Position Description

Position Title	**Registered Nurse Surgical ward**
Date Reviewed:	**September 2019**
Business area:	**Surgical ward**
FTE:	**As per Conditions of Employment**
Reports to:	**Charge Nurse**
Approved by:	**Hospital Manager**
Next Review Due:	**September 2020**

1.0 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.

2.0 Functional Relationships

Internal:	External:
- Charge Nurses/Department Coordinator - Other Nursing Staff - Clinicians - Hospital Manager - Nursing Coordinators - Patient Care Manger - Nurse Educators - Infection Prevention and Control Nurse - All other St George's Hospital staff	- Clinicians - Allied Health Professionals - Patients and Support persons

3.0 Key Areas of Accountability

Area of Accountability	Expected Results
3.1 Professional Practice To ensure a safe clinical environment for patients, staff and visitors	• Provides nursing care in accordance with Nursing Council requirements and within the professional boundaries stipulated in the Code of Conduct. • Takes responsibility for maintaining skills, knowledge and competencies as per hospital policies and procedures. • 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 and articulates recommendations regarding interventions. • Demonstrates competency in implementing emergency procedures and maintains a safe and secure patient care and work environment. • Respects privacy, confidentiality of patients, staff and consultants. • Demonstrates accountability for directing and evaluating nursing care that is provided by enrolled nurses, assistants and others. • 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.
3.2 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	• Demonstrates respect and integrity at all times. • Establishes a trusting relationship with colleagues, clinicians, patients and whanau. • Interprets and adheres to lines of authority and uses proper channels of communication. • Accepts and effects constructive change and/or criticism. • Displays a good team spirit and adopts a positive, flexible approach to work. • Empathises with others. • Demonstrates the ability to work independently and as part of a team. • Creates opportunities to network internally and externally.
3.3 Professional Development To maintain a high level of professional development	• Undertakes responsibility for meeting the mandatory requirements of the professional body and the organisation. • Ensures professional practice and development are undertaken according to hospital policy and participates in annual performance appraisal and the setting of performance objectives. • Identifies own learning requirements/deficits and develops a plan in conjunction with charge nurse/nurse educator to address these. • Fosters an environment conducive to learning, enquiry and research. • Maintains an excellent knowledge of specialty equipment and therapeutic interventions and can think critically to problem solve and trouble-shoot. • Acts as a role model for nurses and is prepared to guide and teach any staff with whom she/he is working • Engages in clinical supervision and preceptorship or orientation of nursing staff, students and other members of the multidisciplinary team. • Identifies teaching needs and provide accurate information and education to patients, relatives and/or significant others.

Area of Accountability	Expected Results
3.4 Inter-professional Healthcare and Quality Improvement To maintain a high level of quality improvement	• Participates actively in quality improvement activities to monitor and improve standards of nursing. • Initiates, participates in and evaluates audits and uses outcomes to improve service provision. • Participates actively in the maintenance of the ACC Workplace Safety Management standards, Ministry of Health Certification and QHNZ Accreditation process status. • Documents and reports accidents and incidents accurately in accordance with Hospital policy. • Supports continuous quality improvement.
3.5 Organisational Culture To support a strong and positive image of St George's within the community and with key internal and external stakeholders	• Promotes harmonious working relationships within the hospital, local and national health care providers and consumers. • Understands and promotes the concept of internal and external customers (e.g. 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.
3.6 Cultural understanding of the Treaty of Waitangi To promote cultural awareness within St George's Hospital	• Understands and has knowledge of the Treaty of Waitangi and the implications in nursing and research practice. • Promotes an awareness of ethnic and cultural differences, religious beliefs and obligations relating to the Treaty of Waitangi. • Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve outcomes for Maori. • Respects diversity of cultural and religious beliefs amongst staff and patients.
3.7 Health & Safety To ensure a safe working environment	• 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.
3.8 Organisational effectiveness To contributes to the cost effectiveness and changing needs of the hospital business	• Looks for ways and means to actively and effectively promote cost effectiveness. • Accurately completes cost accounting documents as appropriate. • Identifies appropriate priorities for workload. • Monitors stock supplies and orders appropriately. • Participates in the department's ongoing maintenance programme. •
3.9 Other Duties To undertake other duties as requested by the Patient Care Manager/ Hospital Manager from time to time	• Performs such duties in a timely, accurate manner and in accordance with St George's Hospital policies and procedures.

4.0 Qualifications, Experience and Personal Qualities

	Essential	Desirable
4.1 Qualifications	• Registered Nurse • Holds a current practicing certificate	• Knowledge and experience caring for patients with spinal injuries
4.2 Experience & Knowledge	• Minimum 3 years surgical experience	
4.3 Personal Attributes	• Shows respect for people • Uses initiative • Is proactive and innovative • Is an effective communicator • Is caring and friendly	

Agreed by:

Signed: _____   Date: _____
       (Employee)

Signed: _____   Date: _____
       (Hospital Manager)