



Job Description – Registered Nurse/Nahi

POSITION TITLE	Southland Youth One Stop Shop (SYOSS) Practice Nurse/Nahi
HOURS OF WORK	3 days/ week and as required
ACCOUNTABLE TO	SYOSS Director

PURPOSE OF THE POSITION

To facilitate access to primary health services by helping to remove access barriers for youth in Southland who do not currently access Primary Health services.

- Ensuring that a high standard of primary care is delivered.
- Ongoing development and application of policy, procedure and protocols to ensure an ethical, high quality service delivery
- To assist with the removal of barriers to accessing primary health care.
- Referral and liaison with other Number 10 services
- Liaison with other services in the community
- Delivering nursing services

KEY TASKS

	Specific Responsibilities	Performance Criteria
1. General practice	<p>1.1. To provide quality holistic nursing assessment, intervention, health education or referral for clients.</p> <p>1.2. Ensure that clients are provided with ongoing best practice, quality management within a primary care environment.</p> <p>1.3. Provide follow-up and appropriate referral/s to other services for all clients.</p> <p>1.4. All services are delivered in accordance with the professional guidelines on practice, procedures and ethics as determined by the appropriate professional body.</p> <p>1.5. Maintain up to date knowledge on purchasing of medical supplies.</p> <p>1.6. Observes and practices safe work methods using safety equipment.</p> <p>1.7. Records and information are managed according to Number 10 policy and Health Information Privacy Code 2020</p> <p>1.8. Ensure ethical standards of practise are maintained.</p> <p>1.9. Maintain accurate record keeping and information management.</p> <p>1.10. Adheres to and works within the Standing Orders</p> <p>1.11. Other agreed tasks as defined by management.</p>	<ul style="list-style-type: none"> • Provided holistic and youth health nursing assessment to clients, health promotion, health education, as noted in the annual Clinical Audit and Observation • All clients have been provided with clinical (e.g.HEADSS) assessment accurately and appropriately as noted in the annual Clinical Audit • All information and stats are recorded on our PMS -Patient Management System- (MedTech) e.g. clients admission to inpatient care based on clinical guidelines, assessments (e.g. HEADSS), referrals, case management for clients based on physical examinations, different diagnosis, diagnostic results and clinical judgment, intervention plans, client statistics, etc. • Legible accurate records are kept on day of contact. • Adequate medical supplies are always available. • Health and safety standards are adhered to; accidents and safety issues are recorded appropriately (Health and Safety Folder) • Policies and procedures are upheld as viewed during Clinical Audit, Observation, Medtec recording, and feedback from patients and Clinical Manager • Services are delivered within the guidelines and ethical standards and scope of professional body as viewed during Clinical Audit, Observation, and on PMS recording. • Feedback from young people and their family/whanau is sought. • Information held complies with the Privacy Act. • Standing orders procedures are reported by clinical audit and GP observation.
2. Client Health and Wellbeing	<p>2.1. Ensure clients are consistently worked with in a caring and professional manner with a focus on early detection and intervention within the</p>	<ul style="list-style-type: none"> • Client and family/whanau report recognition of, and sensitivity, in addressing bicultural issues. • Client and family/whanau report appropriate language and behaviour, which

	<p>primary health setting.</p> <p>2.2. Ensure a persistent and proactive approach in developing strategies and pursuing opportunities to improve the overall wellbeing of the client.</p> <p>2.3. Provide appropriate information and support to client and family/whanau.</p>	<p>consistently reflects and perpetrates the dignity of the client and ensure that they are made aware of their rights and treatment options.</p> <ul style="list-style-type: none"> • Client and family/whanau report positive working relationships aimed at achieving the clients optimal health and wellbeing • Clients and family/whanau report feeling supported and informed at all times • Health and safety concerns or issues reported to the Clinical Manager
3. Professional Development	<p>3.1. Work with the Management team on projects as required.</p> <p>3.2. Maintain personal and professional development.</p> <p>3.3. Maintains applicable certifications and skill competencies.</p> <p>3.4. Participates in annual performance review and process to identify ongoing professional development requirement.</p> <p>3.5. Keep up to date with current methodologies in assessment and treatment.</p> <p>3.6. Establish and maintain relationships and networks with relevant agencies and key stake holders.</p> <p>3.7. Participate in review meetings as required.</p>	<ul style="list-style-type: none"> • Quality performance and professional development needs identified and recorded on professional development plan (PDP) e.g. current methodologies and assessments. • Completion of appropriate/specified qualifications (as per PDP) • Review meetings are attended with Director/Clinical Manager as required. • In-service training attended and documented when required. • Annual Practising Certificate is viewed. • Membership of an appropriate professional body is maintained. • Clinical Audit • Training plans are followed, as per PDP.
4. Multi-Disciplinary Team	<p>4.1. Actively participate in the multi-disciplinary team</p> <p>4.2. Establish and maintain relationships and networks with relevant agencies and key stake holders.</p> <p>4.3. Attend team and staff meetings.</p> <p>4.4. Supervise SIT students as required</p>	<ul style="list-style-type: none"> • Participation in multi-disciplinary team is demonstrated. • Attend and actively participate in staff meetings. • SIT students report feeling supported in their placement • Relationships promoting the health and development of young people are developed and maintained

FUNCTIONAL RELATIONSHIPS

Director/Clinical Manager

Social Services Manager

Attending Doctors

Nurses

Number 10 employees and volunteers

Other 10 Deveron St Staff

Young people and their Families/Whanau

External organisations and services

IDEAL PERSON SPECIFICATIONS

- Registered Nurse with current practising certificate.
- Completed Family Planning Certificate in Sexual Health and Contraception (or its equivalent)
- Registered smear taker (preferable)
- Knowledge of:
 - The Health Information Privacy Code 2020
 - Oranga Tamariki Act 1989
 - Health Practitioners Competence Assurance Act 2003
 - New Zealand Health Strategy 2016
 - Te tiriti o Waitangi and its application to the health setting
- An understanding of youth cultures and an ability to communicate effectively with a wide range of people.
- A liking of young people, an innovative flair, flexibility especially under pressure, good organisational skills and a good sense of humour
- Strong interest in education and clinical development
- Commitment to working within the Te Tiriti o Waitangi, an understanding of the practical application of partnership and biculturalism, and knowledge and practice of Te Ao Maori and Tikanga
- Excellent communication skills
- Highly motivated and enthusiastic approach
- Vision and flexibility to initiate and accommodate change.
- Ability to work both independently and in a team.
- Well organised and effective work approach

- Familiarity with the principles of youth and community development
- Commitment to continuing personal development.
- Direct understanding of the complex issues relating to youth development and specific social health needs.
- Minimum of basic IT skills

Name: _____

Signature: _____

Date: _____