



Position Description Registered Nurse (RN)

Location	Bukki Road & Workshop Road clinics, Yarrabah Community & surrounds
Employment status	Permanent (full-time or part-time) or Casual
Reports to	Clinical Services Manager (CSM)
Responsible for	No direct reports
Date of Approval	May 2023

About Gurriny Yealamucka Health Services Aboriginal Corporation

Gurriny Yealamucka Health Services Aboriginal Corporation (GYHSAC) is a charitable, not for profit, community-controlled Indigenous health provider to over 4000 residents of Yarrabah: Australia's largest discrete First Nations community.

GYHSAC provides culturally sensitive primary health care services in accordance with the Yarrabah Health Strategic Plan and is a member of both the National Aboriginal Community Controlled Health Organisation (NACCHO) alliance and Queensland Aboriginal and Islander Health Council (QAIHC).

Vision Gurriny will be a holistic centre of excellence supporting a strong and healthy community.

Mission Gurriny will be influential innovators delivering quality holistic health outcomes.

Values

<i>Quality of Service</i>	Valuing the responsibility of providing a quality holistic health service & will maintain a high standard of care across all levels of the organisation
<i>Leadership & Innovation</i>	Strong Leadership ensuring the delivery of innovative holistic health solutions
<i>Commitment</i>	Strives to provide commitment to all levels of the organisation's business & in its capacity to support the Yarrabah Community
<i>Accountability</i>	Enacting the principles of governance, self-determination & sovereignty guided by the Yarrabah Community & its stakeholders
<i>Teamwork & Partnerships</i>	As an essential component of successful service delivery & advocates for equitable productive partnerships

Diversity Statement

As an Aboriginal Community Controlled Organisation (ACCHO), GYHSAC recognises and celebrates the diversity of our community, including in cultural backgrounds, languages, beliefs, and experiences. We acknowledge employees who come from different Aboriginal and Torres Strait Islander communities and non-Indigenous employees including those from linguistically diverse backgrounds, and we strive to create a welcoming and inclusive workplace for all.

About the Position

The position is responsible for the delivery of patient care and services that are aligned to the ACCHO model of comprehensive primary health care, to a standard that achieves prevention, early detection and best-practice management of health conditions within the Community. Care coordination including community outreach services, pre-clinic screening and triage, patient caseload management, referrals, handovers, recalls, and case conferences, are key responsibilities within the scope of this position.

Key responsibilities

This position reports to the CSM for supervision, workload management and Performance Planning and Review (PPR). In cooperation with (and under the direction of) the CSM, the RN will:

Clinical

- a. Provide clinical nursing care and services, including in relation to triage and screening, health assessments, therapeutic care and treatment, and diagnostic management
- b. Undertake wide-ranging clinical duties (including for example, adult health checks, immunisation, blood collection, and wound dressings) within the parameters of the clinical governance framework
- c. Participate in the planning and implementation of culturally responsive care, based on assessed patient needs
- d. Collaborate with members of the Clinical Services Team, Medical Officers, and other community health services providers, to support optimal patient outcomes

General administration

- e. Initiate GP Management Plans and Team Care Arrangements including reviews, performing history, examination and monitoring procedures, and collation of information necessary for GP management
- f. Coordination of referrals, handovers, recalls, and case conferences in a timely manner and ensuring efficient use, accuracy and integrity of medical information and data
- g. Contribute to the achievement of National Key Performance Indicators (nKPI) for Aboriginal and Torres Strait Islander primary health care
- h. Follow guidelines necessary to optimise Medicare services activity, claims and compliance

Quality & risk

- i. Advise the CSM of matters relating to clinical quality risk and report clinical incidents and adverse events via the quality management system (LogiqcQMS), in accordance with organisational policy
- j. Participate in team activity necessary for the continuous improvement of nursing care and services to standards that comply with:
 - i. AS/NZS ISO 9001:2016 Quality management systems; and
 - ii. RACGP Standards for general practice, &
 - iii. The Human Services Quality Framework (HSQF)
- k. Ensure identified safety, quality and risk management related tasks are completed within required timeframes

Performance

- l. Support the capability of nursing and care teams through the application of contemporary, collaborative, and culturally responsive coaching practices
- m. Engage in performance development processes to plan the most effective way to achieve agreed objectives, review performance, identify career goals and develop plans to meet these needs

Community engagement

- n. Engage authentically with the community, and participate in interagency collaboration to optimise client health outcomes
- o. Develop and maintain relationships with relevant stakeholders to ensure organisational representation in the Community's health leadership

The Registered Nurse may be required to carry out such other duties as are within the limits of their skill, competence, and training, consistent with relevant Award classification definitions and as reasonably directed.

Cultural Safety

The position is required to commit to the ongoing development of Cultural Capacity with the goal of gaining a thorough understanding of the principles of Cultural Safety by actively engaging in all opportunities provided within the Service and as appropriate, the broader community.

Work, Health & Safety (WHS)

Take all reasonable steps to protect personal workplace safety and avoid adversely affecting the health or safety of any other person at the workplace in accordance with the requirements of the Work Health and Safety Act (2011).

In support of GYHSAC policy, this position has as a minimum, the following WHS responsibilities:

- Follow prescribed Safe Work Method Statements (SWMS)
- Take reasonable care for the health and safety of self and others
- Seek guidance for all new or modified work procedures
- Ensure that any hazardous conditions, near misses and, or injuries are reported and any potential for further incident/ risk is mitigated
- Participate in meetings, training and other health and safety activities as reasonably directed
- Wear personal protective clothing or equipment as directed
- Use equipment and materials in compliance with relevant guidelines or instructions, without wilful interference or misuse

Selection Criteria

Essential

1. Understanding of and commitment to the principles of Aboriginal community control, cultural identity, practices and beliefs
2. Demonstrated understanding of the health, social and emotional wellbeing needs of Aboriginal and Torres Strait Islander peoples
3. Clinical knowledge and expertise in delivering nursing care and services within a primary health care setting
4. Interpersonal, negotiation, and communication skills capable of influencing outcomes, including the ability to communicate effectively within an Indigenous community setting
5. AHPRA registration and a commitment to complying with the Australian Nursing and Midwifery Competencies, Code of Ethics and Code of Conduct for Nurses in Australia
6. Agreement with and commitment to observing and upholding organisational mission, vision, and values and their application to this position

Desirable

7. Experience working within an Aboriginal community controlled primary health care setting
8. Awareness of accreditation, regulatory and legislative obligations and requirements relevant to the Aboriginal Community Controlled Health Organisation (ACCHO) setting

Practical requirements

1. Immunisation certificate appropriate to employment within a Queensland ACCHO setting
2. Queensland Drivers Licence
3. Ability to maintain a current CPR certificate

Acknowledgement by Employee

I have read the Registered Nurse Position Description and understand the position requirements and standard of performance expected.

Registered Nurse

Signature: Date:

Chief Executive Officer

Signature: Date: