

<b>Job Title</b>	Registered Nurse	
<b>Programme</b>	Medical Centre	
<b>Reports to</b>	Pouwhakahaere Chief Operations Manager	
<b>Direct Reports</b>	Nil	
<b>Key Relationships</b>	<b>Internal</b> All practice staff	<b>External</b> Whanau/Hapu/Iwi/ Marae  Patients and Visitors Community and secondary services providers Public Health Ambulance personnel DHB, NGOs, PHO

### Vision Statement

*Wairarapa - He Waiora  
Wairarapa - A Place of Wellness*

### Mission Statement

*He rarapa i ngā āhuatanga e ū ai te hā o te ora  
To pursue and participate in ways of bringing about wellness*

### Role Purpose

The RN co-ordinates and promotes safe competent nursing care for clients to maximise health potential. It is expected that the Kaikōkiri (champion of health) will work collaboratively in the creation, implementation, monitoring and evaluation of health plans for clients of Whaiora.

### Key Accountabilities

#### Clinical Practice

Providing Nursing duties that align with relevant codes of ethics, procedures, local

guidance and referral criteria regarding the protection of children and vulnerable adults, under the Act including Whaiora's policies.

Working to enhance patients' understanding of their health issues and ways their wellness ensuring national and practice standards are strived for.

Raising issues affecting client care, or maintenance of standards in a way that facilitates the best outcome for clients and whanau.

#### Patient Safety

Ensuring the safe use, disposal and cleaning and/or sterilising of all equipment used in patient care.

Using Standard Precautions when dealing with bodily substances.

Following company policy to report untoward events/incidents/errors.

Taking responsibility for your health and wellbeing.

Communicating effectively with the kaimahi, including raising issues affecting client care, or maintenance of standards, requesting consultation and sharing knowledge with team members.

Demonstrating cultural awareness and sensitivity.

### **Collaboration with colleagues**

Working constructively and harmoniously (interdisciplinary) with other members of the centre's team to ensure patients receive optimal care.

### **Quality and continuous improvement**

This includes role modelling an environment of continuous learning and improvement.

Working within the framework and guidelines set by Whaiora and the recognised national standards. Where appropriate reviewing and interpreting data from a variety of sources to support the ongoing improvement of service delivery, event analysis, peer review and patient complaints.

### **Equality and Diversity**

This includes providing a service delivery that is aligned with and reflects national

policy frameworks including Whanau Ora. Ensuring patient rights are paramount in all interactions and supporting the clinical team to practice in a culturally safe environment.

Being aware of statutory procedures, local guidance and referral criteria regarding the protection of children and vulnerable adults, under the Act including Whaiora's policies.

### **Learning and development**

This includes taking responsibility for personal continuing professional development ensuring the demands of the role are met.

Supporting new colleagues through their orientation and induction.

### **Financial and resources**

Contributes to the practice financially.

Manages all treatment and care-related resources in an effective and cost-efficient manner.

Maintaining stock at optimum levels, reporting needs for stock repurchase, providing suggestions regarding effective products and involvement in ordering and checking as appropriate.

Using and checking equipment and facilities correctly, reporting any need for maintenance, or replacement.

### **Other Duties**

Travel from time to time.

This is not an exhaustive list, and it is expected that you will follow any other lawful and reasonable request.

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### Personal Attributes

#### Education

##### *Essential*

- Registered Nurse with current Annual Practicing Certificate
- Experienced Practice Nurse (at least 2 years experience)
- Evidence of current professional development (portfolio of evidence)
- Maintaining a current vaccinator's independent certificate - validated every 2 years.
- Current CPR and/or Advanced Life Support Certification

##### *Desirable*

- Smear taker certification
- Competent user of MedTech 32/MedTech Evolution

#### Experience

##### *Essential*

- Complies with all legislation
- Quality improvement
- Competent user of Microsoft Word, & Excel

- IT and computer literacy

##### *Desirable*

- Understands case management concepts
- Ability to continually improve work practices
- Smoke free
- Knowledge of Māori health models
- Understands the principles of the Treaty of Waitangi and the ability to put them into practice for caring for clients.
- Has worked in primary health care and/or emergency care
- Leadership
- Relevant Patient Management System experience

#### Skills & Attributes

- A friendly and approachable manner with good people skills.
- The ability to work as a member of a large multidisciplinary team.
- Excellent communication skills - interacts with the public discreetly and sensitively, recognising their needs for alternative methods and styles of communication.
- Willingness to work under pressure