

## Role Description

<b>Role Position:</b>	Community and Justice Liaison Nurse
<b>Hours of work:</b>	Permanent, Full time – 1.0 FTE 40 hours/week <i>Monday to Friday except on a public holiday</i>
<b>Location(s):</b>	Based in Porirua, Wellington (CCDHB)
<b>Service / Directorate:</b>	Mental Health, Addictions & Intellectual Disability Service (MHAIDS) 3DHB
<b>Responsible to:</b>	Team Leader – Regional Forensic Service

The Vision, Mission Statements and Values of each of the three DHBs are highly congruent.

### Our Mission:

- **Capital & Coast DHB:** *Together, Improve the Health and Independence of the People of the District.*
- **Hutt Valley DHB:** *'Can do' – leading, innovating and acting courageously; Working together with passion, energy and commitment; Trust through openness, honesty respect and integrity; Striving for excellence.*
- **Wairarapa DHB:** *To improve, promote, and protect the health status of the people of the Wairarapa, and the independent living of those with disabilities, by supporting and encouraging healthy choices.*

### Our Vision

- **Capital & Coast DHB:** *Better Health and Independence for People, Families and Communities.*
- **Hutt Valley DHB:** *Whanau Ora ki te Awakairangi. Healthy people, healthy families and healthy communities are so interlinked that it is impossible to identify which one comes first and then leads to another.*
- **Wairarapa DHB:** *"Well Wairarapa - Better health for all"*

### Our Values:

- **Capital & Coast DHB:** *Innovation, Action, A focus on People and Patients, Living the Treaty, Professionalism through Leadership, Honesty, Integrity and Collaboration, Excellence through Effectiveness and Efficiency.*
- **Hutt Valley DHB:** *'Can do' – leading, innovating and acting courageously; Working together with passion, energy and commitment; Trust through openness, honesty respect and integrity; Striving for excellence.*
- **Wairarapa DHB:** *Respect – whakamana tangata; integrity – mana tu; self-determination – rangatiratanga; co-operation – whakawhanaungatanga; and excellence – taumatatanga.*

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## Context

### Capital and Coast DHB

The Capital and Coast District Health Board (CCDHB) covers a region extending from Wellington to Otaki. It comprises delivery arms in primary, secondary and tertiary health. Hospital and Health Services (HHS) is primarily responsible for the hospital and health services delivered via a new Wellington Regional Hospital; a secondary and community facility at Kenepuru; a Forensic, Rehabilitation and Intellectual Disability Hospital at Ratonga Rua-o- Porirua; and Kapiti Community Hospital.

### Hutt Valley DHB

The Hutt Valley District Health Board (DHB) is a hospital and health provider in the Hutt Valley, located 20 minutes from Wellington. Hutt Valley DHB provides secondary and tertiary, medical and surgical hospital services along-side community based health care. The main facility is Hutt Hospital in Lower Hutt, which has 260 beds. Hutt Valley DHB funds local health providers and works collaboratively with the community to create and support multiple health education initiatives and projects within the region.

### Wairarapa DHB

Wairarapa District Health Board (DHB) is located 1.5 hours north of Wellington and Hutt Valley. It covers a large mainly rural geographic area from Cape Palliser on the south coast, to Mount Bruce in the north. Secondary hospital services are provided from the new 90 bed Wairarapa Hospital in Masterton, serving a population of around 40,000. Wairarapa DHB has a unique relationship with primary and community services to meet the needs of their population.

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## Service Perspective

The hospital and health services of the DHBs provide a range of services, one such group of services includes Mental Health, Addictions and Intellectual Disability (MHAID) Service. The Service has over 1400 employees and annual revenue of \$135m.

MHAIDS spans three DHBs - Wairarapa, Hutt Valley and Capital and Coast DHB's and includes local, regional, and national services. The local MHAID services are provided from multiple sites within the 3DHB sub-region – greater Wellington, Hutt Valley and Wairarapa. Te Korowai Whariki services include regional forensic and rehabilitation services covering the Central region while the intellectual disability services extend the length and breadth of the country from six bases located in Whangarei, Auckland, Cambridge, Wellington, Christchurch, and Dunedin.

The core business of the Service is the provision of quality specialist services, integrated with primary and secondary providers in the communities we serve.

The Service is committed to the underlying principles of:

- The New Zealand Disability Strategy: Making a World of Difference – Whakanui Oranga.
- Te Tahuhu and the Mental Health Blueprint for Mental Health Services in New Zealand to guide and direct service design, delivery, development, and review.
- Intellectual Disability High and Complex Framework
- Te Tiriti o Waitangi as the founding document of Aoteroa/New Zealand.

The Service has access to business support services including Human Resources and Finance. In addition, management and delivery of clinical services across the Service is underpinned by



consultation, advice, and support from a range of cultural, consumer, and family advisors, and business, quality and organisational development personnel.

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### Team Perspective

The regional arm of Te Korowai-Whāriki includes the Central Regional Forensic Mental Health Service which operates at the interface between Mental Health Services and the Justice System and works within the following settings – prisons, courts, community, and inpatient. The Service offers assessment and rehabilitation services to –

- Defendants charges with criminal offences
- Offenders who have psychiatric illness

The Service also provides consultation and liaison to General Mental Health Services, including provision of cultural support with formal reviews and a network of community services based at Wellington, Wairarapa, Manawatu, Wanganui, Hawke’s Bay and Gisborne/East Coast.

The forensic community teams are multidisciplinary based with their principal role as providing mental health services to all prisons (there are 6 prisons and a third of New Zealand’s total prison population in the Central Region) and courts (there are 17 court systems) in the region. These teams also follow up in the community certain tangata whaiora/consumers that transition from the inpatient units. The Central Regional Forensic Service also is involved with the Youth Court providing a Court Liaison Service and completing specialist psychological or psychiatric assessments ordered by the Court through Children Young Persons & Family Act, 1989 (Section 333).

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### Role Perspective

All nurses employed by the MHAID 3DHB Services will have Registration with the Nursing Council of New Zealand and maintain a current annual practising certificate as a Registered Nurse. Nurses must practise in accordance with standards established through legislation and professional nursing standards. It is expected that all nurses are familiar with relevant documents (refer to Capability Profile) and will, at all times, adhere to these. This also includes the DHB Code of Conduct. It is the nurse’s responsibility to access policy and procedures through the DHB Intranet.

Application onto the Professional Development and Recognition Programme (PDRP) to demonstrate competent level of practice is required and nurses will be able to progress within the programme. The PDRP is integral in assessing and monitoring the nursing skill levels in services.

It is the nurse’s responsibility to attend the generic orientation, initial and update core skill requirements and maintain area-specific competency requirements.

Registered Nurses working in mental health, addiction treatment and Intellectual Disability services must actively reflect on their work and practice, they will work in ways that enhance the team to support the recovery of service users.

The Registered Nurse (RN) working for the MHAID 3DHB Services will have a desire to develop in an area of nursing; will have the ability to work using a team nursing approach, within the wider



Multidisciplinary Team (MDT), demonstrate values consistent with those of the MHAID 3DHB Services and will be committed to the principles of the Treaty of Waitangi.

The Team Nursing approach commits to provide person / family centred care, using current evidence to assist people to achieve their optimum health. It considers the nursing skill (PDRP) level and staff mix with Registered Nurses (RN) and Mental Health Support Workers (MHSW) working together as part of the team. The benefits of a Team Nursing approach are:

- Improved communication and coordination of care;
- Enhanced teaching of clinical decision-making and skills;
- Increased patient satisfaction
- Improved patient care
- Increased work satisfaction and staff retention
- Decreased staff turnover

Supporting change implementation is an important aspect of this role. The environment is one of continuing change as we strive for quality practice and improved patient safety. The RN is a key part of the team's involvement in such change.

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#### **Purpose of the Role**

To provide liaison and consultation to and between Courts, Prisons, Justice Departments, Mental Health, Police, Government and Community Agencies on mental health and addiction matters and the management of associated problems within the identified agency.

The nurse utilises clinical and medical-legal knowledge and skills to provide a quality rapid assessment of those persons identified as having or who may have a mental health and addiction problem.

## Key Accountabilities

The Registered Nurse will be expected to perform at competent, proficient or expert level as appropriate.

### Domain One:

This domain contains competencies that relate to professional, legal and ethical responsibilities and cultural safety. These include being able to demonstrate knowledge and judgement and being accountable for own actions and decisions, while promoting an environment that maximises patients' safety, independence, quality of life and health.

<i>NCNZ Competency</i>	<i>PDRP Competent Level Deliverables/Outcomes</i>	<i>PDRP Proficient Level Deliverables/Outcomes</i>	<i>PDRP Expert Level Deliverables/Outcomes</i>
1.1 Accepts responsibility for ensuring that his/her nursing practice and conduct meet the standards of the professional ethical and relevant legislated requirements.	Understand the professional, ethical and legislated requirements most relevant to the area of practice and meet all standards, conduct and legislated requirements.	Understand the professional, ethical and legislated requirements most relevant to the area of practice, to ensure nursing practice and conduct meets these standards and assists others to understand these requirements.	Understand the professional, ethical and legislated requirements most relevant to the area of practice, to role model nursing practice standards and conduct. Also contributes to others to meet compliance within your Service.
1.2 Demonstrates the ability to apply the principles of the Treaty of Waitangi /Te Tiriti o Waitangi to nursing practice.	Understands the principles of the Treaty of Waitangi /Te Tiriti o Waitangi and applies them to practice.	Understands the principles of the Treaty of Waitangi /Te Tiriti o Waitangi and applies them to practice and assists others with understanding this requirement.	Understands the principles of the Treaty of Waitangi /Te Tiriti o Waitangi and the implications of the socio-economic disparities experienced by Maori relevant to the area of practice.
1.3 Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by enrolled nurses and others.	Understands the difference in accountability and responsibility of the RN, EN and HCA and the Nursing Council NZ resources available to assist in understanding this requirement.	Understands the difference in accountability and responsibility of the RN, EN and HCA and assists others to meet NCNZ and CCDHB policy requirements.	Understands the difference in accountability and responsibility of the RN, EN and HCA, to lead colleagues' and foster team work to optimise care delivery and address direction and delegation issues.
1.4 Promotes an environment that enables health consumer safety, independence, quality of life, and health.	Promotes a physical environment that is safe for health consumers.	Promotes a physical environment that is safe for health consumers and assists with minimising risks or addressing problems.	Promotes a physical environment that is safe for health consumers, identifies problems and show leadership in addressing these and reducing overall risk.

<p>1.5 Practices nursing in a manner that the health consumer determines as being culturally safe.</p>	<p>Practices and modifies care in a manner that the health consumer determines as being culturally safe.</p>	<p>Modifies nursing care and advocates for the health consumer to ensure they determine their care experience is culturally safe. Practice manner assists others with understanding this requirement.</p>	<p>Practices and leads colleagues in providing culturally safe care for health consumer/health consumers within the Service. Assist others to adapt practice to appropriately meet cultural needs and address problems or issues related to cultural safety.</p>
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## Domain Two: Management of Nursing Care.

This domain contains competencies related to client assessment and managing client care, which is responsive to clients' needs, and which is supported by nursing knowledge and evidence based research.

<i>NCNZ Competency</i>	<i>PDRP Competent Level Deliverables/Outcomes</i>	<i>PDRP Proficient Level Deliverables/Outcomes</i>	<i>PDRP Expert Level Deliverables/Outcomes PDRP</i>
2.1 Provides planned nursing care to achieve identified outcome.	Provides planned nursing care to achieve identified and expected outcome/s taking into account influencing factors e.g. skill mix patient acuity, functional level.	Provides planned evidenced based nursing care to achieve identified outcome/s taking into account the skill mix, patient acuity and other priorities for health consumer with complex needs.	Provides clinical leadership using evidence to develop and or enhance care delivery processes/outcomes in the area/service.
2.2 Undertakes a comprehensive and accurate nursing assessment of health consumers in a variety of settings.	Provides comprehensive and accurate patient systematic assessment using assessment skills and appropriate tools.	Provides comprehensive and accurate systematic nursing assessment underpinned by advancing clinical judgement and use of assessment parameters.	Role models comprehensive and systemic assessment skills underpinned by expert knowledge to critically problem solve.
2.3 Ensures documentation is accurate and maintains confidentiality of information.	Ensures documentation is clear and accurate with information technology (IT) use meets legislation and professional guidelines.	Ensures own and colleagues documentation and information technology (IT) use complies with legislation and professional guidelines.	Ensures records and IT use in area complies with legislation and professional guidelines and variance is addressed to resolve documentation issues.
2.4 Ensures the health consumer has adequate explanation of the effects, consequences and alternatives of proposed treatment options.	Ensures the health consumer has appropriate information (impact, consequences proposed alternatives) and support to make informed care decision.	Effectively addresses health consumer's care preferences and problems when discussing treatment options or alternatives to ensure informed consent.	Ensures health consumers have adequate explanation to make informed decisions about treatment and care in your area. Shows leadership in resolving situations that limit health consumers' participation.
2.5 Acts appropriately to protect oneself and others when faced with unexpected health consumer responses, confrontation, personal threat or other crisis situations.	Acts appropriately during unexpected or crisis situations within practice environment to promote safety and wellbeing.	Manages unexpected or crisis situations with nursing responses informed by procedures and protocols to promote safety and wellbeing in the practice environment.	Demonstrates leadership in resolving unexpected health consumer responses in crisis situations through problem solving and implementing appropriate nursing responses.
2.6 Evaluates health consumer's progress toward expected outcomes in partnership with health consumers.	Understands and ensures evaluation of care outcomes is in collaboration with health consumers and other health care team members.	Evaluates health consumer's progress toward expected outcomes in partnership with health consumers and changes interventions as required.	Participates in evaluating nursing care and health service delivery using audit activities in partnership with health consumers and the health care team.

2.7 Provides health education appropriate to the needs of the health consumer within a nursing framework.	Provides appropriate health education to the level of health consumer understanding using informal and informal teaching methods ensuring health literacy.	Provides effective health education and information to promote informed health consumer health care decisions.	Collaborates to promote effective health education and information with action that improve health outcomes and address disparity in health status.
2.8 Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care.	Reflects upon, and evaluates with peers and experienced nurses the effectiveness of nursing care.	Reflects upon, and evaluates with peers and experienced nurses the effectiveness of nursing care and assists colleagues with reflection.	Reflects upon, and evaluates with peers and experienced nurses the effectiveness of nursing care and assists colleagues with reflection using a reflective cycle tool.
2.9 Maintains professional development.  (NCNZ Continuing competency requirements include 60 hours of professional development over 3 years)	Ensure NCNZ Continuing Competency requirements are met.  Core competencies and area-specific competency requirements are maintained.	Ensure NCNZ Continuing Competency requirements are met.  Core competencies and area-specific competency requirements are maintained.  Education of others is evidenced.	NCNZ Continuing Competency requirements are met.  Professional development includes level 8 papers or equivalent (how evidenced based learning has been applied to and benefited practice).  Core competencies and area-specific competency requirements are maintained.

**Domain three: Interpersonal Relationships.**

This domain contains competencies related to interpersonal and therapeutic communication with clients, other nursing staff and interprofessional communication and documentation.

<i>NCNZ Competency</i>	<i>PDRP Competent level Deliverables/Outcomes</i>	<i>PDRP Proficient level Deliverables/Outcomes</i>	<i>PDRP Expert level Deliverables/Outcomes</i>
3.1 Establishes, maintains and concludes therapeutic interpersonal relationships with health consumers.	Establishes, maintains and concludes therapeutic interpersonal relationships with health consumers and understand professional boundaries.	Establishes, maintains and concludes therapeutic interpersonal relationships with health consumers and to understand challenges associated with professional boundaries.	Establishes, maintains and concludes therapeutic interpersonal relationships with health consumers, and support colleagues to overcome difficulties associated with professional boundaries.
3.2 Practises nursing in a negotiated partnership with the health consumer where and when possible.	Practises nursing in a negotiated partnership with the health consumer to support their independence.	Practises nursing in a negotiated partnership with the health consumer in difficult situations.	Practises nursing in a negotiated partnership with the health consumer that was difficult to establish using expert level problem solving skills and knowledge.
3.3 Communicates effectively with health consumers and members of the health care team (HCT).	Communicates effectively with health consumers and members of the health care team (HCT) using a variety of techniques	Communicates effectively with health consumers and members of the health care team (HCT) in challenging situations.	Resolves issues of communication with health consumers and members of the health care team (HCT).

**Domain four: Inter-professional Health Care & Quality Improvement.**

This domain contains competencies to demonstrate that, as a member of the health care team; the nurse evaluates the effectiveness of care and promotes a nursing perspective within the inter-professional activities of the team.

<i>NCNZ Competency</i>	<i>PDRP Competent level Deliverables/Outcomes</i>	<i>PDRP Proficient level Deliverables/Outcomes</i>	<i>PDRP Expert level Deliverables/Outcomes</i>
4.1 Collaborates and participates with colleagues and members of the health care team (HCT) to facilitate and coordinate care.	Collaborates and participates with colleagues and members of the interdisciplinary HCT to facilitate and coordinate care.	Collaborates, participates and supports with colleagues and members of the interdisciplinary HCT to facilitate and coordinate care.	Collaborates and participates with colleagues and members of the interdisciplinary HCT to facilitate and coordinate care to assist in meeting CCDHB strategic aims/ Ministry of Health or similar national targets

<i>NCNZ Competency</i>	<i>PDRP Competent level Deliverables/Outcomes</i>	<i>PDRP Proficient level Deliverables/Outcomes</i>	<i>PDRP Expert level Deliverables/Outcomes</i>
4.2 Recognises and values the roles and skills of all members of the health care team in the delivery of care.	Recognises and values the roles and skills of all members of the HCT in the delivery of care and effect on the health consumer.	Recognises and values the roles and skills of all members of the HCT in the delivery of care and how their skills contribute to health consumer outcomes.	Recognises and values the roles and skills of all members of the HCT in the integrated delivery of care
4.3 Participates in quality improvement activities to monitor and improve standards of nursing.	Recognises the importance and participates in quality improvement activities to monitor and improve standards of nursing in your area.	Participates in quality improvement activities and shows how this has a positive impact on the health consumer journey.	Leads quality improvement activities to monitor and improve standards of nursing care to assist in meeting CCDHB strategic aims/ Ministry of Health or similar national targets.

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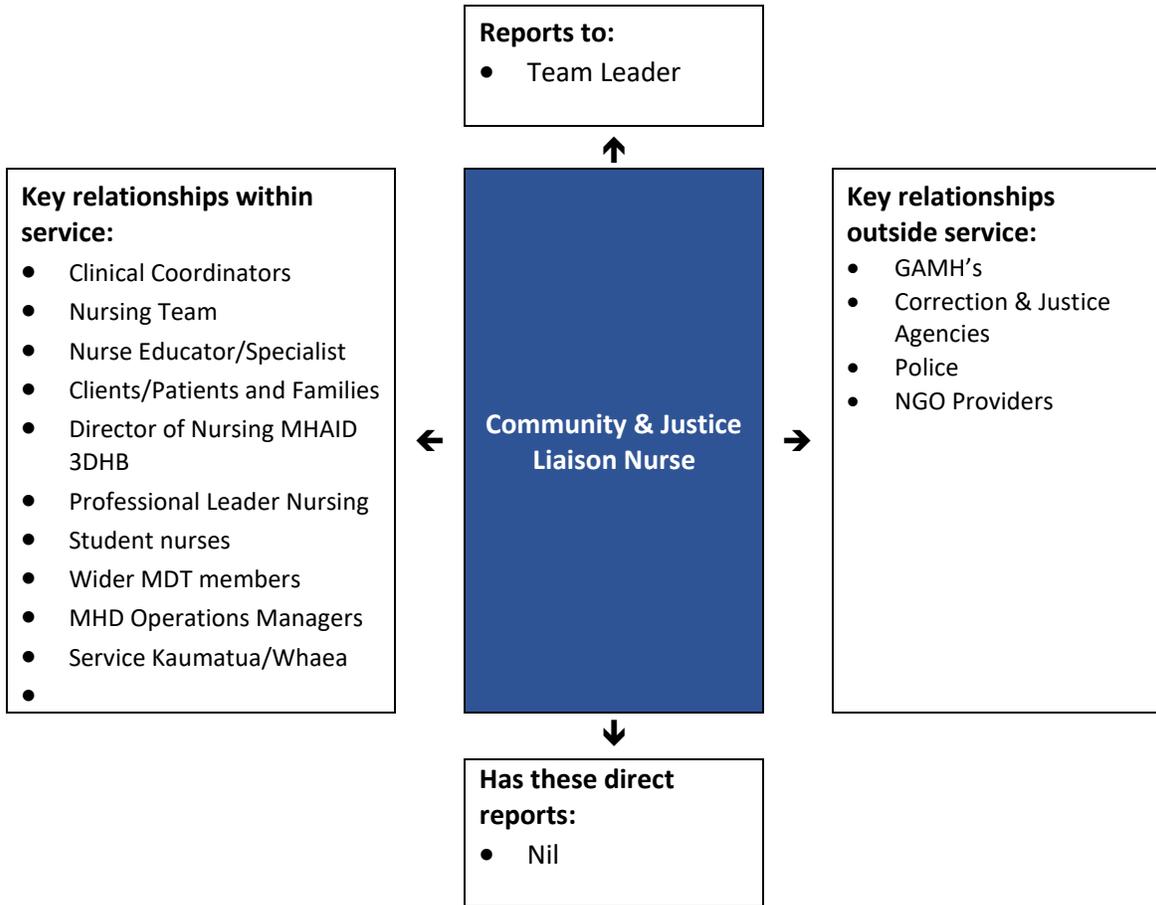
## Key Accountabilities

In addition to meeting the above requirements, the RN will satisfy the requirements on the following C&C DHB accountability:

Key Accountability	Deliverables/Outcomes	Key Performance Indicators/Measures
<b>Occupational Health and Safety</b>	<ul style="list-style-type: none"><li>Complies with responsibilities under the Health &amp; Safety in Employment Act 1992</li></ul>	<ul style="list-style-type: none"><li>Has read and understood the Health &amp; Safety policy and procedures.</li><li>Actively supports and complies with Health &amp; Safety policy and procedures.</li><li>Evidence of support and compliance with health and safety policy and procedures including use of protective clothing and equipment as required, active participation in hazard management and identification process, and proactive reporting and remedying of any unsafe work condition, accident or injury.</li></ul>

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## Key Relationships & Authorities



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## Essential Experience and Capability

### a. Knowledge and Experience:

- Knowledge and understanding of the relevant legislation, standards and guidelines. These include but are not limited to:
  - Standards of Practice for Mental Health Nursing in Aotearoa New Zealand <http://www.nzcmhn.org.nz/Publications/Standards-of-Practice-for-Mental-Health-Nursing>
  - Health and Disability Services Consumers' Code of Rights <http://www.hdc.org.nz/the-act-code/the-code-of-rights> New Zealand Nursing Council's (NCNZ) Nurse Practitioner/Registered Nurse/Enrolled Nurse Competencies <http://nursingcouncil.org.nz/Nurses/Scopes-of-practice>
  - NCNZ Code of Conduct for Nurses (2012) <http://nursingcouncil.org.nz/Nurses/Code-of-Conduct>
  - NCNZ Guideline: Responsibilities for direction and delegation of care to enrolled nurses (2011) NCNZ Guideline: Responsibilities for direction and delegation of care to Health Care Assistants (2011)
  - NCNZ's Guidelines: Professional Boundaries (2012) <http://www.nursingcouncil.org.nz/>
  - New Zealand Nurses Organisation (NZNO) Code of Ethic (2010) <http://www.nzno.org.nz/Portals/0/publications/Code%20of%20Ethics%202010.pdf>
  - NZNO Social Media and the nursing profession: A guide to online professionalism for nurses and nursing students (2012)
  - The Health and Disability Commission's Code of Health & Disability Services Consumers Rights <http://www.hdc.org.nz>.

### b. Essential Professional Qualifications/Accreditation/Registrations

- Registration with the Nursing Council of New Zealand as a Registered Nurse.
- A current practising certificate.
- Active involvement and progression along the PDRP and by Expert RN level a post graduate qualification or working towards this or equivalent learning.

### c. Valuing the work

*Someone well-suited to the role will place a high value on the following:*

- Effective working relationships with staff and management
- Following process (also discerning when a situation may require a slightly different process within policy and procedural confines)
- Accuracy and confidentiality
- Integrity, trust, good organisation skills and effective time management

### d. Other

- Living the DHB values
- Civility, respect and collaboration in practice

- Challenging Stigma and Discrimination of service users
- Applying the principles of Te Tiriti o Waitangi to practice
- Practicing in a manner that service users determine as being culturally safe
- Respect and collaboration in practice
- Delivering an exemplary standard of care
- Leading profession and service delivery
- Active involvement in decision making
- Working interprofessionally with others
- Working within existing resources
- Practice informed by research evidence
- Innovation
- Thinking critically
- Active involvement in the professional development pathway
- Working effectively with the community

***Ma tini, ma mano, ka rapa te whai***  
*By joining together we will succeed*

Capital and Coast District Health Board (CCDHB) is committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.

CCDHB is committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Maori cultural practices.