

# Position Description

Position Title	Registered Nurse
Position Number	30010694
Division	Clinical Operations
Department	Early Parenting Centre
Enterprise Agreement	Nurses And Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Classification Description	Registered Nurse (Grade 2)
Classification Code	YP3 - YP9
Reports to	Associate Nurse Unit Manager
Management Level	Non Management
Staff Capability Statement	Please click here for a link to <a href="#">staff capabilities statement</a>

## Bendigo Health

With more than 4,500 staff and volunteers and covering an area a quarter of the size of Victoria, Bendigo Health, is an expanding regional health service offering the advantages of city life combined with the beauty and freedom that comes from living in a regional area.

Bendigo Health is a 700 bed service that treats more than 45,000 inpatients, triages more than 65,000 emergency attendees and welcomes more than 1,600 new born babies in a year. In addition more than 15,000 operations are performed in our operating theatres and more than 100,000 occasions of services are provided in our clinics to outpatients.

The organisation provides services in emergency, maternity, women's health, medical imaging, pathology, rehabilitation, community services, residential aged care, psychiatric care, community dental, hospice/palliative care, cardiology, cancer services and renal dialysis to the people of the Loddon Mallee region.

With our main campus based in Bendigo, our services extend throughout the Loddon Mallee with sites in areas such as Mildura, Echuca, Swan Hill, Kyneton and Castlemaine.

Demand on services is increasing rapidly with Bendigo being one of Victoria's fastest growing regional cities.

## Our Vision

Excellent Care. Every Person. Every Time.

## Our Values

CARING – We care for our community

PASSIONATE – We are passionate about doing our best

TRUSTWORTHY - We are open, honest and respectful

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

## The Clinical Operations Division

The Clinical Operations Division encompasses acute, allied health, cancer and mental health services. We provide a wide range of general medical, surgical and specialty services including but not limited to; Oncology, Cardiology, Renal, Emergency, Women's and Children's, Critical Care, Specialist Clinics, Cancer Clinics and Mental Health Services. Our Allied Health teams provide a diverse range of programs and person centred care in inpatient, outpatient, community, home and residential care settings.

## Women and Children Team

The team provide inpatient and outpatient care to women and children from across the Loddon Mallee region. This service comprises our Women's Health Clinics, Women's Ward and Birthing Suite, Special Care Nursery, Children's Ward and the Wayipunga Bendigo Early Parenting Centre. We offer a number of antenatal, intrapartum and postpartum care options including midwifery led antenatal care and obstetric care. Our service is supported by Lactation Consultants, Maternity Support Clinicians, Social Workers, Midwifery Home Care, Paediatric Homecare and an active education team. The staff work as a team with midwives, senior VMO's, staff specialists and junior medical staff in Obstetrics and Gynaecology. In paediatrics we are supported by VMO's and junior medical staff.

## The Wayipunga Bendigo Early Parenting Centre

The new EPC is a dedicated facility to support mothers, fathers, parents, carers, families and their children up to four years of age. EPCs deliver a suite of core services, through a nurse-led multidisciplinary care team. High quality and safe EPC service delivery is best achieved through a workforce built on a strong nursing leadership team, including Maternal and Child Health (MCH) Nurses, that provides leadership and clinical oversight and support for the multidisciplinary clinical team.

The combined health and community services model is a strength of EPC service delivery, with a multidisciplinary team-based approach enabling the different disciplines to provide the right support and care to each family and child visiting an EPC.

EPCs recognise the health and wellbeing of mothers, fathers, parents and carers and the broader family impacts the child's health, wellbeing and development. EPC services aim to enhance the parent-child relationship, and support mothers, fathers, parents, carers and families with strategies to achieve their parenting goals in areas like sleep and settling, parent attachment, child behaviour, and parent and child health and wellbeing. Parents and caregivers are provided with strategies to respond to the issue in real and extended time (e.g., supporting children to settle during the day or night). This is achieved through stepped up, more intensive support services, including a day stay program and residential program.

## The Position

Registered Nurses and Midwives within the EPC are responsible for the delivery of early parenting services in an efficient and effective manner and in accordance with statutory requirements. Registered Nurses and Midwives are key members of the EPC clinical team, providing frontline care to families to assist in the establishment and maintenance of healthy parent-child relationships. The role assists parents in learning

to care for their young children and themselves as parents. This includes the establishment and maintenance of feeding, sleeping, rest, play, safety and hygiene.

The Registered Nurse and Midwife establishes and maintains an effective supportive, safe and welcoming learning environment for children and their parents. In addition, they plan, organise, implement, guide and evaluate play and age appropriate learning experiences for young children, encouraging parents to participate.

In addition, they ensure effective and efficient utilisation of resources in the provision and delivery of high quality parenting service to families and deliver early parenting programs that meet staff, client and stakeholders' objectives. In collaboration with other members of the multidisciplinary team, the Registered Nurse/Midwife supports EPC operations through provision of high quality nursing services. Encouraging a flexible approach to EPC care, the Registered Nurse/Midwife may participate in all aspects of EPC program, including Day Stay, Residential Unit, Assessment and Intake and Telehealth/Web based services.

## Responsibilities and Accountabilities

### Key Responsibilities

- Provide high quality child-centred, family-focussed care and support to vulnerable families and their children up to 4 years who are referred to Bendigo EPC programs for support. This includes working from a relationships and Family Partnership Model approach and having an understanding of the inherent strengths and resilience of families.
- Conduct comprehensive assessments to meet the complex care needs of children and families experiencing vulnerability including goal setting, interventions and discharge planning.
- Contribute to and maintain high quality documentation. This includes comprehensive documentation from assessment and intake through to point of discharge and connection of families into community / alternative support services
- Work in collaboration and negotiate with key stakeholders (in particular families) to ensure complex care needs are effectively identified and translated into individual tailored care planning and interventions to address issues or concerns.
- Assist families within a multidisciplinary team to build the capacity of parents to meet the child's health, safety and developmental needs.
- Assist parents in learning to care for themselves as parents and their young children, including establishment and maintenance of feed, play, sleep and hygiene and limit setting of behaviour.
- Assist families from diverse backgrounds in a respectful and culturally sensitive manner, recognising different parenting practices and the need for a flexible and innovative approach to parenting support.
- Establish and maintain an effective supportive, safe flexible and welcoming learning environment for children and their parents.
- Contribute to a positive workplace and a culture of learning.

### Generic Responsibilities

**Code of Conduct** - The Victorian Government's Code of Conduct is binding on all Bendigo Health staff. Contravention of a provision in the code may constitute misconduct and/ or regarded as a breach of the employee's employment agreement and will be dealt with under the organisations Counselling and Disciplinary Action Policy.

**Compliance with policies and procedures** - All Bendigo Health's policies and procedures are set out in its clinical and managerial policy manuals located on the intranet under PROMPT and in hard copy. All staff must ensure they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breach in compliance may result in disciplinary action.

**Occupational Health and Safety** - Every staff member has the responsibility to take reasonable care of their own health and safety and the safety of others, to cooperate with Bendigo Health's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. Any breach in compliance may result in disciplinary action.

**Infection Control** - Every staff member has the responsibility to minimise incidents of infection/ cross infection of residents, staff, visitors and the general public. All staff must adhere to the policies and procedures as set out in Bendigo Health's infection control manuals. Any breach in compliance may result in disciplinary action.

**Confidentiality** - All information concerning Bendigo Health, its patients, clients, residents and staff should remain strictly confidential. Any unauthorised disclosure of such information may result in disciplinary action.

**Quality Improvement** - Bendigo Health is dedicated to improving the quality and safety of health services by providing care within the following domains of quality: Consumer Participation, Clinical Effectiveness, Effective Workforce and Risk Management. As a result, we apply the concept of the quality cycle for all our quality activities, initiatives and projects thereby ensuring the best possible care and treatment results are achieved. The underlying principle of the cycle is that an activity is not complete until evaluation shows that it has been effective and reached the desired outcome. As a Bendigo Health employee you have a responsibility to participate in and commit to ongoing quality improvement activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

**Diversity** – Each person has a right to high-quality health care and opportunities regardless of diversity factors, which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age and socio-economic status. Every staff member has a responsibility to recognise and respect diversity. Inclusiveness improves our service to our community and promotes engagement amongst staff.

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

## Key Selection Criteria

### Essential

1. Current registration as a Registered Nurse and/or Midwife with the Nursing and Midwifery Board of Australia through the regulatory body, Australian Health Practitioner Regulation Agency (AHPRA).
2. Recent clinical experience in paediatrics, midwifery and /or maternal and child health nursing or mental health.

3. An understanding and knowledge of child/ infant health.
4. Previous experience of working in partnership with families, including families experiencing multiple or complex issues
5. An understanding of, or ability to identify, the range of services available in the community sector to support families.
6. Experience working in a multidisciplinary team.
7. Well-developed verbal, written, interpersonal, communication and computer literacy skills and knowledge.

## Desirable

8. Previous experience working in an EPC or community based services to support early parenting
9. Post Graduate qualification in Paediatric Nursing / Mental Health Nursing / Community Nursing

## Additional Information

- EPC services close down for the period of Christmas/New Year and Easter and staff are encouraged to take annual leave at this time.
- This position may require day, evening and night duty hours.

## Mandatory Requirements

**National Police Record Check** A current and satisfactory National Police Record Check must be completed by all new staff prior to commencement at Bendigo Health.

**Immunisation** As a health provider dedicated to providing quality patient care, we all need to be aware of the critical importance of infection control. Each staff member has a responsibility to comply with Bendigo Health's Staff Immunisation Policy and various infection control policy and procedures. All staff are required to provide evidence of vaccinations prior to commencement at Bendigo Health

**Working with Children Check** Bendigo Health has a responsibility to provide a child safe environment. This position is a defined "child-related role" at Bendigo Health. As such you must maintain a valid working with children check. In addition you will be required to assist Bendigo Health in providing a child safe environment by participating in any training or reporting required to ensure the protection of children in our care.

**Registration with the Australian Health Practitioner Regulation Agency.** The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

**Drivers Licence** A current Victorian driver's licence is required for this position.

*All Bendigo Health sites, workplaces and vehicles are smoke free.*

*This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.*