

POSITION DESCRIPTION

ENROLLED NURSE

ROLE PURPOSE:

- To provide a variety of general nursing duties under the supervision of a registered nurse
 - To assist with meeting the physical, spiritual, emotional, cultural and social needs of the residents at Cabanda Aged Care Inc.
 - To provide clinical leadership to the Assistants in Nursing
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The key responsibilities related to resident's are:

- To provide a safe, holistic and effective resident care based on contemporary nursing practice.
- To focus on the individual needs and rights of each resident whilst demonstrating empathy, dignity and respect.
- To be responsible for direct care delegated by a registered nurse.
- To undertake other assigned duties, including medication delivery in relation to resident care within Enrolled Nurse scope of practice

The key responsibilities related to documentation and clinical duties are to:

- Participate in care planning that is resident orientated with realistic outcomes.
- Assist in supervising the responsibilities, duties and activities of AIN's
- Document accurately, and write reports compliant with aged care documentation standards, ACFI and other professional requirements.
- Utilise resources effectively, efficiently and appropriately.
- Report concerns, issues and enquiries to the Registered Nurse.
- Use sound judgement in identifying situations requiring the assistance of a Registered Nurse.
- Participate in case conferences of residents with the health team and families

The key responsibilities related to teamwork are to:

- Liaise in a positive way with team members, families and other health professionals to ensure co-ordination of care for optimum resident outcomes.
- Comply with Cabanda Care's policies and procedures; information systems, relevant legislative, professional quality standards.
- Participate in Cabanda Care's Continuous Quality Improvement (CQI) activities.
- Undertake both annual mandatory and elective training as required.
- Demonstrate competency of practice.

The key responsibilities related to Occupational Health and Safety are to:

- Adhere to Cabanda's infection control policies and procedures.
- Comply with Workplace Health and Safety and Environmental practices.

- Report incidents, accidents and hazards to the appropriate person, and complete an incident form in a timely manner. Rectifying minor hazards that can be safely controlled immediately.

Qualifications and Experience

Essential:

- Current Enrolled Nurse registration with APHRA.
- Current First Aid and CPR certificate
- Current Police Certificate
- Experience in Aged Care or Community Care

Desirable:

- Current drivers licence
- Qualifications and/or experience in Dementia Care
- Understanding of AICI documentation

I acknowledge receipt of this Job Description and accept and understand the roles and duties of the position.

Name: _____

Signed: _____

Date: ____/____/____

KEY SELECTION CRITERIA

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| KSC 1 | Demonstrated knowledge and experience in the provision of residential aged care services |
| KSC 2 | Demonstrated capacity to contribute as a committed team member |
| KSC 3 | Demonstrated importance of accurate documentation |
| KSC 4 | Demonstrated commitment to maintaining the lifestyle, wellbeing and safety of older people living in residential care |
| KSC 5 | Demonstrated excellence in communication and interpersonal skills |
| KSC 6 | Demonstrated ability to write reports according to aged care documentation standards |