

<b>Health New Zealand</b> Te Whatu Ora	<b>POSITION TITLE</b>	<b>ENROLLED NURSE WAIROA HEALTH CENTRE</b>		
	<b>GROUP</b>	Whānau & Communities	<b>DEPARTMENT</b>	Wairoa Health Centre
	<b>REPORTING TO (operationally)</b>	Nurse Manager Wairoa	<b>REPORTING TO (professionally)</b>	Nurse Manager Wairoa
<b>GROUP RESPONSIBILITIES &amp; DIRECT REPORTS</b>	This role covers the Wairoa Health Centre, Health New Zealand   Te Whatu Ora, Te Matau a Māui, Hawke’s Bay. Staff reporting: Nil			
<b>PURPOSE OF THE POSITION</b>	<p>This role is primarily based in Wairoa outpatient service, the enrolled nurse will coordinate the day-to-day delivery of the outpatient clinics and will provide clinical assistance, contributing to clinical assessments to support efficient delivery of outpatient clinics in partnership with visiting clinicians.</p> <p>In this rural setting, the Enrolled Nurse will be committed to provide culturally appropriate care that will improve equitable access and health outcomes for Māori.</p> <p>Enrolled nurses practice under the direction and delegation of a registered nurse or nurse practitioner to deliver nursing care and health education across the life span to health consumers in community, residential or hospital settings.</p>			
<b>KEY DELIVERABLES</b>	<p>The Enrolled Nurse will practice in accordance with the Nursing Council of New Zealand Code of Conduct and competencies for an Enrolled Nurse.</p> <p>The Enrolled Nurse will contribute to efficient delivery of outpatient clinics by:</p> <ul style="list-style-type: none"> <li>• Undertaking relevant nursing assessments, care planning, implementation, and evaluation of care;</li> <li>• Recognising and reporting patient changes to the Registered Nurse or directing registered health professional;</li> <li>• Providing health education and advice to patients and whānau to enable them to make health choices suitable to their needs and be self-managing;</li> <li>• Ensuring documentation is accurate and maintains privacy, including use of relevant assessment and acuity tools e.g., EWS, TrendCare;</li> <li>• Actively support Variance Response Management (VRM) across the Wairoa health centre</li> <li>• You may be assigned additional portfolios within this role and these will be mutually agreed between yourself and your manager;</li> <li>• Engages in professional development and ongoing maintenance of continuing competence with a professional development recognition programme (PDRP) portfolio, evidenced within 12 months of commencing within the role;</li> </ul>			
<b>HEALTH &amp; SAFETY RESPONSIBILITIES</b>	<p>Health NZ Hawke’s Bay is committed to maintaining and promoting the health &amp; safety of all its staff, contractors, volunteers and patients. In this role, your duties are:</p> <ul style="list-style-type: none"> <li>○ Not to do anything that puts your own H&amp;S at risk</li> <li>○ Not to do anything that puts others H&amp;S at risk</li> <li>○ To follow all health and safety policies and procedures</li> <li>○ To follow all reasonable health and safety instructions</li> </ul> <p>(You have the right to cease work if you believe that you, or others, are at risk of serious harm).</p>			
<b>KEY WORKING RELATIONSHIPS</b>	<b>INTERNAL</b> <ul style="list-style-type: none"> <li>• Patients/Consumer/Tangata Whaiora</li> <li>• Nurse Manager/Associate Nurse Manager</li> <li>• Wider department nursing team</li> <li>• Director of Nursing / Associate Director of Nursing Whānau &amp; Communities</li> <li>• Wider organisational nursing teams</li> <li>• Chief Nursing Officer</li> <li>• Professional Development Unit</li> <li>• Allied Health staff</li> <li>• Medical staff</li> <li>• Other team members</li> <li>• Administration staff</li> </ul>	<b>EXTERNAL</b> <ul style="list-style-type: none"> <li>• Families / whānau and caregivers</li> <li>• Primary health care providers / General Practice</li> <li>• Māori / Pacific and other health providers</li> <li>• Other Wairoa health providers</li> <li>• Nursing Council of New Zealand</li> <li>• New Zealand Nurses Organisation</li> <li>• Health New Zealand</li> <li>• Health Quality and Safety Commission</li> </ul>		

<b>DELEGATION AND DECISION</b>	<p>In acute settings, enrolled nurses must work in a team with a registered nurse who is responsible for directing and delegating nursing interventions. In some settings, enrolled nurses may coordinate a team of health care assistants under the direction and delegation of a registered nurse.</p> <p>In some settings, enrolled nurses may work under the direction and delegation of a registered health practitioner. In these situations, the enrolled nurse must have registered nurse supervision and must not assume overall responsibility for nursing assessment or care planning.</p> <p>Enrolled nurses are accountable for their nursing actions and practice competently in accordance with legislation, to their level of knowledge and experience. They work in partnership with health consumers, families/whānau and multidisciplinary teams.</p>
<b>HOURS OF WORK</b>	80 hours per fortnight
<b>TENURE</b>	Permanent
<b>EMPLOYMENT AGREEMENT &amp; SALARY</b>	In accordance with the Te Whatu Ora – Health New Zealand and New Zealand Nurses Organisation Nursing & Midwifery Collective Agreement Enrolled, Obstetric, Karitane and Assistant Nurses, step 2 – \$72,985 - \$83,349 gross per annum according to qualifications and experience pro rata for hours worked.
<b>DATE</b>	June 2024
<b>EXPENDITURE AND BUDGET RESPONSIBILITY</b>	N/A
<b>SCOPE &amp; COMPLEXITY</b>	This role is within a small rural hospital, and it expected that at times nursing staff will be required to work across all nursing areas in Wairoa health centre, including ED and inpatient ward, maternity inpatient unit, outpatient department and community services.

## ESSENTIAL CRITERIA

### Qualifications

- Current registration with Nursing Council of New Zealand as Enrolled Nurse.

### Experience

- This position may be suited to either a graduate EN or an EN with clinical experience.

### Business / Technical Skills

- Holds a current annual practising certificate as Enrolled Nurse without restrictions.
- Demonstrated ability to work within a team
- Demonstrated time management skills

### Key Attributes

- Effective communication skills
- Positive attitude

### Effectively Engaging with Māori

- Demonstrates knowledge and understanding of local tikanga and Māori culture sufficiently to be able to respond appropriately to Māori
- Is visible, welcoming and accessible to Māori consumers and their whānau
- Actively engages in respectful relationships with Māori consumers and whānau and the Māori community
- Actively seeks ways to work with Māori consumers and whānau to maximise Māori experience
- Actively facilitates the participation of whānau in the care and support of their whānau member

### Physical requirements for role

- Able to kneel
- Able to get 1 knee up on bed
- Able to squat
- Able to raise arms above head
- Able to reach arms out in front
- Able to walk up 2 flights of stairs without stopping
- Able to do at least 3 half press ups (i.e., on knees)

### Vaccination status for role

Vaccinations as per the current employee immunisation policy including annual influenza vaccinations.

## DESIRABLE CRITERIA

### Experience

- OPD and /or Rural experience

### Business / Technical Skills

- Reasonable level of computer literacy



## Our Vision and Values

*Te hauora o te Matau-ā-Māui: Healthy Hawke's Bay*

Excellent health services working in partnership to improve the health and wellbeing of our people and to reduce health inequities within our community.



### HE KAUANUANU RESPECT

Showing **respect** for each other, our staff, patients and consumers. This means I actively seek to understand what matters to you.

### ĀKINA IMPROVEMENT

Continuous **improvement** in everything we do. This means that I actively seek to improve my service.

### RARANGA TE TIRA PARTNERSHIP

Working together in **partnership** across the community. This means I will work with you and your whānau on what matters to you.

### TAUWHIRO CARE

Delivering high quality **care** to patients and consumers. This means I show empathy and treat you with care, compassion and dignity.