



## POSITION DESCRIPTION

<b>POSITION:</b>	Nurse Practitioner
<b>SERVICE:</b>	Urgent Medical Centre
<b>LOCATION:</b>	City Medical Limited, Napier Health Centre
<b>CONTRACT:</b>	Individual Employment Agreement
<b>HOURS OF WORK:</b>	rostered rotating shifts: 0900-1700 1400-2100
<b>REPORTS TO:</b>	Clinical Nurse Manager Medical Director
<b>FUNCTIONAL RELATIONSHIPS:</b>	City Medical staff and clients General Manager Clinical Nurse Manager Emergency Services (ambulance, police etc) Hawkes Bay District Health Board Other Allied agencies

City Medical is dedicated to promoting health and wellness among people in Hawke's Bay through services focussed on supporting the concepts of, continuity of care, planning, prevention, and education.

City Medical is dedicated to:

- Providing high quality service to all customers
  - Absolute integrity through ethical business practices
  - The development of our employees
  - Contributing to the community in which we work and live
- Valuing safety in all that we do

We will forge alliances and successful partnerships with communities of interest, public and private sectors to ensure that safe, timely, cost-effective, health interventions are planned and implemented.

## Purpose

The Nurse Practitioner will practice autonomously to deliver patient-centred care.

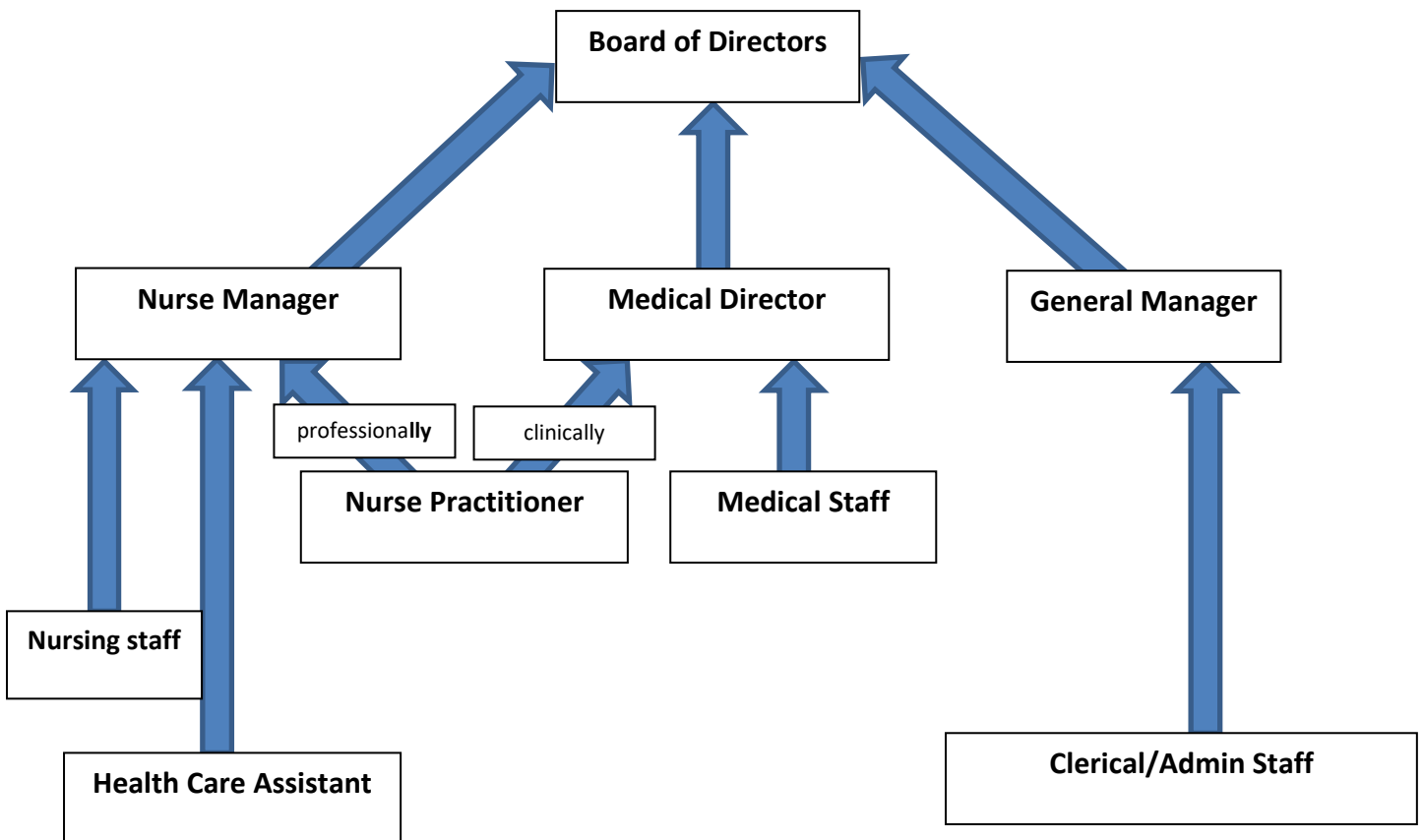
The Nurse Practitioner will provide nursing expertise and clinical leadership at City Medical.

Their skillset will contribute to that of a diverse inter-professional workforce ensuring that holistic, wrap-around care is delivered to clients accessing our service.

The nurse practitioner will contribute to education of RNs and other, non-specialist workforce.

The Nurse practitioner will contribute to strategic discussions about the direction and focus of care provision

## Organisational position



## Nature and Scope of Responsibilities

Key Result areas	Behaviours	performance measures
Clinical Practice	Uses evidence-based, best practice modalities for all service users presenting to City Medical.	<ul style="list-style-type: none"> <li>- Demonstrates effective clinical management of Urgent Care patients within scope of practise</li> <li>- Utilises current research and evidence-based, advanced holistic assessment and diagnostic reasoning to form sound professional judgements in practice and consults as required.</li> <li>- Uses knowledge of pathophysiology and pharmacology, and advanced holistic clinical assessment skills to perform diagnoses and to plan care</li> <li>- Orders and interprets appropriate diagnostic and laboratory tests and explains the necessity, preparation, nature and anticipated effects of procedure(s) to patients, patient’s family, staff, and other members of the health care team</li> <li>- Effectively manages own caseload.</li> <li>- Performs therapeutic or diagnostic procedures based upon patient’s clinical status and document patients response to the procedure(s)</li> <li>- Practices as a member of the interdisciplinary team to improve outcomes for clients attending the urgent care clinic</li> <li>- Upholds the Treaty of Waitangi and cultural safety in nursing</li> <li>- Contributes to a culturally safe environment Identifies educational needs of the patient, patient’s family and nursing staff and participates in teaching opportunities.</li> </ul>
	uses a best practice approach to prescribing and administration of medications	<ul style="list-style-type: none"> <li>- understands the legislative, contractual obligations around prescribing</li> <li>- prescribes and administers medication within legislative requirements;</li> <li>- Medicines (designated prescriber: Nurse Practitioners) regulations 2005</li> <li>- Misuse of Drugs Amendment Regulations 2005</li> <li>- NCNZ scope and specific area of practice processes and guidelines</li> </ul>

Key Result areas	Behaviours	performance measures
Clinical Practice (Cont..)	Uses evidence-based, best practice modalities for all service users presenting to City Medical. (Cont..)	<ul style="list-style-type: none"> <li>- Maintains and supports expertise in nursing practice</li> <li>- Advocates on behalf of patient/family/colleagues as appropriate</li> <li>- Assists the interdisciplinary team with decision-making related to medico-legal and ethical issues</li> </ul>
Clinical Leadership and Consultancy	Demonstrates effective clinical leadership and consultancy	<ul style="list-style-type: none"> <li>- Takes a leadership role in complex clinical situations and follows through with required change to systems and processes as necessary</li> <li>- Is recognised as an authority on urgent care practices locally and nationally</li> <li>- Collaborates and leads effectively within the multidisciplinary team</li> <li>- Briefs DoN and colleagues on relevant trends and issues</li> <li>- Demonstrates skilled mentoring/ coaching and teaching</li> <li>- Undertakes clinical supervision</li> <li>- Handles problems and complaints sensitively</li> </ul>
	Provides expert advice	<ul style="list-style-type: none"> <li>- Acts as a consultant for Urgent care and management within the scope of practice</li> <li>- Recommends appropriate urgent care products</li> </ul>
	inter-professional healthcare	<ul style="list-style-type: none"> <li>- Promotes nursing contribution to health care</li> <li>- Collaborates across the care continuum with relevant multidisciplinary and inter-sectoral groups to take a co-ordinated and evaluative approach to care delivery</li> </ul>
	conducts or participates in relevant research	<ul style="list-style-type: none"> <li>- Relevant nursing and related research is critiqued and reflected in education and practice</li> <li>- Presents and publishes research which challenges practice at local, national and international level</li> </ul>

Key Result Areas	Behaviours	Performance measures
	Develops and influences health/ socio-economic policies and nursing practice at a local, national and international level	<ul style="list-style-type: none"> <li>- Contributes to policy development related to Urgent care locally open to working on policy at a national level</li> <li>- Represents nursing at a strategic level in planning</li> </ul>
	Develops self and others	<ul style="list-style-type: none"> <li>- Performance management is regularly undertaken and feed back is utilised</li> <li>- Education plan is in place and pursued</li> <li>- Leads nursing education in team</li> <li>- Conducts and documents regular case review</li> <li>- Contributes to clinical component of performance management of critical care complex team members</li> </ul>
Nursing Practice Development/Quality activities	<p>Works with nursing staff to continuously improve nursing practice and patient outcomes in all areas related to Urgent Care</p> <p>Reflects and critiques the practice of self and others</p>	<ul style="list-style-type: none"> <li>- Participates in the development of the nursing plans and relevant line plans and ongoing improvement activities</li> <li>- Participates in relevant education programmes and improvement projects</li> <li>- Continuously improves care processes to improve patient outcomes and documents</li> <li>- Champions quality improvement methodology with a focus on high standards of care</li> <li>- Aligns with DHB strategic direction as outlined in the District Annual Plan and Nursing Strategic Plan</li> <li>- Participates in peer review, case review and debriefing activities</li> </ul>
Health and Safety Recognises individual responsibility for workplace Health & Safety under the Health and Safety Act 1992	Actively manages risk	<ul style="list-style-type: none"> <li>- Contributing to the identification of specifications, trials and purchase of new equipment</li> <li>- Contributing to the identification of possible research/quality projects and participate in the development, implementation and feedback</li> <li>- Contributing to the development and reviewing of standards of practice, protocols and policies</li> </ul>

Key Result Areas	Behaviours	Performance measures
H&S Management roles		<ul style="list-style-type: none"> <li>- Works with the Management team to facilitate event meetings designed to promote quality improvement and compliance at City Medical</li> </ul>
H&S Non-Management roles		<ul style="list-style-type: none"> <li>- Ensures a safe working environment and safe working practices</li> <li>- Plans, leads, organises and controls Health &amp; Safety activities directed at preventing harm in the workplace, in consultation with employees and Health &amp; Safety representatives for area</li> <li>- Ensures that all accidents/incidents in the workplace are reported using the RiskmonitorPro database, are investigated and that hazards are recognised and adequate controls put in place</li> <li>- Ensures compliance with protocols regarding safety and emergency issues.</li> </ul>
		<ul style="list-style-type: none"> <li>- City Medical Health and Safety policies are read and understood and relevant procedures applied to own work activities</li> <li>- Workplace hazards are identified and reported including self-management of hazards where appropriate</li> <li>- Can identify Health and Safety representative for area</li> <li>- Respect, sensitivity, cultural awareness is evident in interpersonal relationships.</li> </ul>

<p>Cultural Safety</p> <p>Honouring Cultural Diversity</p>	<p>Actively demonstrates commitment to the Treaty of Waitangi principles</p>	<ul style="list-style-type: none"> <li>- Our cultural differences are acknowledged by respecting spiritual beliefs, cultural practices and lifestyle choices.</li> <li>- Values Maori beliefs and tikanga promotes same amongst staff.</li> <li>- Promotes strategies for City Medical to positively impact on health inequities for Maori and Pacific Island populations.</li> </ul>
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### **COMMUNICATION AND INTERPERSONAL SKILLS**

The Nurse Practitioner will communicate with a variety of health professionals within and external to City Medical Ltd. They will be required to have excellent communication and negotiation skills so that they can ensure appropriate and timely clinical care can be provided in a cohesive manner from a range of services across continuum of care.

The Nurse Practitioner will be required to interact on a frequent basis with a range of CM & DHB staff members including the following groups:

- Senior Medical Officers
- Registered Medical Officers
- House Surgeons
- Nursing Staff
- Psychiatric Services
- Cultural Support
- Interpreting Services
- Other nurse practitioners both nationally and internationally
- Primary Health Care Organisations where appropriate
- Tertiary Education providers

Situations may often call for tact and diplomacy and will require information to be handled in a discreet and sensitive manner.

In conflict situations will be required to exercise sound judgement, negotiation and persuasiveness skills, toward facilitating a workable outcome.

### **PROBLEM COMPLEXITY**

The Nurse Practitioner will be regularly challenged by a wide range of complex and unpredictable clinical problems and issues related to urgent patient care within the primary setting. There will be demands to meet deadlines, and maintain accuracy and quality of information. There will be a requirement to be able to prioritise issues and negotiate time frames, while still providing a quality customer service. The range of problems will be diverse and require solutions customised to meet the circumstances of the patient/family.

## **SCOPE FOR ACTION**

The Nurse Practitioner will be required to initiate and develop innovative approaches to problem solving and utilise the skills of other disciplines and team members to co-ordinate and resolve problems. They will need to negotiate with and co-ordinate a variety of staff at all levels across the continuum of care and will frequently need to develop individual solutions for each issue and problem.

They are empowered to make decisions or recommendations relating to patient management.

Discretion is required to be exercised in releasing confidential information to the appropriate parties

## **DIMENSION OF THE POSITION**

The Nurse Practitioner reports operationally and professionally to the Nurse Manager and clinically to the Medical Director. The Nurse Practitioner will expect to receive clinical supervision from the both the Medical Director.

They will be required to maintain a minimum of regional-level of input into the direction of the speciality and improvements in care/processes with respect to cost, quality and outcome measures. This will include recommendations for enhancing professional practice across the specialist group with consideration to national and international professional trends.

## **Delegations**

### **Financial:**

- no direct budgetary control or authority, encouraged to participate in decision-making about products and services to find best cost/benefit solutions

### **Clinical:**

- Delegated to autonomously provide holistic patient care including assessment planning and treatment of a wide range of patients attending the urgent care clinic.

### **Management:**

- Contribute to an inter-professional teaching roster for our staff
- Delegated to share load of appraisals of nursing staff
- Delegated to investigate new services and lines of business and negotiate on City Medical's behalf



## Person Specification

	Minimum	Preferred
Qualification/Competency	<ul style="list-style-type: none"> <li>- Clinically focused Master's degree in Nursing</li> <li>- Registered as Nurse Practitioner with NZNC</li> <li>- Current Practicing Certificate</li> </ul>	<ul style="list-style-type: none"> <li>- Prescribing</li> </ul>
Experience	<ul style="list-style-type: none"> <li>- A minimum of five years recent clinical experience in Emergency/urgent care nursing</li> <li>- Knowledge of current issues within nursing and in Urgent/Emergency nursing.</li> <li>- Sound knowledge and understanding of medico/legal and ethical responsibilities</li> </ul>	<ul style="list-style-type: none"> <li>- Demonstrated ability to articulate nursing advice to the multidisciplinary team.</li> </ul>
Skills/knowledge/Behaviour	<ul style="list-style-type: none"> <li>- Advanced clinical assessment and management skills in urgent/emergent patient care</li> <li>- Skills in problem solving, priority setting, delegation and planning.</li> <li>- The ability to communicate effectively with all levels of staff and develop relevant networks.</li> <li>- The ability to work in a wide range of patient settings across the continuum of care.</li> <li>- Advanced communication and interpersonal skills</li> <li>- Facilitation and negotiation skills</li> <li>- Ability to self-evaluate and reflect on practice.</li> <li>- Ability to critique research and use it as the basis for practice</li> <li>- A strong patient/family focus.</li> <li>- A strong commitment and genuine interest in quality and service.</li> <li>- A capacity to demonstrate strong clinical leadership.</li> <li>- The ability to work independently and be a member of a team.</li> <li>- A commitment to the development of the nursing profession</li> <li>- A commitment to cultural awareness and its application to nursing practice.</li> </ul>	<ul style="list-style-type: none"> <li>- Research skills</li> <li>- Conflict management skills</li> <li>- Demonstrated ability in the development of staff</li> <li>- Active involvement in relevant, professional/other organisations</li> </ul>

<p>Utilisation of Information Technology</p>	<ul style="list-style-type: none"><li>- Demonstrate an ability to access and use available clinical information systems</li><li>- Be conversant with applications required for your specific discipline/role. For example PIMS, Concerto, Outlook, Onestaff etc.</li><li>- Be conversant with the use of RiskmonitorPro incident reporting system and manage incidents appropriately.</li><li>- Maintain own professional development by attending relevant IT educational programmes</li><li>- Able to access and use data bases</li></ul>	
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