



# Capital & Coast District Health Board

ŪPOKO KI TE URU HAUORA

## REGISTERED NURSE ACUTE CARE ROTATION POSITION DESCRIPTION

<b>POSITION:</b>	Registered Nurse Acute Care Rotation
<b>LEVEL:</b>	Competent
<b>SERVICES:</b>	Intensive Care, Emergency, Neuroscience, and the Heart and Lung Unit
<b>RESPONSIBLE TO:</b>	Team Leaders in each area
<b>PROFESSIONAL ACCOUNTABILITY:</b>	Clinical Nurse Educators in each area and Clinical Nurse Specialist in ICU and ED

### **MISSION:**

*"Together, Improve the Health and Independence of the People of the District"*

### **VALUES:**

Innovation  
Action  
A Focus on people and patients  
Living the Treaty  
Professionalism (Leadership, Honesty, Integrity & Collaboration)  
Excellence

## BACKGROUND

Capital & Coast District Health Board (C&CDHB) funds health services for the populations of Wellington, Porirua and Kapiti. The organisation has a total operating budget covering both funding and health services provision of \$470 million.

The Board's key health improvement priorities are to:

- Reduce disparities in health status across populations within the District with a particular focus on effective health improvement strategies for low income groups, Maori, and Pacific Peoples;
- Achieve integration of care with a focus on disability support services and mental health;
- Achieve a sustainable financial performance;
- Improve quality;
- Deliver the regional hospital development and associated change management programme;
- Build the current and future capacity of the workforce.

The Hospital and Health Service employs over 3400 staff. It is the largest employer in the Wellington region and one of the largest of the government-owned Hospital and Health Services in New Zealand.

The Hospital and Health Service provides health services to more than 250,000 people living in the greater Wellington catchment. It also provides specialist tertiary level care to the central North Island servicing a population of around 912,000.

Capital and Coast operates two large hospitals – Wellington and Kenepuru, and a small community based service and maternity unit at Paraparaumu, as well as a number of community bases. Capital and Coast has developed a new \$303m Regional Hospital. It is underpinned by a major change management and organisation development programme. Wellington Hospital, with 440 beds, provides a comprehensive range of specialist secondary and regional tertiary services.

Capital and Coast is also a major teaching hospital, working closely with Victoria, Otago and Massey Universities, and Whitirea Polytechnic, to train health care professionals.

### **The 2 year Acute Care Rotation Program:**

The two year Acute Care Rotation program involves rotating through 3 high acuity clinical areas. You will spend 8 months in each placement. During these 2 years you will complete a Postgraduate Certificate from Victoria University (one paper each year) or two papers to progress previous postgraduate study with another provider. You will be supported to complete the study requirements and you will also have access to other area specific education and in-service. The Nurse Educator in each area will work with you clinically during your placement to assess your practice and assist you to extend your practical knowledge and skills. The clinical placements for the 2012 Acute Care Rotation include: The Intensive Care Unit, The Heart and Lung Unit, Neuroscience and the Emergency Department.

## **Intensive Care Service**

Wellington Hospital Intensive Care Unit is an 18 bed tertiary general and cardiothoracic unit. The Intensive Care Service cares for paediatric, neurosurgical, trauma, cardiothoracic, vascular, general medical and surgical patients.

Wellington ICU acts as the regional referral centre for central New Zealand and supports 8 other hospitals within the region. Transfer of critically ill patients within the region is also managed by the service.

The service admits over 1600 patients per year of which approx. 60% are acute and 40% are post major elective surgery.

The Intensive Care Service employs in excess of 100 staff, of which 82 FTE are Registered Nurse positions.

The Intensive Care Service runs an introductory post-graduate critical care nursing course and an advanced practice course in collaboration with Victoria University, These courses recruit students from across New Zealand.

More information about the unit can be found at <http://wellingtonicu.com>

## **Emergency Service**

C&C DHB provides a Level 6 Emergency Service for the C&C DHB region and the Central Region at Wellington Hospital. This service operates 24 hours a day, seven days per week. Wellington is the tertiary hospital for the region.

The Wellington Emergency Service provides assessment and initial management for:

**Medical and surgical emergencies;**

**Psychiatric emergencies;**

**Serious injury;**

**Obstetric emergencies;**

**Paediatric emergencies;**

**Orthopaedic emergencies.**

Patients with serious burns or injuries requiring plastic surgery are transferred to the Hutt Valley DHB.

Wellington is an accredited training centre recognised by the Australasian College of Emergency Medicine. The service has a Director of Emergency Medicine Training who co-ordinates training programmes for emergency medical staff across C&C DHB, Hutt and MidCentral DHBs.

The service depends on experienced medical and nursing staff with the expertise and necessary qualifications to rapidly triage, evaluate and provide initial treatment of acute illness and injury across the age spectrum.

Access

People who present to ED are

- self referred walk-ins or
- arrive by ambulance or
- GP referrals to ED or a specialty team to clinically review the patient in the emergency department.
- Referred by other health professionals e.g. District Nurses, midwives, mental health case managers

The Emergency Department (ED) sees approximately 52,000 new presentations annually. The department has 23 beds including 3 resuscitation rooms, monitoring and acute care areas .

There are also 6 beds in a recently opened "Minor Care Zone" to manage patients who require hospital level care for minor illness or injury. This area is predominantly operated by Clinical Nurse Specialists.

## **The Regional Heart and Lung Unit (HLU)**

The Wellington Regional HLU provides secondary and tertiary care for patients with cardiothoracic and cardiology health problems. The HLU admits regionally and locally for acute cardiac assessment and management, and heart and lung surgery. This 36 bed ward includes a 6 bed Cardiothoracic Step Down Unit and 8 acute Coronary Care beds with bedside monitoring and additional telemetry units. There is in excess of 60 nursing staff on this specialised ward.

Cardiology encompasses all modern cardiac services except cardiac transplantation and complex paediatric procedures. Clinical outcomes compare favourably with any international unit. People suffering such health issues as myocardial infarction, arrhythmias, and heart failure are admitted acutely, while planned procedures include coronary angiography and angioplasty, pacemaker and internal defibrillator implantation.

Cardiothoracic surgery offered by 6 South includes coronary artery bypass grafting (CABG), valve repair and replacement, lung resections, mediastinal and pleural procedures. Some acute admissions occur following trauma or aortic dissection, but most admissions are planned.

## **Neurosciences Service**

Ward 7 South is a 24 bed unit containing Neurosurgical, Neurology, Acute Stroke and Ophthalmology. We are an acute admitting unit 24hrs/day, 7days/week. The coverage area is from Blenheim, in the south, to Hawkes Bay and over to Taranaki in the north.

Neuroservices care for a wide range of conditions which effect the brain and spinal cord. The majority of the patients we see in Neurosciences have an acute episode or have a short history of symptoms. Currently we have two Monitored beds in anticipation of commencing Thrombolysis for the acute stroke. We also see patients who have ongoing neurological conditions who need acute assessment and treatment.

Though we are a small team at present we are continuing to grow, and have a strong backbone of senior staff to help the development of our new staff. We have a dedicated MDT approach to our specific patients which works extremely well together. With a high number of New Graduates, and students, this is a fun and dynamic team to be part of.

## STATEMENT OF PRACTICE

Nursing and Midwifery practice within Capital and Coast District Health are specialised expressions of caring, concerned with enhancing the health of individuals and groups, responding to the realities of life situations and committed to the principles of the Treaty of Waitangi.

## RELATIONSHIPS

### FUNCTIONAL RELATIONSHIPS:

Clients/Patients and Families  
Nursing Team  
Interdisciplinary Team  
Director of Nursing and Midwifery  
Nurse Lecturer  
Clinical Nurse Educator  
Clinical Nurse Specialist

## QUALIFICATIONS & PROFESSIONAL RESPONSIBILITY

All nurses employed by C&CDHB will have Registration with the New Zealand Nursing Council and maintain a current annual practising certificate as a Registered Nurse.

It is also their responsibility to ensure that they attend the generic orientation, yearly core competencies and maintain area specific competency requirements and will access policy and procedures through Silent-One and will work within the C&CDHB Nursing and Midwifery standards & criteria of care and professional practice.  
**(Domain One: Competency 1.1).**

## PERSON SPECIFICATION

- A desire to develop in several areas of critical care nursing.
- The ability to work as a member of a team.
- Values consistent with those of C&C DHB's

## AREA OF PRACTICE

You are required to practice as directed by the competencies for Registered Nurse Scope of Practice. Please ensure you are familiar with these. Refer to the Nursing Council of New Zealand website for any conditions that may apply.  
[www.nursingcouncil.org.nz](http://www.nursingcouncil.org.nz)

## COMPETENCIES FOR THE REGISTERED NURSE SCOPE OF PRACTICE

**NOTE:** It is expected that all key performance indicators will have been achieved in the previous levels e.g. If at competent level all indicators will have been achieved for graduate level.

### **Domain one: Professional responsibility**

This domain contains competencies that relate to professional, legal and ethical responsibilities and cultural safety. These include being able to demonstrate knowledge and judgement and being accountable for own actions and decisions, while promoting an environment that maximises patients' safety, independence, quality of life and health.

COMPETENCY	KEY PERFORMANCE INDICATORS *Key indicators for progression to competent level
<p><b>Competency 1.2</b> <b>Demonstrates the ability to apply the principles of the Treaty of Waitangi/Te Tiriti o Waitangi to nursing practice.</b></p> <p>Understands the Treaty of Waitangi/Te Tiriti o Waitangi and its relevance to the health of Maori in Aotearoa/New Zealand.</p> <p>Demonstrates knowledge of differing health and socioeconomic status of Maori and non-Maori.</p> <p>Applies the Treaty of Waitangi/Te Tiriti o Waitangi to nursing practice.</p>	<p><b>1.2</b> <b>Discuss how you have worked with a Maori patient/client and whanau to plan care demonstrating an understanding of cultural sensitivity. *</b></p>
<p><b>Competency 1.3</b> <b>Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by enrolled nurses and others.</b></p> <p>Understands accountability for directing, monitoring and evaluating nursing care provided by enrolled nurses and others.</p> <p>Seeks advice from a senior registered nurse if unsure about the role and competence of enrolled nurses and others when delegating work.</p> <p>Takes into consideration the role and competence of staff when delegating work.</p> <p>Makes appropriate decisions when assigning care, delegating activities and</p>	<p><b>1.3</b></p> <p>Is able to demonstrate an understanding of the scope of an EN or unregulated staff (including students).</p> <p>Discuss a time when you sought advice from a senior registered nurse about the role and competence of enrolled nurses and others when delegating work.</p> <p>Demonstrates appropriate decision making in care assignment and providing direction to EN's and others.</p>

<p>providing direction for enrolled nurses and others.</p> <p><b>Competency 1.4</b>  <b>Promotes an environment that enables client safety, independence, quality of life, and health.</b></p> <p>Identifies and reports situations that affect client or staff members' health or safety.</p> <p>Accesses, maintains and uses emergency equipment and supplies.</p> <p>Maintains infection control principles.</p> <p>Recognises and manages risks to provide care that best meets the needs and interests of clients and the public.</p> <p><b>Competency 1.5</b>  <b>Practises nursing in a manner that the client determines as being culturally safe.</b></p> <p>Applies the principles of cultural safety in own nursing practice.</p> <p>Recognises the impact of the culture of nursing on client care and endeavours to protect the client's wellbeing within this culture.</p> <p>Practises in a way that respects each client's identity and right to hold personal beliefs, values and goals.</p> <p>Assists the client to gain appropriate support and representation from those who understand the client's culture, needs and preferences.</p> <p>Consults with members of cultural and other groups as requested and approved by the client.</p> <p>Reflects on his/her own practice and values that impact on nursing care in relation to the client's age, ethnicity, culture, beliefs, gender, sexual orientation and/or disability.</p> <p>Avoids imposing prejudice on others and provides advocacy when prejudice is apparent.</p>	<p><b>1.4</b>  <b>Is able to identify environmental or client safety risk issues in the area of practice and report appropriately.*</b></p> <p>Describe a recent emergency situation and the measures you took to manage it.</p> <p>*Maintains yearly generic competency schedule (CPR, Manual Handling, Fire Training)</p> <p><b>1.5</b></p> <p>Give an example of consultation with the team and the client to ensure cultural safety is met.</p>
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**Domain two: Management of nursing care**

This domain contains competencies related to client assessment and managing client care, which is responsive to clients' needs, and which is supported by nursing knowledge and evidence based research.

<p><b>Competency 2.1</b> <b>Provides planned nursing care to achieve identified outcomes.</b></p> <p>Contributes to care planning, involving clients and demonstrating an understanding of clients' rights, to make informed decisions.</p> <p>Demonstrates understanding of the processes and environments that support recovery.</p> <p>Identifies examples of the use of evidence in planned nursing care.</p> <p>Undertakes practice procedures and skills in a competent and safe way.</p> <p>Administers interventions, treatments and medications, (for example: intravenous therapy, calming and restraint), within legislation, codes and scope of practice; and according to authorised prescription, established policy and guidelines.</p>	<p><b>2.1</b> <b>*Discuss 3 priorities of patient/client care for the area over a shift and the time management strategy required.*</b></p> <p><b>Evidence that nursing care plans are completed/updated within an area appropriate time-frame.*</b></p> <p>Describe the rationale behind a practice decision.</p> <p>*Completes the Postgraduate Certificate in Clinical Nursing -Acute Care</p>
<p><b>Competency 2.2</b> <b>Undertakes a comprehensive and accurate nursing assessment of clients in a variety of settings.</b></p> <p>Undertakes assessment in an organised and systematic way.</p> <p>Uses suitable assessment tools and methods to assist the collection of data.</p> <p>Applies relevant research to underpin nursing assessment</p>	<p><b>2.2</b> Discuss the merits of an assessment tool used in your area of practice eg falls assessment, pressure risk assessment.</p> <p>*Completes basic area specific orientation workbooks within a six month time frame.</p> <p>*Achieves area specific competencies as detailed in the orientation books.</p> <p>*Prepare for discussion three clinical complications in your area and the actions required to manage the situation.</p>
<p><b>Competency 2.3</b> <b>Ensures documentation is accurate and maintains confidentiality of information</b></p> <p>Maintains clear, concise, timely, accurate</p>	<p><b>2.3</b> <b>Discuss the audit requirements in your area for documentation.*</b> * Present two examples of documentation that meet the required standard within the area.</p>

<p>and current client records within a legal and ethical framework.</p> <p><b>Competency 2.4</b>  <b>Ensures the client has adequate explanation of the effects, consequences and alternatives of proposed treatment options.</b></p> <p>Provides appropriate information to clients to protect their rights and to allow informed decisions.</p> <p>Makes appropriate professional judgement regarding the extent to which the client is capable of participating in decisions related to his/her care.</p> <p>Discusses ethical issues related to health care/nursing practice, (for example: informed consent, privacy, refusal of treatment and rights of formal and informal clients).</p> <p>Facilitates the client's access to appropriate therapies or interventions and respects the client's right to choose amongst alternatives</p> <p>Takes the client's preferences into consideration when providing care.</p> <p><b>Competency 2.5</b>  <b>Acts appropriately to protect oneself and others when faced with unexpected client responses, confrontation, personal threat or other crisis situations.</b></p> <p>Understands emergency procedures and plans and lines of communication to maximise effectiveness in a crisis situation.</p> <p>Takes action in situations that compromise client safety and wellbeing.</p> <p>Implements nursing responses, procedures and protocols for managing threats to safety within the practice environment.</p> <p><b>Competency 2.6</b>  <b>Evaluates client's progress toward</b></p>	<p>Demonstrates literacy and computer skills necessary to record, enter, store, retrieve and organise data essential for care delivery.</p> <p><b>2.4</b></p> <p>Discuss the nurse's responsibility around the purpose of the C&amp;CDHB informed consent policy.</p> <p>Discuss how you assess the readiness of the client to participate in health education.</p> <p><b>2.5</b></p> <p>*Identify an unexpected client situation and how you responded. (eg. Including concept of safety)</p> <p><b>2.6</b></p>
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<p><b>expected outcomes in partnership with clients.</b></p> <p>Identifies criteria for evaluation of expected outcomes of care. Evaluates the effectiveness of the client's response to prescribed treatments, interventions and health education in collaboration with the client and other health care team members. (Beginning registered nurses would seek guidance and advice from experienced registered nurses).</p> <p>Reflects on client feedback on the evaluation of nursing care and health service delivery.</p> <p><b>Competency 2.7 Provides health education appropriate to the needs of the client within a nursing framework.</b></p> <p>Checks clients' level of understanding of health care when answering their questions and providing information.</p> <p>Uses informal and formal methods of teaching that are appropriate to the client's or group's abilities.</p> <p>Participates in health education, and ensures that the client understands relevant information related to their health care.</p> <p>Educates client to maintain and promote health.</p> <p><b>Competency 2.8 Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care.</b></p> <p>Identifies one's own level of competence and seeks assistance and knowledge as necessary.</p> <p>Determines the level of care required by individual clients.</p> <p>Accesses advice, assistance, debriefing and direction as necessary.</p> <p><b>Competency 2.9 Maintains professional development.</b></p>	<p>Discuss how you evaluate the effectiveness of treatments.</p> <p><b>2.7 Discuss how you have worked with a patient/client to provide health education.*</b></p> <p>*Present a relevant case study or clinical topic in each area.</p> <p><b>2.8</b></p> <p>Discuss how you reflect upon and evaluate the effectiveness of nursing care with peers and experienced nurses. (eg. In Individual client cases)</p> <p>*Maintain a portfolio of practice and reflection</p> <p><b>2.9</b></p>
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<p>Contributes to the support, direction and teaching of colleagues to enhance professional development.</p> <p>Updates knowledge related to administration of interventions, treatments, medications and best practice guidelines within area of practice.</p> <p>Takes responsibility for one's own professional development and for sharing knowledge with others.</p>	<p>Discuss new interventions, treatment or information related to your current workplace.</p> <p>Produces evidence of participation at training/education sessions and discuss how each is relevant to the area of practice.</p> <p>*Maintains required certifications *Achieves level 6 ACLS certification *Maintains a record of study day attendance</p> <p>Describe the key functions of the preceptor role drawing from your own experience.</p> <p>Has an annual Professional Development Plan.</p>
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**Domain three: Interpersonal relationships**

This domain contains competencies related to interpersonal and therapeutic communication with clients, other nursing staff and interprofessional communication and documentation.

<p><b>Competency 3.1</b> <b>Establishes, maintains and concludes therapeutic interpersonal relationships.</b></p> <p>Initiates, maintains and concludes therapeutic interpersonal interactions with clients.</p> <p>Incorporates therapeutic use of self and psychotherapeutic communication skills as the basis for nursing care for clients with mental health needs.</p> <p>Utilises effective interviewing and counselling skills in interactions with clients.</p> <p>Demonstrates respect, empathy and interest in client.</p> <p>Establishes rapport and trust with the client.</p> <p><b>Competency 3.2</b> <b>Practises nursing in a negotiated partnership with the client where and when possible.</b></p> <p>Undertakes nursing care that ensures</p>	<p><b>3.1</b> <b>Discuss the importance of the nurse patient relationship in contributing to good patient outcomes (eg. Communication, respect, culture empathy, beginning and terminating).*</b></p> <p><b>3.2</b> <b>Discuss skills used to maximise patient and family involvement in the decision making process.*</b></p>
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<p>clients receive and understand relevant and current information concerning their health care that contributes to informed choice.</p> <p>Implements nursing care in a manner that facilitates the independence, self-esteem and safety of the client and an understanding of therapeutic and partnership principles.</p> <p>Recognises and supports the personal resourcefulness of people with mental and/or physical illness.</p> <p>Acknowledges family/whanau perspectives and supports their participation in services.</p> <p><b>Competency 3.3</b> <b>Communicates effectively with clients and members of the health care team.</b></p> <p>Uses a variety of effective communication techniques.</p> <p>Employs appropriate language to context.</p> <p>Provides adequate time for discussion.</p> <p>Endeavours to establish alternative communication methods when clients are unable to verbalise.</p> <p>Accesses an interpreter when appropriate.</p> <p>Discussions concerning clients are restricted to settings, learning situations and or relevant members of the health care team.</p>	<p><b>3.3</b> <b>Give an example when you adapted your communication style to meet a patient's need.*</b></p>
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**Domain four: Interprofessional health care & quality improvement**

This domain contains competencies to demonstrate that, as a member of the health care team, the nurse evaluates the effectiveness of care and promotes a nursing perspective within the inter-professional activities of the team.

<p><b>Competency 4.1</b> <b>Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care.</b></p> <p>Promotes a nursing perspective and contribution within the interprofessional activities of the health care team.</p>	<p><b>4.1</b> <b>Discuss how you provide guidance and support to individuals who are new to your workplace.*</b></p> <p>Discuss the role of the staff nurse in discharge planning.</p> <p>*Completes the preceptor study day</p>
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	<b>INDICATORS</b>
<p><b>Continuous Quality Improvement</b> Actively contribute to Continuous Quality Improvement activities within the service.</p>	<p>Identifies improvement opportunities and notifies the manager of these.</p> <p>Participates in the service's quality improvement activities.</p> <p>Provides good patient/patient service and is responsive to patient/patient requests or complaints.</p> <p>Complies with standards and works to improve patient/patient satisfaction.</p>
<p><b>Risk Minimisation</b> Actively contributes to risk minimisation activities within the service.</p>	<p>Identifies risks and notifies the manager of these.</p> <p>Participates in the service's risk minimisation activities.</p> <p>Complies with C&amp;C DHB Reportable Events policy and other policies and procedures.</p> <p>Participates in audits.</p>
<p><b>Health and Safety</b> Complies with responsibilities under the Health &amp; Safety in Employment Act 1992</p>	<p>Has read and understood health and safety policy and procedures.</p> <p>Actively supports and complies with health and safety policy and procedures.</p> <p>Uses protective clothing and equipment.</p> <p>Actively participates in the hazard management and identification process.</p> <p>Proactively reports and remedies any unsafe work condition, accident or injury.</p> <p>*Completes Health and Safety Questionnaire, within the first week of orientation.</p>

## **GENERIC ORGANISATIONAL COMPETENCIES**

### **Commitment to Health and Independence Improvement Goals**

- Is committed to the values and goals of C&C DHB.
- Is committed to continuous learning and performance development.
- Encourages the development of all team members.

### **Teamwork**

- Develops and maintains positive relationships and works in partnership with other team members.
- Develops rapport and builds networks of constructive working relationships with key people.
- Effectively uses team dynamics and individual operating styles to build team processes and strengths.
- Shares knowledge and works cohesively with the team.

### **Innovation**

- Is innovative in the development of business initiatives and projects.
- Is proactive and motivated and responds positively to new challenges and opportunities.
- Develops new and/or more effective work processes and systems through lateral thinking and creativity.

### **Work Approach**

- Is results focussed and committed to making a difference.
- Plan and organise own workload, allocating time to priority issues, meeting deadlines and coping with the unexpected.
- Adjusts work style and approach to fit in with requirements.
- Focuses on quality improvement and customer satisfaction.
- Perseveres with tasks and achieves objectives despite obstacles.

### **Communication**

- Listens with a preparedness to understand.
- Is confident and appropriately assertive in dealing with others.
- Deals effectively with conflict.

### **Partnership with Maori**

- Understands the Principles of Te Tiriti o Waitangi and how these apply within the context of health service provision.
- Applies the notion of partnership and participation with Maori within the workplace and the wider community.
- Promotes and participates in targeted Maori health initiatives by which Maori health gains can be achieved.
- Implements strategies that are responsive to the health needs of Maori.

C&C DHB may change the position description with the agreement of the position holder as the needs of the business change. To ensure the integrity of the nursing & midwifery position descriptions, all changes must be signed off by the Nursing & Midwifery Leadership Group

NB For the purpose of this document the term “client” may refer to; tūroro, patient, whānau, family, community, tangata whaiora