Health New Zealand
Te Whatu Ora

Job Description

District Nurse

Community Clinical Services

Position Title:	District Nurse
Organisation Unit:	Community Clinical Services
Location:	Commerce Street, Te Whatu Ora – Health New Zealand Te Tai Tokerau (Te Whatu Ora)
Responsible to:	Clinical Nurse Manager, Community Clinical Services District Nursing, Te Whatu Ora
Primary Functions of the Position:	Context for the role: • Provides care within the scope of Registered Nurse for identified patients and their whānau. • Practises independently and in collaboration with other health professionals. • Is accountable for ensuring that all health services they provide are consistent with their education and assessed competence, meet legislative requirements and are supported by appropriate standards. About the Role: The Registered Nurse role is to meet the needs of patients and their family/whānau using contemporary nursing care, which is safe, appropriate and effective. The care is based on comprehensive assessment, ensures continuity, and is patient/client centred, culturally sensitive and evidence –based. Care is provided in the community either at the patients place of residence or in community clinics, or other suitable environments as mutually agreed with the patient.

Functional Relationships

The District Nurse will develop and maintain excellent relationships with:

Internal	External
• Patients/Family/Whānau and caregivers • Clinical Nurse Manager • Nurse Manager • Nurse Educators • Nursing Staff • Multidisciplinary Team • Te Poutokomanawa	• Nursing Council of New Zealand • Professional bodies and associations • College of Nursing Aotearoa • Primary Care providers • Aged Residential Care Service • North Haven Hospice • Home based support providers

• Duty Managers • Nursing & Midwifery Directorate Staff • Patient Safety Quality Improvement Staff	• Tertiary Education Providers • Other external providers relevant to area of practice

Key Responsibilities and Expected Outcomes

Te Whatu Ora 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 Te Whatu Ora:

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 and aroha
Te Hiranga Excellence	Kia kaha, kia māia, kia manawa nui Our attitude of excellence inspires confidence and innovation

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

- Te Tiriti o Waitangi
- Professional Responsibilities
- Management of Nursing Care
- Interpersonal Relationships
- Inter-Professional Health Care & Quality Improvement
- Health and Safety
- Privacy & Confidentiality
- Equity
- Whanau-centric
- Resilient Services
- Risk

- Digital Recordkeeping

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

Key Responsibility Area	Expected Outcomes
Te Tiriti o Waitangi	• 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 Te Whatu Ora 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 Te Whatu Ora Te Tiriti o Waitangi Training
Professional Responsibilities Includes accountabilities for professional, legal, ethical and culturally safe practice. This includes being able to demonstrate judgement and accountability for own actions and decisions	• Maintains professional portfolio and annual practice registration. • Practice in accordance with legal, ethical, culturally safe and professional standards. • Maintains and develops own clinical expertise and knowledge in specific area/s of nursing practice. • Fosters inquiry and critical thinking amongst colleagues to advance nursing practice and patient/client care. • Participates in peer review/feedback. • Pro-actively participates in own performance development and review. • Attends educational opportunities relevant to staff nurse role and scope of practice.

Key Responsibility Area	Expected Outcomes
Management of Nursing Care Includes accountability related to the patient/ client assessment and management of nursing care that is supported by nursing knowledge and evidenced based research	• Uses nursing knowledge and skills to assess, plan, implement and evaluate patients/ clients/ family / whānau health needs. • Provides direct nursing care for patient/clients to achieve best health outcomes. • Evaluates clinical outcomes and reports variance to clinical pathway, protocols or best practice guidelines. • Educates and provides information to patients/clients/family/Whānau to improve knowledge of disease/illness, self-management and prevention of complications and promotion of recovery. • Contributes to effective discharge planning and/or referral processes to health care providers and support agencies to meet identified health needs. • Accurately documents assessments of patients/clients health status, diagnosis and response to nursing and others interventions and treatments. • Applies diagnostic reasoning and professional judgement to nursing practice issues/ decisions. • Role models culturally safe nursing practice. • Fosters the provision of positive patient/client outcomes and person- centred care.
Interpersonal Relationships Includes accountability for interpersonal and therapeutic communication with clients/ patients and members of the health care team.	• Collaborates and communicates with multidisciplinary team to co-ordinate care to achieve best health outcomes. • Promotes effective teamwork and collaborative relationships within the multi-disciplinary team. • Fosters the implementation of organisational and nursing goals and values. • Promotes Te Whatu Ora Te Tai Tokerau as a centre of excellence for nursing practice.

Key Responsibility Area	Expected Outcomes
Inter-Professional Health Care and Quality Improvement Includes accountability for evaluating the effectiveness of care and promotion of a nursing perspective within the health care team	• Identifies situations of clinical risk and takes appropriate action to ensure a safe environment for patients/clients, family/whānau and staff. • Contributes to evidence based nursing practice in specialty area. • Demonstrates commitment to quality improvements, risk management and resource utilisation. • Provide input into clinical standards/protocols and policies and undertakes clinical audits as required. • Evaluates the effectiveness, efficiency and safety of clinical practice. • Participates in the implementation of nursing models of care appropriate to patient/client population needs. • Assists in the implementation of initiatives to address differential access to healthcare services for Māori. • Acts to identify and minimise organisational risk. • Contributes to and participates in policy development. • Participates in case review and debriefing activities as required.
Health & Safety	• Ensure compliance with designated responsibilities detailed in Te Whatu Ora Health and Safety Policy and annual objectives • Promote an environment of physical, occupational, cultural, ethical and legal safety • Participate in the organisation's Health and Safety Management training programme. • 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: • Practicing and observing safe work methods; • The use of safety equipment; • Reporting unsafe conditions or equipment; and • Reporting and documenting all accidents or incidents

Key Responsibility Area	Expected Outcomes
Privacy and Confidentiality	• Undertake all duties and responsibilities in accordance with the Privacy Act 2020, Health Information Privacy Code 2020, and Privacy Policies and Procedures of Te Whatu Ora • Complete mandatory induction training on Privacy responsibilities
Equity	• Commits to helping all of our residents achieve equitable health outcomes. • Demonstrates critical consciousness and on-going self-reflection and self- awareness in terms of the impact of their own culture on interactions and service delivery. • Supports the dismantling of policies, procedures and practices that cause inequity. • Supports Māori-led responses. • Supports Pacific-led responses.
Whānau-centric	• Supports improved service engagement with whānau. • Supports people and service user experience in the design, delivery and evaluation of services.
Resilient Services	• Demonstrates performance improvement and efficiency. • Supports the implementation of agreed continuous improvement initiatives.
Risk	• Actively participates in the Te Whatu Ora Te Tai Tokerau approach to risk management.
Digital Recordkeeping	• Supports digital tools that foster organisational effectiveness. • Creates accurate and appropriate records to support and evidence business activities and regularly files to ensure that corporate information is secure, unchanged and not removed until its compliant disposal date.

Matters which must be referred to the Charge Nurse/Manager

- Identified nursing safety and quality issues
- Identified clinical standards failure
- Any nursing and or professional issue that may affect the reputation of Te Whatu Ora Te Tai Tokerau

Authorities

Delegated financial authority N/A

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	Desirable
• Registration with Nursing Council of New Zealand (NCNZ) • A current Annual Practicing Certificate (APC) • A commitment to biculturalism • A commitment to achieving equitable outcomes for Māori • A personal commitment to on-going learning and development • Full NZ Driver's License	• Competent Professional Development and Recognition Programme (PDRP) or equivalent

Awareness and Understanding of

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

Critical Competencies
Teamwork • Collaborates with fellow team members and work groups to achieve specific objectives. • Seeks out opportunities to support others in achieving goals. • Actively contributes to and accepts consensus decisions. • Recognises and respects individual differences.

Bicultural Approach

- Understands the significance of, and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way.
- Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve outcomes for Māori.

Self-Management

- Sets high personal standards and strives to achieve goals.
- Is proactive and displays initiative.
- Is resilient to change.
- Understands and acknowledges personal and professional limitations.
- Is aware of professional boundaries and code of conduct.
- Ability to work to deadlines to achieve outcomes.

Patient/Client/Population Focused

- Develops positive relationships with the patients/clients, treating them respectfully and as a first priority.

Communication/Interpersonal Skills

- Empathises with others and considers their needs and feelings.
- Actively listens, drawing out information and checking understanding.
- Communicates information effectively and accurately, both orally and in writing. Adjusts
  style to the recipients and considers their frame of reference.

Professionalism

- Shows courtesy, respect caring for patients and their whānau/family in all aspects of nursing practice.
- Demonstrates compassion.
- Ability to work as a semi-autonomous practitioner

Innovation

- Contributes to group/area discussions that focus on reviewing current practice to optimise patient care.

Flexibility

- Ability to flex within the scope of Registered Nurse practice to meet the changing needs of patients and their whānau/family.
- Responds positively and collegially, to requests for help from other team members.

Planning, Evaluating and Monitoring

- Has the ability to plan, monitor and evaluate care using realistic timeframes and appropriate resources.
- Is proactive in escalating patient care concerns.

Variation of Duties

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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: _____