

Residential Aged Care

POSITION DESCRIPTION

REGISTERED NURSE – LEVEL TWO

ACCOUNTABLE TO: DIRECTOR OF NURSING/or DELEGATE

SALARY & CONDITIONS: AS PER THE AGED CARE SERVICES ENTERPRISE AGREEMENT & EMPLOYEE HANDBOOK

PURPOSE OF POSITION:

To work as part of a team that ensures residents' individual clinical and lifestyle needs are met to their satisfaction.

To promote the well-being of residents by ensuring residents live in an environment free of physical, verbal or emotional abuse.

RESPONSIBILITIES AND DUTIES:

Responsible to the Residents for:

- The planning of care in liaison with the resident and/or their carer, Enrolled Nurses and Aged Care Workers.
- The implementation of individual plans of care as written and agreed.
- Providing the assistance required to achieve maximum independence with consideration given to physical and psychological impairments that may exist for the resident.
- The daily care of residents provided by Enrolled Nurses and Aged Care Workers.
- The observation, reporting and recording of all changes in residents' condition.
- The immediate reporting of all complaints and concerns to the Director of Nursing or his/her delegate.
- The immediate reporting of any suspected or observed episodes of abuse, physical, emotional or verbal to the Director of Nursing or his/her delegate.
- The promotion and active involvement in complying with continuous quality improvement of the Aged Care Accreditation Standards.
- The safe use and care of all residents' personal property and clothing.
- The courtesy and respect displayed to all residents and their visitors.
- Liaising with the resident's Medical Officer of choice to ensure effective management of medical care.
- Liaising with allied health professionals as required maintaining, improving residents' health status.

Organisational responsibilities for the Registered Nurse are:

- To be responsible for the maintenance of the roster and backfilling positions after hours.
 - To be aware of and follow all policies, protocols and guidelines of the Aged Care Service.
 - To work as part of a team to achieve the long and short term objectives for the service.
 - To be responsible for the assessing, planning, implementing and reviewing of care for residents.
 - To attend staff meetings as required.
 - To participate in the induction of new staff appropriate to their level of expertise and according to the direction of the Director of Nursing.
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- To actively promote Occupational Health and Safety of self and fellow employees.
- To maintain safe work environment and follow all safe work practices.
- To be economical in the use of supplies.
- To be responsible for the safe use of equipment.
- To report any unsafe work practices and/or equipment.
- To report and document any incidents, accidents and near misses as soon as possible.
- To take immediate corrective action with unsafe equipment or work practices when possible.
- To participate in annual staff performance review.
- To report any deviation from acceptable standards of care or moral and ethical conduct to the Director of Nursing.
- To maintain a high level of personal hygiene and appropriate dress (including footwear) for self.
- To promote harmonious relationships with other departments of the Aged Care Company and respective staff.

Professional responsibilities for the Registered Nurse are:

- To participate in the development of work documentation, policy and protocols.
 - To maintain a standard of documentation that is consistent with the professional status of Registered Nurse.
 - To ensure documentation meets the standard required.
 - To assist the Enrolled Nurses and Aged Care Workers in developing skills.
 - To supervise all activities of Aged Care Workers and Enrolled Nurses.
 - To co-ordinate the daily activities and duties allocation within the rostered unit.
 - To participate in personal and professional development of self by attending in service Lectures when offered, including compulsory annual training - Residents Rights, Manual Handling, Food Safety, Fire Safety, Occupational Health & Safety, Infection Control and Continuous Improvement.
 - To ensure legal requirements for practising as a Registered Nurse are met.
 - To understand and accept the onus of “duty of care” aspects of a Registered Nurse, ie assume responsibility for care given within scope of Registered Nurse.
 - To administer and handle all pharmaceuticals in accordance with all legal requirements and service policy.
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