Position Description		
Employment Agreement:	DHB's/NZNO Nursing and Midwifery Multi-Employer Collective Agreement OR New Zealand (except Auckland Region) DHB's/PSA Mental Health & Public	
Position Title:	Health Nursing Multi-Employer Collective Agreement Registered Nurse. Forensic Intellectual Disability Service. Community Liaison Team. Care Manager – Intellectual Disability Compulsory Care and	
Location:	Rehabilitation Act 2003. Dunedin	
Reports to:	Charge Nurse Manager	
DHB Delegation Level:	N/A	
Number of direct reports:	N/A	
Date:	November 2023	

Our Vision

Better Health, Better Lives, Whānau Ora

We work in partnership with people and communities to achieve their optimum health and wellbeing

We seek excellence through a culture of learning, enquiry, service and caring

Our Shared Values and Behaviours			
Kind Manaakitanga	Open Pono	Positive Whaiwhakaaro	Community Whanaungatanga
<i>Looking after our people:</i> We respect and support each other. Our hospitality and kindness foster better care.	Being sincere: We listen, hear and communicate openly and honestly. We treat people how they would like to be treated.	<i>Best action:</i> We are thoughtful, bring a positive attitude and are always looking to do things better.	<i>As family:</i> We are genuine, nurture and maintain relationships to promote and build on all the strengths in our community.
Our statutory purpose			
To improve, promote and protect the health of our population			
Promote the	Promote the integration of health services across primary and secondary care services		
Seek the optimu	Seek the optimum arrangement for the most effective and efficient delivery of health services		
Promote effective of	are or support for those in nee	ed of personal health or disabil	ity support services
Promote the inclus	ion and participation in society	and the independence of peo	ple with disabilities
Reduce health dis	Reduce health disparities by improving health outcomes for Māori and other population groups		
Foster community participation in health improvement and in planning for the provision of and			
changes to the provision of services			
Uphold the ethical and quality standards expected of use and to exhibit a sense of social and			
environmental responsibility			

Employer's initials: _____

PURPOSE OF ROLE

The Forensic Intellectual Disability Service IDS provides care and rehabilitation for consumers under the Intellectual Disability (Compulsory Care and Rehabilitation) Act 2003. (IDCC&R Act). The Community Liaison Team (CLT) provides assessment, therapeutic interventions, clinical advice and recommendations for IDCC&R Act 2003 Care Recipients and NGO providers. The CLT supports care recipients transitioning from hospital level secure care to community providers contracted under the High and Complex Funding Framework.

Statutory role Care Manager IDCC&R Act 2003. The role of Care Manager is to fulfil the functions and duties as set out in section 141 of the IDCC&R Act, including work with the Care Recipient to develop a Care & Rehabilitation Plan that reflects the support needs of the Care Recipient.

The registered nurse will have expert knowledge and judgment to assess health needs, provide care and to advise and support people to manage their health and rehabilitation.

They practise independently and in collaboration with other health professionals, perform general nursing functions, delegate to and direct enrolled nurses and healthcare assistants and others. They provide comprehensive assessments to develop, implement and evaluate an integrated plan of health care, and provide interventions that require substantial scientific and professional knowledge, skills and clinical decision making. They do this in a range of settings in partnership with individuals, families, whanau and communities.

Registered nurses may practise in a variety of clinical contexts depending on their educational preparation and practice experience.

They may also use this expertise to manage, teach, evaluate and research nursing practice.

Registered nurses are accountable for ensuring that all the health services they provide are consistent with their education and assessed competence, meet legislative requirements and are supported by appropriate standards.

Some registered nurses will have conditions on their scope of practice, if their qualifications or experience limit them to a specific area of practice.

http://nursingcouncil.org.nz/Nurses/Scopes-of-practice/Registered-nurse

Competencies

The following competencies apply to this position. The employee will be assessed against these as part of their annual performance and development review.

Organisational Co	Organisational Competencies		
Customer Focus	Is dedicated to meeting the expectations and requirements of internal and external customers; gets firsthand customer information and uses it for improvements in products and services; acts with customers in mind; establishes and maintains effective relationships with customers and gains their trust and respect		
Integrity and Trust	Is widely trusted; is seen as a direct, truthful individual; can present the unvarnished truth in an appropriate and helpful manner; keeps confidences; admits mistakes; doesn't misrepresent him/herself for personal gain.		
Drive For Results	Can be counted on to exceed goals successfully; Is constantly and consistently one of the top performers; very bottom line oriented; steadfastly pushes self and others for results.		
Role Specific Competencies			
Priority Setting	Spends his/her time and the time of others on what's important; quickly zeros in on the critical few and puts the trivial many aside; can quickly sense what will help or hinder accomplishing a goal; eliminates roadblocks, creates focus.		
Managing and Measuring Work	Clearly assigns responsibility for tasks and decisions; sets clear objectives and measures; monitors process, progress, and results; designs feedback loops into work.		
Interpersonal Savvy	Relates well to all kinds of people - up, down, and sideways, inside and outside the organization; builds appropriate rapport; builds constructive and effective relationships; uses diplomacy and tact; can defuse even high-tension situations comfortably.		

Te Whatu Ora - Health New Zealand - Southern Position description for: Authorised by:

Employer's initials:

KEY RELATIONSHIPS

Within Te Whatu Ora - Health New Zealand - Southern	External to Te Whatu Ora - Health New Zealand - Southern	
Chief Nursing and Midwifery Officer	Patients, Families and Whanau	
 Directors of Nursing 	Nursing Council/Midwifery Council	
Associate Directors of Nursing	Unions	
Directorate Leadership Team	• Other Te Whatu Ora – Health New Zealand regions	
Clinical Nurse Co-ordinators	HWNZ	
Nursing Staff	NZNO and other relevant professional colleges of nursing and midwifery	
Medical Staff	Community Members	
Allied Health Staff	Educational Institutions	
Administration Staff	• PHO	
 Te Whatu Ora - Health New Zealand - Southern wide staff 	• GP's	
 Duty Manager(s) 	NGO's and Aged Care Sector	

PERSON SPECIFICATION

The expertise required for a person to be fully competent in the role. Position specific competencies:

	ESSENTIAL	DESIRABLE
Education and Qualifications (or equivalent level of learning)	 Registration as a Registered Nurse with the Nursing Council of New Zealand. Hold a current Nursing Council of New Zealand Annual Practising Certificate. 	 Competent Professional Development and Recognition Programme (PDRP) profile/portfolio or equivalent.
Experience	 One years' post graduate (Nurse Entry to Practice or equivalent) experience, or be undertaking this currently. Please refer to area specific person specification if applicable. 	 Experience in an equivalent clinical setting to which you are being employed into.
Knowledge and Skills	 Advanced communication techniques such as conflict resolution, diffusion and mediation skills. Demonstrate professional accountability within scope of practice. 	
Personal Qualities	 Be a critical consumer of research and embrace evidenced based practice when carrying out any task/function. Have a commitment to ongoing development of nursing skills and in-service education. Have the ability to work as part of a team. Have ability to 'work together' in a collaborative manner. Have ability to 'work smarter' by being innovative and proactive. Accept responsibility for actions. 	

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• Be prepared to undertake other duties as reasonably requested by Director of Nursing.

KEY RESULT AREAS:

Key Accountabilities:	Example of successful delivery of duties and responsibilities

Professional Responsibility

Able to demonstrate knowledge, judgement and accountability in relation to: professional, legal and ethical responsibilities and cultural safety. Promotes and environment that maximises patient's safety, independence and quality of life and health.

Accepts responsibility for ensuring that his/her nursing practice and conduct meet the standards of the professional, ethical and relevant legislated requirements. Demonstrates the ability to apply the principles of the Treaty of Waitangi Te Tiriti o Waitangi to nursing practice.

Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by enrolled nurses and others.

Promotes an environment that enables health consumer safety, independence, quality of life, and health. Practises nursing in a manner that the health consumer determines as being culturally safe.

Reads and adheres to Te Whatu Ora - Health New Zealand - Southern vision, values, policies and procedures.

Represents the organisation and the nursing profession in a committed manner, projecting a professional image of nursing.

- Practises nursing in accord with relevant legislation/codes/policies and upholds health consumers rights derived from that legislation.
- Accepts responsibility for actions and decision making within scope of practice.
- Identifies breaches of law that occur in practice and reports them to the appropriate person(s).
- Demonstrates knowledge of, and accesses, policies and procedural guidelines that have implications for practice.
- Uses professional standards of practice.
- Understands the Treaty of Waitangi/Te Tiriti o Waitangi and its relevance to the health of Maori in Aotearoa/New Zealand.
- Demonstrates knowledge of differing health and socio-economic status of Maori and non-Maori.
- Applies the Treaty of Waitangi/Te Tiriti o Waitangi to nursing practice.
- Understands accountability for directing, monitoring and evaluating nursing care provided by enrolled nurses and others.
- Seeks advice from a senior registered nurse if unsure about the role and competence of enrolled nurses and others when delegating work.
- Takes into consideration the role and competence of staff when delegating work.
- Makes appropriate decisions when assigning care, delegating activities and providing direction for enrolled nurses and others.
- Identifies and reports situations that affect health consumers or staff members' health or safety.
- Accesses, maintains and uses emergency equipment and supplies.
- Maintains infection control principles.
- Recognises and manages risks to provide care that best meets the needs and interests of health consumers and the public.
- Applies the principles of cultural safety in own nursing practice.

•	Recognises the impact of the culture of nursing on health consumer's care and endeavours to protect the health consumer's wellbeing within this culture.
•	Practises in a way that respects each health consumer's identity and right to hold personal beliefs, values and goals.
•	Assists the health consumer to gain appropriate support and representation from those who understand the health consumer's culture, needs and preferences.
•	Consults with members of cultural and other groups as requested and approved by the health consumers.
•	Reflects on his/her own practice and values that impact on nursing care in relation to the health consumer's age, ethnicity, culture, beliefs, gender, sexual orientation and/or disability.

• Avoids imposing prejudice on others and provides advocacy when prejudice is apparent.

Management of Nursing Care

Able to assess and manage health consumer care, is responsive to the consumers' needs, supported by nursing knowledge and evidence based research.

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Provides planned nursing care to achieve identified outcomes.	 Contributes to care planning, involving health consumers and demonstrating an understanding of health consumers' rights, to make informed decisions.
Undertakes a comprehensive and accurate nursing assessment of health consumers in a variety of settings.	• Demonstrates understanding of the processes and environments that support recovery.
Ensures documentation is accurate and maintains confidentiality of information.	Identifies examples of the use of evidence in planned nursing care.
Ensures the health consumer has adequate explanation of	 Undertakes practice procedures and skills in a competent and safe way.
the effects, consequences and alternatives of proposed treatment options.	 Administers interventions, treatments and medications, (for example: intravenous therapy,
Acts appropriately to protect oneself and others when faced with unexpected health consumer responses, confrontation, personal threat or other crisis situations.	calming and restraint), within legislation, codes and scope of practice; and according to authorised prescription, established policy and guidelines.
Evaluates health consumer's progress toward expected	 Undertakes assessment in an organised and systematic way.
outcomes in partnership with health consumers.	• Uses suitable assessment tools and methods to assist the collection of data.
Provides health education appropriate to the needs of the health consumer within a nursing framework.	• Applies relevant research to underpin nursing assessment.
Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care. Maintains professional development.	• Maintains clear, concise, timely, accurate and current health consumer records within a legal and ethical framework.
	• Demonstrates literacy and computer skills necessary to record, enter, store, retrieve and organise data essential for care delivery.
	 Provides appropriate information to health consumers to protect their rights and to allow informed decisions.
	• Assesses the readiness of the health consumers to participate in health education.

- Makes appropriate professional judgement regarding the extent to which the health consumer is capable of participating in decisions related to his/her care.
- Discusses ethical issues related to health care/nursing practice, (for example: informed consent, privacy, refusal of treatment and rights of formal and informal health consumers).
- Facilitates the health consumer's access to appropriate therapies or interventions and respects the health consumer's right to choose amongst alternatives.
- Seeks clarification from relevant members of the health care team regarding the individual's request to change and/or refuse care.
- Takes the health consumer's preferences into consideration when providing care.
- Understands emergency procedures and plans and lines of communication to maximise effectiveness in a crisis situation.
- Takes action in situations that compromise health consumer safety and wellbeing.
- Implements nursing responses, procedures and protocols for managing threats to safety within the practice environment.
- Identifies criteria for evaluation of expected outcomes of care.
- Evaluates the effectiveness of the health consumer's response to prescribed treatments, interventions and health education in collaboration with the health consumer and other health care team members.
 (Beginning registered nurses would seek guidance and advice from experienced registered nurses).
- Reflects on health consumer feedback on the evaluation of nursing care and health service delivery.
- Checks health consumers' level of understanding of health care when answering their questions and providing information.
- Uses informal and formal methods of teaching that are appropriate to the health consumer's or group's abilities.
- Participates in health education, and ensures that the health consumer understands relevant information related to their health care.
- Educates health consumer to maintain and promote health.
- Identifies one's own level of competence and seeks assistance and knowledge as necessary.
- Determines the level of care required by individual health consumers.
- Accesses advice, assistance, debriefing and direction as necessary.
- Contributes to the support, direction and teaching of colleagues to enhance professional development.

Te Whatu Ora

 Updates knowledge related to administration of interventions, treatments, medications and best practice guidelines within area of practice.

• Takes responsibility for one's own professional development and for sharing knowledge with others.

Interpersonal Relationships

To demonstrate effective interpersonal and therapeutic communication with health consumers, other nursing staff and inter-professional communication and documentation.

Establishes, maintains and concludes therapeutic interpersonal relationships with health consumers. Practises nursing in a negotiated partnership with the health consumer and family/whanau where and when possible.

Communicates effectively with health consumers and family/whanau and members of the health care team.

Maintains privacy and confidentiality in accordance with HIP Code, Te Whatu Ora - Health New Zealand - Southern policies and procedures etc.

Behaves respectfully and with tolerance towards patients, colleagues and members of the wider healthcare team.

- Initiates, maintains and concludes therapeutic interpersonal interactions with health consumers.
- Incorporates therapeutic use of self and psychotherapeutic communication skills as the basis for nursing care for health consumers with mental health needs.
- Utilises effective interviewing and counselling skills in interactions with health consumers.
- Demonstrates respect, empathy and interest in health consumer.
- Establishes rapport and trust with the health consumers.
- Undertakes nursing care that ensures health consumers receive and understand relevant and current information concerning their health care that contributes to informed choice.
- Implements nursing care in a manner that facilitates the independence, self-esteem and safety of the health consumer and an understanding of therapeutic and partnership principles.
- Recognises and supports the personal resourcefulness of people with mental and/or physical illness.
- Acknowledges family/whanau perspectives and supports their participation in services.
- Uses a variety of effective communication techniques.
- Employs appropriate language to context.
- Provides adequate time for discussion.
- Endeavours to establish alternative communication methods when health consumers are unable to verbalise.
- Accesses an interpreter when appropriate.
- Discussions concerning health consumers are restricted to settings, learning situations and or relevant members of the health care team.

Inter-professional healthcare and quality improvement

To participate in inter-professional health care and quality improvement, evaluate the effectiveness of care and promote a nursing perspective within the inter-professional activities of the team.		
Collaborates and participates with colleagues and members of the health care team to facilitate and co- ordinate care.	• Promotes a nursing perspective and contribution within the inter-professional activities of the health care team.	
Recognises and values the roles and skills of all members of the health care team in the delivery of care.	• Provides guidance and support to those entering as students, beginning practitioners and those who are transferring into a new clinical area.	

 and improve standards of nursing. Initiates referrals to other members of the health care team in a timely manner. When required, assists in formulating and reviewing nursing standards, procedures and guidelines. Develops a discharge plan and follow up care in consultation with the health consumer and other members of the health care team. Makes appropriate formal referrals to other health care team members and other health consumer and other members of the health consumer and other members for the health consumer and other members of the health consumer and other members and ther health consumer and other members of the health consumer and otherene co-ordinati		1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1
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	Develops logical and complete plans to resolve issues. Manages own time adopting a disciplined approach to establishing and following priorities of work.	
Engages in appraisal.	Exhibits self-confidence.	
	Engages in appraisal.	

Other Duties	
Undertaking duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience.	 You respond positively to requests for assistance in own and other areas, demonstrating adaptability and willingness.
Act as a role model for the Te Whatu Ora - Health New Zealand - Southern Organisational Values.	 You produce work that complies with Te Whatu Ora - Health New Zealand - Southern processes and reflects best practice.
	• Research undertaken is robust and well considered.
	• Live and support the Te Whatu Ora - Health New Zealand - Southern values in everything you do.
Professional Development – self	
Identifying areas for personal and professional development.	• Training and development goals are identified/agreed with your manager.
	 Performance objectives reviewed annually with your manager.
	 You actively seek feedback and accept constructive criticism.
Health, Safety and Wellbeing	
Taking all practicable steps to ensure personal safety and the safety of others while at work, in accordance with the Te Whatu Ora - Health New Zealand - Southern's Health,	 You understand and consistently meet your obligations under Te Whatu Ora - Health New Zealand - Southern's Health and Safety policy/procedures.
Safety and Wellbeing policies, procedures and systems.	 You actively encourage and challenge your peers to work in a safe manner.
	• Effort is made to strive for best practice in Health and Safety at all times.
Treaty of Waitangi	
The principles of Te Tiriti o Waitangi, as articulated by the courts and the Waitangi Tribunal will guide the Te Whatu Ora - Health New Zealand - Southern response to Māori health improvement and equity. These contemporary principles include:	 You will be able to demonstrate an understanding of Te Tiriti o Waitangi, Māori Indigenous rights and current issues in relation to health and health equity ie: Whakamaua: Māori Health Action Plan 2020-2025. You will contribute to responding to the Te Whatu Ora
• <i>Tino rangatiratanga</i> : Providing for Māori self- determination and mana motuhake in the design, delivery and monitoring of health and disability services.	 Health New Zealand - Southerns Te Tiriti o Waitangi commitment to deliver effective and equitable healthcare with Māori patients and their whānau.
• <i>Equity:</i> Being committed to achieving equitable health outcomes for Māori.	 You will have the ability to incorporate Māori models of health, patient and whānau-centred models of care, and mātauranga Māori.
• Active protection: Acting to the fullest extent practicable to achieve equitable health outcomes for Māori. This includes ensuring that the Crown, its agents and its Treaty partner under Te Tiriti are well informed on the extent, and nature, of both Māori health outcomes and efforts to achieve Māori health equity.	 You will have insights into your own cultural awareness and an understanding of how your social-cultural influences inform biases that impact on your interactions with patients, whānau, and colleagues. Recognising that there is an inherent power imbalance
• Options: Providing for and properly resourcing kaupapa Māori health and disability services. Furthermore, the Crown is obliged to ensure that all health and disability services are provided in a culturally appropriate way that recognises and supports the expression of hauora Māori models of care.	in-patient relationship and ensuring that this is not exacerbated by overlaying your own cultural values and practices on patients.

 Partnership: Working in partnership with Māori in the governance, design, delivery and monitoring of health and disability services – Māori must be co-designers, with the Crown, of the primary health system for Māori.

Note: the above example measures are provided as a guide only. The precise performance measures for this position will require further discussion between the job holder and manager.

CHANGES TO POSITION DESCRIPTION

From time to time it may be necessary to consider changes to the position description in response to the changing nature of our work environment – including technological requirements or statutory changes. This Position Description may be reviewed as part of the preparation for your annual performance and development review.

Acknowledged / Accepted:

Employee	Date
Manager	Date



Piki Te Ora

PERSON SPECIFICATION - Registered Nurse

Mental Health, Addictions & Intellectual Disability

Mental Health Nursing is a specialised branch of nursing practice that builds on the competencies expected of all nurses who practice in Aotearoa, New Zealand. It is a specialised expression of nursing which focuses on collaborative partnerships and meeting the needs of people with mental health issues, family/whānau and communities. It is an interpersonal process that embodies the concepts of caring and therapeutic relationship within a cultural context. Mental health nursing is holistic and considers the needs and strengths of the individual, family, group and community.

The Mental Health Nurse is a registered nurse who is a graduate of a nursing education programme with a specialisation in mental health nursing and is registered by the Nursing Council of New Zealand to practise in the specialty of mental health. This includes nurses who have completed a hospital based specialist undergraduate programme, or a tertiary education undergraduate programme followed by a postgraduate programme in the specialty of mental health nursing.

The Mental Health Nurse provides comprehensive care which includes health education, health promotion and illness prevention, assessment, diagnosis, intervention, treatment and evaluation in a variety of settings along the continuum of care and across the lifecycle. Within the context of mental health care, the Mental Health Nurse addresses a person's physical health care needs and ensures through direct care provision or referral, consultation and co-ordination of care processes, that care is individualised and integrated in the context of the person's social and cultural context. Mental Health Nurses recognise the need for flexibility, adaptability, responsiveness and sensitivity as they shape their practice to the changing needs of people, family/whānau and communities. *Te Ao Maramatanga: The New Zealand College of Mental Health Nurses, 2012.*

The Registered Nurse practicing in Mental Health will meet the competency requirements of NCNZ and the Te Ao Maramatanga NZ College of Mental Health Nursing Inc Standards of Practice for Mental Health Nursing in New Zealand 2012 both of which underpin the development of this job description.

Focus

The focus of the nursing role is responding to the health needs of individuals, families and communities. The registered nurse is responsible for assessment, planning, implementation and evaluation of consumer care.

Specific Skills

- Initiating, maintaining and terminating therapeutic relationships
- Comprehensive training in psychiatric illness and a broad knowledge of physical health disorders
- Comprehensive assessment skills
- Ability to manage clinical risk
- A broad based pharmacological knowledge
- Knowledge, skills and training of crisis intervention strategies
- Knowledge and understanding of the medico-legal and ethical aspects of mental health care
- Knowledge of human development across the life span
- An ability to work as a primary nurse/case manager
- Coordinating the processes of care with the consumer and others involved in providing care
- Effective communication strategies with consumers, families, communities, and within the multi-disciplinary team

• Ability to document to professional and legal standards

Specific Assessments

- Comprehensive assessment may include but not be limited to the following assessments physical, mental, spiritual, educational cultural, and emotional health, and safety/risk factors at an individual, family and community level
- Monitoring of medication effects, side effects and barrier to people taking medication

Specific Interventions

- Initiating, maintaining and terminating therapeutic relationships
- A range of psychosocial interventions to assist the consumer towards Recovery
- Administering and monitoring medication
- Crisis and rehabilitative interventions
- Linking consumers with systems that provide resources and services within other health services or the community in line with discharge planning

- Education around personal health, mental and physical illness, health promotion and maintenance, healthy lifestyles and medication
- Managing complex and rapidly changing situations within an individual or an environment
- Broad range of interventions using the principles of the following (may include but not be limited to), cognitive and behavioural therapies, family work, solution focused and crisis intervention therapies

Specific Responsibilities

- Initiating, maintaining and terminating therapeutic relationships
- Assessment, planning, implementing, coordinating and evaluating nursing care
- Developing and maintaining a therapeutic environment
- Multi-disciplinary team member
- Consultation/liaison on nursing issues
- Medication administration and associated administrative and monitoring tasks
- Participating in clinical supervision process
- Supervision and support of nursing students
- Maintaining clinical competence in the delivery of nursing care
- Developing and maintaining effective interagency networks
- Education in relation to mental illness and the nursing role