



Position Description

Position Identification			
Position Title:	Community Nurse – Specialist Aged Services		
Direct Reports	Nil	Indirect Reports:	Nil
HRIS Position Number:		Effective Date:	December 2022
Location:	Merri Central		
Scope of Practice:	Scope of Practice Link		
Delegation of Authority:	Refer to Delegation of Authority Policy		
Agreement/Classification *For HR use only	<ul style="list-style-type: none"> Nurses and Midwives (Victorian Public Sector) (Single Interest Employees) Enterprise Agreement 2020 – 2024 Registered Nurse 3B 		
Organisational Context			
Divisional:	Aged and Primary Care		
Program:	Active and Healthy Ageing	Unit:	Specialist Aged Services
Organisational Chart	<pre> graph TD A[Manager, Active and Healthy Ageing] --> B[Team Leader, Specialist Aged Services] B --> C[Community Nurse - Specialist Aged Services] </pre>		
Position Summary			
<p>The Community Nurse will work as part of an established multidisciplinary team to enhance the independence, wellness and dignity of older people living at home. The role will predominately provide services to clients in receipt of a home care package. The role may also be responsible for providing services to clients under the Commonwealth Home Support Program (CHSP).</p> <p>The community nurse will utilise a wellness approach, which focusses on clients’ strengths, is goal-directed and aims to maximise independence and autonomy. The community nurse is responsible for undertaking general health assessments, dementia assessments, providing continence advice and aids, information, funding application support and referral to other services.</p>			
Position Accountabilities			
Responsibilities	<p>Clinical</p> <ul style="list-style-type: none"> To provide optimal clinical care which meets the client’s needs and those of their family and carers. Apply best practice principles to clinical care. Undertake clinical triage to ensure referred clients from My AgedCare receive the appropriate aged care services. Apply recognised standards of health assessments, identification of goals, 		



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	<p>management of these goals, evaluation and follow up with clients referred to the program</p> <ul style="list-style-type: none">• Undertake continence assessments using evidence-based practice including the identification of treatment options and promotion of self-management.• Conduct assessments which may be centre, or home based• Assess and interpret clinical indications of general health status and apply this information to guide clinical decisions. Report any abnormalities or seek appropriate reassessment of client needs.• Liaise with client's multidisciplinary team (including GP if appropriate) and participate in case conferencing, care coordination and care plans for the client.• Work within scope of practice and APHRA standards. <p>General</p> <ul style="list-style-type: none">• Contribute towards coordinated and integrated care for clients, to promote and enhance independence and wellness at home.• Maintain accurate, up-to-date clinical records to a high standard• Record activity data daily to ensure accurate and current activity data• Liaise with family, carers, GPs, and other involved persons regarding development and of client's care plans• Contribute to accreditation and quality assurance requirements and undertake quality improvement activities• Participate in nursing student placement planning, supervision, and feedback• Ensure that the services are provided in a manner respectful of the languages, literacy levels, cultural beliefs, and practices of our clients.• Accurately record data as required by agency and funding bodies and ensure timely follow up on data and quality reports as requested by the Team Leader.• Participate in project work in conjunction with other relevant health professionals• Participate in relevant networks and forums and maintain links with key external agencies.• Undertake professional development activities to maintain and enhance skills• Participate in the development of the annual work plan and ensure activities are carried out as outlined• Attend service unit meetings, staff meetings and other organizational meetings as required• Contribute to a positive culture within the program and foster a multidisciplinary approach to client care• This role will predominantly provide Community Nursing services to clients in receipt of a home care package, however may also include services other funding streams relevant to community aged care as per business requirements.• Support home care package referral processing and intake as required. <p>Other Duties</p> <ul style="list-style-type: none">• Maintain and enhance professional knowledge and technical skills by keeping up to date with new developments and relevant trends.• Undertake any reasonable additional tasks as directed by Merri Health.• Ensure compliance with all relevant legislation, funding guidelines, service standards and contractual obligations. <p>☐ Practice complies with professional registration, national code for health care</p>
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	<p>workers and delegated scope of practice.</p>
Safety and Risk	<p>Occupational Health & Safety (OHS) All employees have a duty to take reasonable care for the health and safety of themselves and others affected by their actions at work, and to comply with Merri Health's OHS Frameworks.</p> <p>Physical Inherent requirements (PIR)</p> <ul style="list-style-type: none">• Involves sedentary tasks requiring a low level of physical activity and alternation between seated and standing positions• Incorporates computer-based activities, where employees are required to maintain a slight to moderate degree of cervical flexion for periods of several minutes at a time, occasionally sitting for periods in excess of 20 minutes• Sound upper limb joints, with the ability to withstand repetitive upperlimb activity• May be required to occasionally lift and carry items weighing up to 10kgs <p>Quality & Risk</p> <ul style="list-style-type: none">• Be proactive in risk identification, notification, and management.• Comply with Merri Health's policies and procedures• Participate in quality improvement activities and engage clients in these activities when relevant. <p><i>Merri Health is an equal opportunity employer and committed to ensuring a safe environment for children and young people. We encourage individuals of diverse backgrounds including but not limited to those from the Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse, the GLBTIQ community and those living with a disability to join our workforce.</i></p>
Capabilities	<p>All employees are expected to align their behaviours and utilise capabilities (or 'soft skills') in line with our organisational values and the level of responsibility of the position. The capabilities for this position can be found within Merri Health's Capability Matrix.</p>



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Key Selection Criteria

Essential	<ul style="list-style-type: none">• Registered nurse qualification – Division 1 Registered Nurse• Experience in undertaking health assessments and provision of self-management education• Demonstrated ability to work independently and as part of a wider multidisciplinary team and health professionals• Commitment to consumer directed care and optimal client care through a high level of clinical expertise and experience• High level communication skills (verbal and written)
Desirable	<ul style="list-style-type: none">• Computer literacy• Primary health care experience preferred• Fluent in a second language spoken in the local community
Checks, Licences and Registration	<ul style="list-style-type: none">• National Police check• Working with Children check• Immunisation Category A• Current full or probationary Drivers Licence• AHPRA registration• Statutory Declaration

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