tai o Poutini West Coast Annual Plan

	• Assists the CNM to ensure equipment is maintained in a serviceable and cost-efficient manner • Supports the efficient use and ordering of centralised supplies to ensure adequate stocks are maintained within agreed levels • Ensures the accuracy of personal timesheets and manages leave in accordance to Health New Zealand, Te Tai o Poutini West Coast
Professional Accountability	• Demonstrates professional accountability in the management of nursing care embodying the Code of Health & Disability Services Consumers Rights • Provides planned nursing care to achieve identified outcomes • Undertakes a comprehensive and accurate nursing assessment of residents in a variety of settings • Ensures documentation is accurate and maintains confidentiality of information • Ensures the patient has adequate explanation of the effects, consequences and alternatives of proposed treatment options • Acts appropriately to protect oneself and others when faced with unexpected patient responses, confrontation, personal threat or other crisis situations • Evaluates patient's progress toward expected outcomes in partnership with residents • Validates and documents decision-making and outcomes based on nursing knowledge and clinical experience • Recognises early and subtle changes in the patient's health status and/or circumstances and intervene appropriately • Acknowledges own limitations of knowledge in complex situations and utilises appropriate resource people when necessary • Provides health education appropriate to the needs of the patient within a nursing framework • Teaches residents and family groups effectively by assessing learning readiness; providing teaching; evaluating knowledge and lifestyle changes and maximising opportunities for patient learning and independence • Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care • Continues to advance clinical knowledge and skills through self-learning, ward teachings, in-service education and external programmes as approved by his/her line manager • Participates in teaching others, including students of nursing • Maintains privacy and confidentiality at all times
Own Competence and Professional Development	• Maintaining competence according to the Nursing Council of New Zealand's competencies for Registered Nurses. • Maintains organisational requirements around mandatory training and other professional development requirements relevant to role

	• Undertakes professional development activities as approved/requested by line manager, to keep abreast of current trends and issues in nursing • Participates in own annual competence/performance review, with feedback utilised proactively as an opportunity for professional growth • Maintains ongoing education at least to the level required to maintain own Annual Practicing Certificate • Notifies line manager of any changes to scope/conditions of practice • Holds and promotes relevant professional portfolios (i.e. PDRP and Takarangi Cultural Competency)
Honouring Diversity and Challenging Inequity	• Role models culturally safe practice that reflects principles found in the Treaty of Waitangi, Tikanga Best Practice Guidelines, and Takarangi Cultural Competency Framework • Recognises Māori as tangata whenua and works in collaboration with Health New Zealand, Te Tai o Poutini West Coast Māori Health Team and others to develop strategies aimed at achieving equity for Māori within the service • Consistently demonstrates awareness and sensitivity of cultural differences when working with consumers and their families/whānau, and when working with clinical and non-clinical colleagues across Health New Zealand, Te Tai o Poutini West Coast • Consistently respects the spiritual beliefs, sexual orientation, and cultural practises of others, including colleagues • Demonstrates care and respect for diversity in the workplace, including care and respect for internationally trained colleagues
Access and Outcomes	• Supports efforts to improve access to services and achieve better outcomes for the communities we serve. • Uses evidence and insights to identify barriers and opportunities for improvement. • Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	• Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. • Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. • Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.

Health & safety	• Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	• Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

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Matters which must be referred to your manager

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.

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Relationships

External	Internal
• Community stakeholders • Canterbury District Health Board • Unions • West Coast Health • ARC facilities • Trauma Network Team • Education Providers • St John Services • Suppliers • ACC	•] Consumers, family/whānau and carers • All Health New Zealand- Te Tai o Poutini staff including staff from other disciplines. • Central Region leadership (i.e. Director of Nursing, Nurse Directors, Nurse Consultants, Duty Nurse Managers, TrendCare Coordinator, Allied Health, Operational managers) • Nurses Educators, • Registered Medical Officers • CCCN • Service Managers • Registered / Enrolled Nurses • Quality Team

About you – to succeed in this role

You will have

Essential:

- New Zealand Registered Nurse with a current Annual Practising Certificate with no conditions on practise that may prevent ability to fulfil requirements of the role
- PDRP or working towards
- Completion of, or personal commitment to undertake, cultural competency training
- Full 'clean' NZ driver's license and the ability to drive a manual transmission vehicle maybe required
- Computer literacy (i.e. Microsoft suite)
- Has ability to work with Children
- Must be able to work on Call as per roster when required
- Clinically credible, respected, and person-centred
- Demonstrates high standards in terms of personal competence and professional practice
- Demonstrates cultural competence and evidence of application of the principles of the Treaty of Waitangi to provision of equitable health services
- Proven assessment and communication skills, including the ability to think critically
- Emotional intelligence
- Well-developed interpersonal and interprofessional skills
- Has an ability to consistently form therapeutic relationships with consumers and their families/whānau
- Demonstrated passion and commitment to professional development of self and others
- Ability to work autonomously, use own initiative and accept responsibility for own actions
- Flexible, adaptable, embraces change
- Self-motivated
- Proven ability to work as part of a team and positively contribute to the achievement of shared goals/outcomes
- Able to work under pressure and prioritise competing demands

Desired:

- Experience in implementing Te Tiriti o Waitangi in action.
- Competent in Interai assessment
- Have the ability to participate/assist in the development of high quality patient care
- participate in and support team work
- have leadership abilities
- demonstrate clinical competence and organisational ability
- be multi-skilled
- keen to assist in the development of the unit

You will be able to

Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.

- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.
- Maintain high standards of professionalism, integrity, and ethical behaviour.
- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.
-