

POSITION DESCRIPTION

Position Title	Registered Nurse Surgical Wards (New Graduates)
Date Reviewed:	August 2022
Business area:	Surgical Wards
FTE:	As per Conditions of Employment
Reports to:	Charge Nurse
Approved by:	Hospital Manager
Next Review Due:	August 2026

Position Objective

- To be professionally accountable for quality nursing management of patients.
- To facilitate the functioning of an environment conducive to patient and staff safety and well-being.
- To support the business objectives of the organisation.

Functional Relationships

Internal:	External:
<ul style="list-style-type: none">• Charge Nurses/Department Coordinator• Perioperative Services Manager• Booking Coordinator• Hospital Manager• Patient Care Manger• Nursing Coordinators• Nurse Educators• Infection Prevention and Control Coordinator• Other Nursing Staff• All other St George's staff	<ul style="list-style-type: none">• Clinicians• Allied Health Professionals• Patients and Support persons

Key Areas of Accountability

Area of Accountability	Expected Results
<p>Professional Practice To ensure a safe clinical environment for patients, staff and visitors</p>	<ul style="list-style-type: none"> • Provides nursing care in accordance with Nursing Council requirements and within the professional boundaries stipulated in the Nursing Council of New Zealand Code of Conduct. • Takes responsibility for developing and maintaining skills, knowledge and competencies as per hospital policies and procedures. • Prioritises clinical workload according to the patient's needs and clinician requirements. • Provides, facilitates, advocates and evaluates nursing care that is evidence-based and is responsive to patient needs. • Maintains clear and accurate records ensuring compliance with the documentation requirements of the organisation. • Ensures appropriate communication of patient health assessment information. • Demonstrates a comprehensive knowledge of Infection Control practices and complies with policy requirements. • Understands procedural guidelines for managing emergency events • Ensures safe and secure patient care and work environment. • Respects privacy, confidentiality of patients, staff and clinicians. • Ensures patients are aware of their rights and responsibilities. • Understands and ensures compliance with the requirements relating to medication administration, reconciliation, custody and storage. • Develops direction and delegation skills to supervise and assist the practice of Enrolled Nurse, Hospital Aides, and nursing students. • Uses Information Technology as required with relevant training (Microsoft Word, Microsoft Outlook and the relevant Patient Management Systems). • Promotes the profession of nursing and presents a positive professional image.
<p>Interpersonal Relationships/Teamwork To ensure effective teamwork and contribute to the achievement of St George's vision and strategic plan To communicate effectively with patients, colleagues, other health professionals and the public.</p>	<ul style="list-style-type: none"> • Demonstrates respect and integrity at all times. • Establishes a trusting relationship with colleagues, clinicians, patients and whanau. • Practises nursing in a negotiated partnership with the client where and when possible. • Interprets and adheres to lines of authority and uses proper channels of communication. • Accepts and effects constructive change and/or feedback. • Displays a good team spirit and adopts a positive approach to work. • Empathises with others. • Demonstrates the ability to work towards independently functioning at competent nurse level, with the capacity to work as part of a team. • Attends and participates in staff meetings as directed. • Ensure effective communication, in all circumstances, with the client, between all members of the multi-disciplinary team, other hospital departments, external agencies, relatives and visitors. • Creates opportunities to network internally and externally.
<p>Professional Development To maintain a high level of professional development</p>	<ul style="list-style-type: none"> • Completes all educational and professional requirements of the NetP programme including applicable HealthLearn courses, attending NetP study days and completing all associated assignment work. • Develops a professional portfolio and submits it for competent level on the PDRP at the end of the NetP year • Maintains own professional development and mandatory training.

Area of Accountability	Expected Results
	<ul style="list-style-type: none"> Identifies own learning requirements/deficits and develops goals in conjunction with charge nurse/department coordinator to progress to a competent registered nurse in the ward environment. Identifies teaching needs and provides accurate information and education to patients, relatives and/or significant others. Participates in own Performance Planning and review.
<p>Inter-professional Healthcare and Quality Improvement To maintain a high level of quality improvement</p>	<ul style="list-style-type: none"> Develops an interest in quality improvement activities to monitor and improve standards of nursing. Participates in other appropriate quality improvement activities as requested/required. Participates actively in the maintenance of the ACC Workplace Safety Management standards and Ministry of Health Certification process status. Documents and reports accidents and incidents accurately in accordance with Hospital policy. Participates in quality improvement programmes and audits, to monitor and improve standards of care, completing requested documentation and audit activities within specified timeframes. Supports continuous quality improvement.
<p>Organisational Culture To support a strong and positive image of St George's within the community and with key internal and external stakeholders</p>	<ul style="list-style-type: none"> Develops positive working relationships within the department and with departmental "Users". Understands and promotes the concept of internal and external customers (eg patients, colleagues and clinicians) and the need for a "customer focus". Assists in facilitating positive inter-departmental relationships. Maintains confidentiality in respect to St George's operations, business, employees, clients and patients. Models St George's values and adheres to St George's policies and procedures.
<p>Cultural understanding of the Te Tiriti o Waitangi To work within the Te Tiriti o Waitangi to improve service delivery to Māori and their whanau at George's Hospital</p>	<ul style="list-style-type: none"> Understands and has knowledge of the Te Tiriti o Waitangi and the implications for nursing and caring for Māori patients and their whanau Demonstrates an awareness of cultural differences and obligations relating to the Te Tiriti o Waitangi <p>Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve health outcomes for Māori</p>
<p>Cultural Safety To promote cultural awareness within St George's Hospital</p>	<ul style="list-style-type: none"> Practices in a way that respects each patient's identity and right to hold personal beliefs, values and goals Consults with members of cultural and other groups as requested and approved by the patient Recognised the impact of nursing care in relation to the clients age, ethnicity, culture, beliefs, gender, sexual orientation and/or disability
<p>Health & Safety To ensure a safe working environment</p>	<ul style="list-style-type: none"> Accepts personal responsibility regarding occupational safety and health requirements. Ensures compliance with hospital security requirements and is vigilant in all matters of security. Recognises safety hazards and initiates appropriate corrective actions. Attends fire and evacuation lectures and participates in drills as required
<p>Organisational effectiveness To contributes to the cost effectiveness and changing</p>	<ul style="list-style-type: none"> Sets appropriate priorities for workload. Monitors stock supplies and orders appropriately. Participates in the department's ongoing maintenance programme.

Area of Accountability	Expected Results
needs of the hospital business	<ul style="list-style-type: none"> • Looks for ways and means to actively and effectively promote cost effectiveness. • Participates in the development of patient pathways that support effective and timely care, and improve the patient experience • Accurately completes cost accounting documents as appropriate
Other Duties To undertake other duties as requested by the Patient Care Manager/ Hospital Manager from time to time	<ul style="list-style-type: none"> • Performs such duties in a timely, accurate manner and in accordance with St George's Hospital policies and procedures.

Qualifications, Experience and Personal Qualities

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Registered Nurse • Holds a current practicing certificate 	
Personal Attributes	<ul style="list-style-type: none"> • Shows respect for people • Uses initiative • Is proactive and innovative • Is an effective communicator • Is caring and friendly 	

Agreed by:

Signed: _____
(Employee)

Date: _____

Signed: _____
(Hospital Manager)

Date: _____