

Position Description

Position Title	Registered Nurse – Clinical Lead
Service Group	Mental Health and Addictions Service
Team	Adult Community Mental Health & Addictions Service
Reports to	Clinical Team Leader – North Team
Direct Reports	None
Authority Level	Nil delegations
Issue Date	
Approved By	

Te Whatu Ora - Health New Zealand, Hauora a Toi Bay of Plenty

Te Whatu Ora Hauora a Toi Bay of Plenty's fundamental purpose is to work within the resources allocated to it, to improve, promote and protect the health of the whole population within its district, and to promote the independence of people with disabilities.

Vision: Healthy, thriving communities.

Mission: Enabling communities to achieve

Our Values: Compassion, All-one-team, Responsive, Excellence



Te Whatu Ora Hauora a Toi Bay of Plenty is committed to the Treaty of Waitangi principles of Partnership, Participation and Protection, and to meaningful engagement in decision-making with Tangata Whenua at strategic, operational and service levels.

This commitment is delivered through:

- Active pursuit of the Ngā Toi Au Rangi to implement Te Toi Ahorangi 2030 to transform the system.
- Prioritise people and whanau utilising a Toi Ora wellness approach to improve and address systemic issues.
- Partnering with Iwi and Māori to achieve their aspiration for health and wellbeing.
- Ensuring He Pou Oranga practice in all services of Te Whatu Ora Hauora a Toi Bay of Plenty.
- Commitment to eliminating inequities in health between Māori and non-Māori.

All staff have a part to play in this commitment.

Primary Purpose

The Clinical Lead - Registered Nurse is employed to provide safe, effective client care using professional knowledge and skills in accordance with Bay of Plenty District Health Board:

- Policies and protocols
- Registered Nurse Scope of Practice
- Nursing Practice Standards
- Professional Development and Recognition Programme (PDRP)
- Practise in accordance with the partnership inherent in the Treaty of Waitangi

This role requires the Registered Nurse to:

- Provide clinical expertise and leadership within the multidisciplinary team to promote safe, effective clinical practice.
- Maintain a high profile engaging in the day-to-day clinical activity and being available to coach, guide, and support staff in relation to direct clinical care.
- Be proactive in providing assistance and collegial support to the team.
- Have responsibility for a reduced caseload and be involved with priority work in the team

Key Responsibilities	Outcomes
<p>1. Clinical Leadership</p>	<ul style="list-style-type: none"> • Facilitates the clinical review meetings to ensure that multidisciplinary decisions meet legal, professional, ethical, and organisational requirements. • Organises individual meetings with staff to provide support and guidance with clinical caseload management including acuity and discharge planning. • Allocates cases in a fair and transparent manner. • Applies principles of consultation, direction, delegation, accountability, and oversight appropriately in relation to other health care staff. • Promotes an environment which supports self-accountability and responsibility for effective clinical decision making and patient outcomes. • Communicates effectively and courteously, models effective conflict resolution to support a cohesive multidisciplinary team. • Manages ethical dilemmas in a supportive, collaborative manner. • Challenges stigma and discrimination and promotes values of confidentiality and respect for service users. • Maintains communication with the Team Leader to appraise of progress and day to day issues that may arise.
<p>2. Management of Clinical Practice</p>	<ul style="list-style-type: none"> • Allocates and participates in comprehensive assessments to ensure timely response to referrals. • Works alongside the multi-disciplinary team in developing needs led treatment plans that align with the HONOS.

	<ul style="list-style-type: none"> • Works alongside the multi-disciplinary team in developing comprehensive risk assessments and risk formulations to inform clinical decision making. • Provides health education to clients and whanau about diagnosis, treatment options, consequences and alternatives. • Evaluates clinical progress in partnership with the service user and family/whanau against the HONOS scores towards expected outcomes • Responds to crisis and unexpected situations within caseload and service.. • Documentation meets legal and organisational standards and all contacts with service users are objectively and clearly documented in clinical notes • Accepts responsibility for own personal and professional development and adheres to organisational core competency in- service training requirements • Participates in the delivery of care provided under the Substance Addiction (Compulsory Assessment and Treatment) Act, including acting as an Authorised Officer or other statutory role under the Act. • Participates in PDRP.
<p>3. Interpersonal Relationships</p>	<ul style="list-style-type: none"> • Practices in partnership with the client acknowledging family/whanau perspectives and supports. • Demonstrates positive engagement in collegial relationships. • Effectively utilises clear lines of communication and demonstrates professional and individual accountability for own practice.
<p>4. Inter-professional Health Care and Quality Improvement</p>	<ul style="list-style-type: none"> • Engages in a collaborative service delivery approach with colleagues from the team and other Mental Health Services to best meet the service user's needs. • Acknowledges, respects, and utilises the skills and knowledge of colleagues from the team and other Mental Health Services appropriately • Ensures that own skills, knowledge, and professional perspectives are made available to assist mental health staff in a positive, proactive, and professional manner • Establishes and maintains collaborative relationships with GPs, relevant government, and community agencies, and provides consultation as necessary. • Participates in continual quality improvement activities to monitor and improve standards of service development.

A function of Te Whatu Ora Hauora a Toi Bay of Plenty is to provide a 24-hour service. This may at times necessitate you being required to change duties or work clinically to ensure adequate coverage of the service.

This position description is not exhaustive and the incumbent may be requested to perform any reasonable task within the scope of the position as requested by the Line Manager.

This position description will be reviewed from time to time in consultation with the incumbent. The key performance indicators are a guide only and the relevant indicators should be agreed at annual performance appraisal.

Key Relationships

Internal	External
<ul style="list-style-type: none"> • Clinical Director/DAMHS/ Area Director for Addictions • Nurse and Allied Health Leads MH&AS • Consumer Advisor and Family/Whanau Advisor • Nurse Educator MH&AS • Multi-disciplinary team • Other MH&AS teams • Regional Maori Health Services • General hospital departments and services 	<ul style="list-style-type: none"> • Clients, family, and caregivers • Community and statutory agencies • General Practitioners and other health professionals • General hospital departments and services • Non-Government Organisations including Maori Services, Primary Health Organisations

Success Profile

CARE Values - Manaakitanga Who am I?	Experience – What have I done?
<ul style="list-style-type: none"> • Caring, empathetic, open and supportive • Respect each individual, polite and non-judgemental • Able to build a rapport, actively listen to patients, show understanding and make a difference • An effective communicator, work as a team member, professional, calm, willing and patient focused • Share knowledge, develop self and others, will speak up about practice issues and give/receive constructive feedback • Involve the team/ patients/ families in decisions • Self-aware, consistent, confident, flexible, pay attention to detail and plan ahead • Compassion for people & commit to excellence • Respect for privacy • Ability to discuss & communicate 	<ul style="list-style-type: none"> • Significant nursing experience working with mental health and addictions patients • Experience that demonstrates a sound knowledge and understanding of mental illness and risk assessment, in relation to acute mental health care • Experience of working in teams and knowledge of how teams work and exhibits willingness/ability to teach/share expertise within the team • Experience of leadership in a multi-disciplinary team

Competencies – What am I capable of?	Knowledge – What do I know?
<ul style="list-style-type: none"> • Level of fitness appropriate to the physical demands of the role • Able to demonstrate a commitment to quality • Flexible, adaptable and embrace change • Show a professional demeanour and high level of personal integrity • Well-developed problem solving and critical thinking skills • Knowledge and understanding of research findings to support evidence based practice • Can utilise well-developed written and verbal communication skills • Demonstrate a commitment to Treaty of Waitangi • Committed to providing a culturally safe environment for clients and whanau • Have the ability to prioritise and cope with high and varied workload • Student/New staff preceptor • Clinical leadership and continuous development opportunities for staff. 	<ul style="list-style-type: none"> • Registered Nurse (Scope of Practice includes Mental Health) with current practising certificate • Post-graduate qualification with an mental health focus • Demonstrate a commitment to post- graduate study and professional development • Professional portfolio • Computer competent • Current valid Driving Licence

You agree to demonstrate flexibility and a willingness to perform a variety of tasks to promote and support Te Whatu Ora Hauora a Toi Bay of Plenty initiatives.

You are required to meet the Health and Safety at Work Act 2015 requirements as set out in the Te Whatu Ora Hauora a Toi Bay of Plenty Health and Safety policies and protocols.

This includes:

- Successfully completing any health and safety training provided by the Te Whatu Ora Hauora a Toi Bay of Plenty.
- Complies with responsibilities under the Health & Safety at work Act 2015
- Ensures that the service meets health and safety and emergency management requirements.
- Complies fully with health and safety policies and procedures, including use of protective clothing and equipment as required
- Active participation in hazard management and identification process, and proactive reporting.

You are required to maintain a standard of health which will allow for the performance of all duties and functions of the position. All Te Whatu Ora Hauora a Toi Bay of Plenty sites are smokefree environments.

Health Practitioners Competence Assurance Act 2003

1. You are required to maintain your current competency based practicing certificate.
2. You must notify your Manager of any changes to scope or conditions on practice (determined by Regulatory Authority).
3. You must complete the requirements of any competency programme.
4. You must notify your employer of concerns relating to the risk of harm to the public of another health practitioner practicing below the required standard of competence.
5. Know the provisions of the HPCAA as the governing legislation.

Children's Act 2014

Due to this position having contact with children and Te Whatu Ora Hauora a Toi Bay of Plenty's commitment to child protection, you will be subject to 'safety checks' under the Children's Act 2014 at the time of hire and thereafter as per the relevant legislation.

Position Holders Declaration

I certify that I have read, understand, and agree to this position description.

Name:

Signature:

Date:



Attitudes and behaviours
We want to see

Outcome
Everyone we come into
contact with will feel...

Attitudes and behaviours
We don't want to see

C Compassion

Cares about other people. Has empathy and understanding. Is calm and reassuring. Protects people's dignity.

Treats everyone with respect regardless of their views, role or background. Value differences. Culturally competent.

Notices, acknowledges and appreciates people's efforts and achievements, gives praise, making people feel valued.

Cared for and respected

**Treated with respect
and cultural sensitivity**

Valued and engaged

Is rude, bullies, intimidates or humiliates. Creates anxiety. Doesn't act if someone's dignity is suffering.

Disrespectful, judgmental, makes assumptions about people. Gossips or talks behind people's backs. Rough behaviour.

Criticises people's efforts, takes people for granted, makes people feel undervalued, belittled or inadequate.

A All-one-team

Shares knowledge and information openly and honestly, clearly explains and updates people on what's happening.

Takes time to listen to others, is interested in their views. Invites people to ask questions and share concerns or ideas.

Involves patients, whānau and colleagues as equal partners. Builds teams and relationships to achieve the best outcomes.

Clear about what's happening

Listened to

Involved in a partnership model

Withholds knowledge and information, leaves people confused or in the dark.

Doesn't listen, talks over people, dismisses or puts people down, makes decisions without consultation.

Doesn't trust or involve people in things that affect them. Excludes, overrides, micro manages.

R Responsive

Friendly, polite, approachable, warm. Introduces themselves. Creates a happy environment. Smiles when appropriate.

Shows kindness. Is attentive to people's needs, supportive, helpful and willing. Often goes the extra mile for people.

Respects people's time. Plans ahead and co-operates so things run smoothly. Looks for efficient ways of doing things.

Positively welcomed

**Supported, so they would want
to be cared for or work here**

**We are flexible and efficient,
and use resources wisely**

Ignores people, snappy or aggressive tone of voice or behaviours, 'rushing' and saying "I'm too busy".

Passes the buck, says "it's not my job", unsupportive, does not take responsibility and leaves work for others.

Often late. Leaves people waiting unnecessarily or puts people under pressure with unrealistic timeframes.

E Excellence

Chooses to take a positive, will-do attitude. Looks for solutions. Uses positive words and actions to good effect.

Aims for the best results, always learning, developing skills, knowledge, and ways of doing things, and helping others to.

Consistently follows agreed, safe, best-practice.

Seeks, welcomes and gives constructive feedback, speaks up when they have a concern, coaches others' behaviour.

**Part of a positive culture
of high achievement**

Things are always improving

Safe

**We are role models who
are open to feedback**

A negative attitude, often moaning, complaining or grumpy. Focuses on problems.

Assumes they know best, resists change, not interested in learning or developing. Happy with 'good enough'.

Inconsistent, cuts corners, closed to new evidence.

Blames. Closed to feedback. By not speaking up about poor behaviour or unsafe practice they condone it.