

REGISTERED NURSE

JOB DESCRIPTION

ORGANISATION UNIT	Clinical Services
LOCATION	North Haven Hospice
RESPONSIBLE TO:	Clinical Coordinator (Community or IPU)
DIRECT REPORTS	Nil
PRIMARY FUNCTIONS OF THE POSITION:	To provide specialist palliative care nursing to patients and their families/whanau that is holistic and patient centred, supports multi-disciplinary teamwork, and is based upon the best available evidence.

FUNCTIONAL RELATIONSHIPS

Internal

Clinical Nurse Leaders
Operations Manager (Clinical Services)
Nurse Educator
Medical Director
Nursing & medical staff
Members of the multi-disciplinary team
Hospice staff and volunteers

External

General practice teams
Primary health care providers
NDHB staff
Staff working in Aged Residential Care facilities
Hospices of Northland
Other relevant health and social support agencies

NORTH HAVEN HOSPICE VALUES

North Haven Hospice has developed a set of values that provide a framework for shaping and building our future. The following values and supporting statements have associated behaviours and there is a clear expectation that all staff will demonstrate these behaviours in their interactions with patients, families/whanau, other staff, and the wider community.

VALUES

SUPPORTING STATEMENT

Integrity <i>Tu Tangata</i>	Integrity requires courage, strength and commitment – it builds trust and trust creates a solid foundation from which respect can grow
Compassion <i>Aroha</i>	Compassion requires partnership and genuine engagement – it is caring and empathy in action
Respect <i>Whakaute</i>	When we treat people with respect we affirm dignity and a sense of self-worth
Excellence <i>Te Hiranga</i>	A culture of excellence inspires confidence, supports learning, and encourages innovation
Teamwork <i>Mahitahi</i>	Teamwork means creating a culture that values collaboration and a belief that better outcomes are achieved if we work together co-operatively and harmoniously
Stewardship <i>Kaitiakitanga</i>	Trustworthiness as an organisation and accountability to the community is shown through the careful management of all resources entrusted to us

KEY RESPONSIBILITIES AND EXPECTED OUTCOMES:

The position of Registered Nurse encompasses the following key areas of responsibility:

1. Practice in accordance with legislative, cultural and ethical standards for palliative care nursing
2. Participate in the safe and effective nursing care of people with a life limiting condition who have complex care needs
3. Develop interpersonal and therapeutic relationships using effective communication with patients, families, whanau and the inter-disciplinary team
4. Contribute to quality improvement activities that improve the delivery of specialist palliative care
5. Meet core organisational responsibilities

The outcome requirements of the above key responsibility areas are outlined below:

KEY RESPONSIBILITY 1: Practice in accordance with legislative, cultural and ethical standards for palliative care nursing

Expected Outcomes:

- 1.1 Apply legal and ethical decision-making principles in planning and delivering palliative care
- 1.2 Demonstrate accountability for directing, monitoring and evaluating nursing care that is provided by enrolled nurses, health care assistants and others
- 1.3 Recognise the uniqueness of individuals and their families/whanau and provide care that is sensitive and culturally appropriate
- 1.4 Respond effectively to complex ethical and legal issues that arise in palliative care
- 1.5 Practice in a way that acknowledges the impact a life-threatening illness has on an individual and their family/ whānau, including acknowledging their culture, spirituality, dignity, beliefs and rights
- 1.6 Understand national and global trends in palliative care and engage in and contribute to informed discussions
- 1.7 Participate in activities that contribute to improved service delivery in palliative care across clinical settings (e.g. aged residential care, primary care)
- 1.8 Participate in processes to monitor, guide and support the ongoing development of own professional practice – for example, professional supervision, peer-review, reflective practice, identification of learning needs

KEY RESPONSIBILITY 2: Participate in the safe and effective nursing care of people with a life limiting condition who have complex care needs

Expected Outcomes:

- 2.1 Respond appropriately to referrals to the service, working with the multi-disciplinary team to ensure patients are assessed in a timely manner
- 2.2 Undertake a comprehensive nursing assessment and ensure care planning and delivery of care is holistic and person centered
- 2.3 Collaborate with the patient, their caregiver, and family/whānau to facilitate informed decision making regarding treatment options and care delivery
- 2.4 Demonstrate advanced knowledge of clinical protocols, guidelines and end-of-life care pathways, including pharmacological interventions

- 2.5 Demonstrate skilled use of nursing interventions required to meet the physical, social, spiritual and emotional needs of the person
- 2.6 Understand the normal responses to grief and loss and respond appropriately to situations that may be challenging
- 2.7 Initiate referrals to other practitioners and / or services, and demonstrate a knowledge of the roles these services have in achieving best possible care
- 2.8 Continuously evaluate and reassess the effectiveness of palliative care interventions in a timely manner and modify plans to meet the needs of patients, caregivers and family/whanau
- 2.9 Use effective evidence-based strategies in developing the knowledge and self-care abilities of patients, caregivers and family/whanau
- 2.10 Ensure all documentation is accurate, professional and timely, and that there is evidence of ongoing evaluation of outcomes
- 2.11 Work as a member of the Hospital Liaison team, providing advice and support, and facilitating referrals to North Haven Hospice (*N.B. this applies to community team only*)

KEY RESPONSIBILITY 3: Develop interpersonal and therapeutic relationships using effective communication with patients, families, whanau and the inter-disciplinary team

Expected Outcomes:

- 3.1 Develop therapeutic relationships with patients to anticipate and meet their multiple care needs across the palliative care continuum
- 3.2 Use effective communication skills to establish and maintain relationships with patients and their families / whanau
- 3.3 Actively work alongside the patient and their family/whānau, supporting them to identify goals of care that are unique to those individuals
- 3.4 Support and build the personal resources and strengths of the person with a life-limiting illness, their caregivers and family/whānau, to enable them to participate in decision-making, and document their preferences while recognising that these may change over time
- 3.5 Ensure nursing practice reflects the philosophy that the person with the life-limiting illness and their family/whānau remain at the centre of care
- 3.6 Work in partnership with the multi-disciplinary team and participate in relevant multi-disciplinary meetings
- 3.7 Proactively contribute to the development of a positive and supportive team culture

KEY RESPONSIBILITY 4: Contribute to quality improvement activities that improve the delivery of specialist palliative care

Expected Outcomes:

- 4.1 Participate in the development and / or review of practice standards/policies and in audit processes that assess the effectiveness of care delivery
- 4.2 Initiate and contribute to activities that contribute to improvement in the safety and quality of outcomes for people with a life-limiting illness
- 4.3 Demonstrate the skills and values of critical reflection and life-long learning to generate practice knowledge

- 4.4 Practise from an evidence-based framework and integrate research evidence that improves the delivery of palliative care
- 4.5 Foster a spirit of inquiry and contribute to improving the quality of palliative care nursing
- 4.6 Act as a resource for primary palliative care providers as required
- 4.7 Develop and contribute to education and team development activities with colleagues and primary palliative care providers
- 4.8 Provide mentorship and professional support to colleagues developing specialty skills in palliative care nursing

KEY RESPONSIBILITY 5: Meet core organisational requirements

Expected Outcomes:

- 5.1 Know, uphold and model the values, philosophy, policies and standards of North Haven Hospice and current recommended best practice standards relevant to the position.
- 5.2 Keep informed about and comply with legal and regulatory requirements including any code of conduct relevant to the position.
- 5.3 Participate in the North Haven Hospice continuous improvement and risk management programme.
- 5.4 Participate in the North Haven Hospice health and safety management programme, acting in accordance with the agreed standards and accountabilities of staff as set out in the Health and Safety policy.
- 5.5 Observe and promote safe work practices and be proactive in hazard management.
- 5.6 Honour the Treaty of Waitangi, respecting the beliefs and values of those who identify as Maori, supporting tikanga practices as they are incorporated into hospice care and services.
- 5.7 Respect the beliefs and values of all people including those of particular cultural, religious, social and/or ethnic groups.
- 5.8 Participate in performance review and development, including attending training relevant to the position.
- 5.9 Act as an ambassador for hospice in the community through work and own social networks whilst maintaining the confidentiality of individuals and not acting or speaking on behalf of or representing North Haven Hospice unless so authorised by the Chief Executive Officer.

VARIATION OF DUTIES:

Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit the scope or functions of the position. Duties and responsibilities may be amended from time to time, in consultation with the employee, to meet changing service requirements.

Signed: _____ **Employee. Date** _____

Signed: _____ **Employer. Date** _____

REGISTERED NURSE **PERSON SPECIFICATION**

EDUCATION AND QUALIFICATIONS:

Essential:

New Zealand Registered Nurse with current practising certificate
Current NZ Class 1 (motor car) driver's licence

Desirable:

Relevant post-graduate qualification or working towards

EXPERIENCE

Essential:

At least 2 years post registration nursing experience
Experience working in palliative care (community nursing team only)
Computer literacy

Desirable:

Experience working in a palliative care or related area (IPU nursing team)
Experience working in a community setting (community nursing team only)

SKILLS AND PERSONAL ATTRIBUTES:

Ability to build and maintain professional and respectful working relationships
Good verbal and written communication skills
Ability to deal with complex and challenging situations
Accountability for own actions
Ability to work independently and as a member of the multi-disciplinary team
Well organised with the ability to prioritise
High level of integrity and confidentiality
Ability to reflect on own practice
Demonstrated commitment to excellence in clinical practice and patient/family focussed care
Demonstrated commitment to ongoing professional development.

AWARENESS AND UNDERSTANDING OF:

Health Information Privacy Code 1994, revised edition 2008
Code of health and Disability Consumers' Rights 1996, reviewed edition 2009
Health and Safety at Work Act 2015
Health Practitioners Competency Assurance Act 2003 and related regulations
Health & Disability Sector Standards 2008
HNZ Standards for Palliative Care, 2012
Medicines Act 1981, reprint as of 1 July 2014
Misuse of Drugs Act 1975, reprint as of 1 July 2014
Misuse of Drugs Regulations 1977, reprint as of 1 July 2014
Current issues and trends in relation to specialist palliative care services and professional nursing practice