

JOB DESCRIPTION

Registered Nurse **Inpatient Unit, Mental Health and Addiction Services**

Position Title:	Registered Nurse
Organisation Unit:	Inpatient Unit, Mental Health and Addiction Services Sub Acute Whangarei
Location:	Inpatient Unit, Mental Health and Addiction Services Sub Acute, Northland District Health Board
Responsible to:	Clinical Nurse Manager, Inpatient Unit, Mental Health and Addiction Services, Northland District Health Board
Primary Functions of the Position:	To be an effective member of the multi-disciplinary Inpatient Team to provide safe, high quality nursing care in accordance with the designated standards of practice.

Functional Relationships

The Registered Nurse will develop and maintain excellent relationships with:

Internal	External
<ul style="list-style-type: none">• Clinical Nurse Manager• Clinical Nurse Coordinators• All members of the multi-disciplinary team• Community Mental Health Staff	<ul style="list-style-type: none">• Non-Government Organisations and other community groups• Clients and their families/Whanau



Key Responsibilities and Expected Outcomes

Northland District Health Board has established a set of values by which the organisation will respond, in part, to achieving its goals and objectives through their workforce. The following Values and supporting statements are expected behaviours of each individual employed with NDHB:

Values	Supporting Statement
Tāngata i te tuatahi People First	He whakapapa, he mokopuna, he tamariki, he mātua, he tūpuna. He aha te mea nui. He tāngata, he tāngata, he tāngata Our people are central to all we do
Whakaute (tuku mana) Respect	He whakaaro nui ki ētahi atu We treat others as they would like to be treated
Manaaki Caring	Ko te manaaki – he whāngai, he kākahu, he ropiropi. Akona e te whānau whānui We nurture those around us, and treat all with dignity and compassion
Whakawhitiwhiti Kōrero Communication	Whakawhitiwhiti kōrero i runga te tika, te pono me te We communicate openly, safely and with respect to promote clear understanding aroha
Te Hiranga Excellence	Kia kaha, kia māia, kia manawa nui Our attitude of excellence inspires confidence and innovation

The position of Registered Nurse encompasses the following major functions or key result areas:

- Te Tiriti o Waitangi
- Assessment, Treatment and Care
- Clinical Practice
- Ethical Safety
- Professional Development
- Service Management
- Cultural Safety
- Quality Assurance
- Health and Safety
- Privacy & Confidentiality



The outcome requirements of the above key responsibility areas are outlined below:

Key Responsibility Area	Expected Outcomes
<p><i>Te Tiriti o Waitangi</i></p>	<ul style="list-style-type: none"> • Contribute to the promotion of the articles and principles of Te Tiriti o Waitangi and the involvement of Māori within the decision-making process for their health and independence, within District Health Board management processes and procedures • Include the articles and principles of Te Tiriti o Waitangi within all aspects of the role and its outcomes • Ensure that consultation and engagement processes include appropriate mechanisms to meet the need of Māori in a culturally appropriate and safe manner • Attend the Northland District Health Board Te Tiriti o Waitangi Training
<p><i>Assessment, Treatment and Care</i></p>	<ul style="list-style-type: none"> • In conjunction with the multi-disciplinary team use the nursing process to deliver nursing care in accordance with individual health care consumer needs and standards of nursing practice. • Collect and document information systematically and comprehensively, through assessment, interview, observation and other sources of data. • Up-to-date nursing knowledge / techniques are used when providing care. • Complete nursing history which includes Mental Health Assessment and is strengths based. • Findings are documented and reported recognising the need for immediate and ongoing intervention and incorporated in the treatment / discharge plan when appropriate. • A comprehensive, multi-disciplinary treatment plan is developed and updated which includes standards of care, risk management, consumer and family/whanau expectations, learning needs, medical management requirements and discharge planning. • Appropriate recording and reporting on results of nursing processes are documented. • The client and family/whanau are involved in care activities as appropriate, and that care is flexible and individualised. Growth, health and autonomy will be encouraged. • Equipment and supplies are used safely and economically.



Key Responsibility Area	Expected Outcomes
Clinical Practice	<ul style="list-style-type: none"> • Apply clinical skills in a safe and appropriate manner to the highest quality possible. • Appropriately initiate, maintain and terminate therapeutic relationships/partnerships. • Correctly administer medications as prescribed and evaluate response. Document and communicate promptly. • Maintain procedural requirements in accordance with Mental Health Inpatient unit policies and protocols. • Acknowledge and report Accidents, incidents, errors/omissions and document promptly. • Practice effective time management, priority setting, co-ordination and communication at a high level. • Incorporate the cultural needs of Tangata Whenua and other appropriate groups when delivering nursing care, seeking out appropriate advice on cultural matters. • Actively participates in any planned programmes, activities or any other therapies within the relevant scope of care.
Ethical Safety	<ul style="list-style-type: none"> • Ensure the patients legal, privacy and confidentiality rights are known and understood by the client. • Ensure that all concerns, complaints and issues are brought to the attention of the Nurse Manager in a timely and effective manner in accordance with Service policies and procedures. • Ensure the needs and views of the patient and their families are fully represented at the multi-disciplinary team meetings. • Involve the client and whanau/family in the formation of treatment plan and gain consent for treatments as appropriate.
Professional Development	<ul style="list-style-type: none"> • In consultation with the Team Leader, knowledge and skills development is ongoing and up-to-date with current trends. • Develop and maintain personal professional practice in accordance with professional standards, legislative requirements, policies and guidelines. • Clinical supervision is undertaken on a regular basis, both peer and individual supervision in accordance with Mental Health Service protocol on supervision. • Performance management will take place not less frequently than annually and will involve the formulation of a personal work development plan which will be revised annually. • Actively participate in the PDRP process in accordance with the Northland District Health Board policy.
Service Management	<ul style="list-style-type: none"> • Contribute to the successful management of the Inpatient Service. • Participates in the development and delivery of culturally / ethically acceptable services. • Attends and contributes to team meetings i.e. clinical, debriefing sessions, in-service education, quality improvement, occupational health and safety, etc. • Adhere to the standards that govern Mental Health Nursing practice and the NDHB and Mental Health Services policies and protocols.



Key Responsibility Area	Expected Outcomes
Cultural Safety	<ul style="list-style-type: none"> • Demonstrate commitment to bicultural development. • Work in partnership with Iwi, Hapu, Whanau, and Kai Awhina Service. • Seek advice from Maori Health Workers and/or Takawaenga/Kaumatua as appropriate. • Have working understanding of Te Tiriti o Waitangi and its relevance to Mental Health
Quality Assurance	<ul style="list-style-type: none"> • Participates in the quality assurance process which leads to the adoption of improved policies / protocols for the Service. • Collects and records accurately demographic information at the point of admission, discharge and/or transfer.
Health & Safety	<ul style="list-style-type: none"> • Observe and promote safe work practices, rules and instructions relating to work, and be pro-active in hazard management • Willingly co-operate in the achievement of all health and safety goals and initiatives by: <ul style="list-style-type: none"> – Practicing and observing safe work methods; – The use of safety equipment; – Reporting unsafe conditions or equipment; and – Reporting and documenting all accidents or incidents
Privacy and Confidentiality	<ul style="list-style-type: none"> • Undertake all duties and responsibilities in accordance with the Privacy Act 2020, Health Information Privacy Code 2020, and Northland DHB's Privacy Policies and Procedures • Complete mandatory induction training on Privacy responsibilities

Variation of Duties

Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities may be amended from time to time, in consultation with the employee, to meet any changing conditions and service requirements.



Person Specification

Education and Qualifications

Essential

- Registered Comprehensive Nurse or Registered Psychiatric Nurse
- Current Practising Certificate
- Current Drivers Licence

Desirable

Experience

Essential

- Experience within a Mental Health setting

Desirable

- Knowledge of Mental Health Legislation
- Awareness of current trends in Mental Health Nursing

Awareness and Understanding of

Essential

- Te Tiriti o Waitangi and its application to the health setting
- Privacy Act (2020) and Health Information Privacy Code (2020)
- Health and Safety at Work Act 2015

Desirable

- Health and Disability Commissioner (Code of Health and Disability Services Consumers' Rights) Regulations (1996)
- New Zealand Council of Healthcare Standards

Skills & Personal Attributes

Skills

- Excellent communication skills
- Ability to work with clients at all phases of their recovery
- The ability to work within a multi-disciplinary team
- Conflict resolution skills
- Demonstrated ability to practice in a culturally safe manner.

Personal Attributes

- Must be able to demonstrate efforts made towards gaining an adequate knowledge of Mental Health Legislation.
- To have demonstrated the desire to up-grade skills and to learn from more experienced staff.
- To have people orientated interests.



Performance Development Review

An initial review of performance will be conducted after three months, with an annual review thereafter.

An individual Development Plan will be developed to reflect the contribution this position is expected to make towards achieving the team's objectives and measures. Key result areas will be developed and agreed at this time.

Authorised by:

Signature:

Date:

Acceptance

Acceptance of the position implies acceptance of this position description.

Position Title:

Signature of employee:

Date:

