



# Mulungu

Mulungu Aboriginal Corporation Primary Health Care Service

<b>Position Title:</b>	Registered Nurse – Child Health
<b>Classification Level:</b>	Registered Nurse Level 5 (Nurses Award 2010)
<b>Date of Review / Approval:</b>	February 2021

## PART A: POSITION SPECIFICATIONS

### 1. Operational Management Environment

Mulungu is an Aboriginal Community Controlled Health Service aimed at responding and providing Health and wellbeing services to a designated geographical area within Mareeba and surrounding districts. Mulungu has three tiers Health Services, Family Services and Corporate Services which deliver appropriate services under the one banner and work in cohesion to deliver outcomes for our communities.

This position is located within the Mulungu Aboriginal Corporation Family Services and forms part of the Health Services and Family Services Program areas, which aims to improve outcomes for Aboriginal and Torres Strait Islander mothers and their children by improving access to culturally appropriate integrated child and maternal health services and programs.

This service strives to strengthen Aboriginal and Torres Strait Islander mothers and their children by developing the capacity and capability of parenting and family support, integrated early childhood education and care, and child and maternal health services.

### 2. Purpose of the Position

The purpose of the Child Health Nurse is to enhance the organisations capacity to deliver holistic SEWB, maternal and child health services. Provide education and training as identified to staff, parents, ante and post-natal clients, and youth.

### 3. Scope of the Position

The position of Registered Nurse will deliver:

1. Leadership – Work within the multi-disciplinary Family Services Team to:
  - Deliver and coordinate Maternal and Child Health services to target

population

- Work at an advanced clinical level with an evidenced based framework.

## 2. Compliance Standards

- Maintain client records and systems
- RACGP standards
- Mulungu Policy & Procedure
- LogiQC tasks
- Efficient and effective use of resources

## 3. Reporting: Assist in the data collection and maintenance of Mulungu Reporting by participating as required

- the Health/Family Services Team meetings
- relevant clinical reviews and audits.

## 4. Organisational Structure and Reporting Relationships

The position of the Registered Nurse is accountable to the Health Services Manager for service delivery and the Project Officer Strong Parent, Strong Children More Resilient Communities for data. This position forms part of the team to deliver a broad range of services which meets the Strategic objectives Mulungu.

The organisational chart details where the position is located within the wider organisational structure.

## 5. Primary Duties and Responsibilities

- Quarterly reporting against the 6monthly nKPI
- Monthly reporting to the Project Officer Strong Parent, Strong Children More Resilient Communities on the progression of service delivery
- Contribute to the ongoing quality improvement in the Quality Coordinator Software.
- Maintain awareness of current and new legislation to ensure business is complying with all statutory and regulatory obligations. Support informed and appropriate changes to systems and procedures as required.
- Review and evaluate own practice by participating in performance development processes and be willing to undertake further training or studies as per recommended actions from your Individual Work Plan.
- Adopt and implement quality improvement processes and local strategies as identified to improve client and Mulungu outcomes.
- Comply with Human Resource Policy and Procedures, Work Health and Safety and Antidiscrimination as applied in the work environment.
- Deliver Maternal and Child Health services at an advanced clinical level within an evidenced based framework.

- Deliver culturally appropriate child and family health services including:
  - Antenatal and Postnatal Care
  - Child Health monitoring, early detection and intervention
  - Plan and manage identified client care
  - Advocate for identified client needs.
- Provide clear and easily understood verbal and written communication to clients, including electronic and written communication
- Actively participate in case conferences and care planning
- Initiate and support child and family health education and community health promotion activities
- To assist through empowerment, Aboriginal & Torres Strait Islander peoples to take greater control of health issues affecting them.
- Act within the practice and nursing code of ethics and appropriate level of clinical competence at all times.
  - Maintain awareness of current evidence and research on clinical practices and inform/educate other practice staff.
  - Recommend change systems and procedures to ensure compliance with best available evidence as applicable.
- Provide a mentoring role within the organisation
- Undertake other duties as required.
- Legend = Purple reporting, Red = QI, Green = Client Servicing, Brown = Leadership

## PART B: PERSON SPECIFICATIONS

### 1. Education, Qualifications and Experience

#### Essential

- Must maintain current APHRA registration.
- Must maintain and provide evidence of current Professional Indemnity cover
- Demonstrated understanding of the needs of a community controlled organisation and Primary Health Care service delivery.
- Immunisation Endorsement, or commitment to attain
- Qualifications – Maternal & Child Health and /or Midwifery.
- Knowledge of chronic disease management, asthma management, enhanced primary care items, infection control, CPR and emergency resuscitation techniques, equipment and drugs.
- Demonstrated interpersonal and communication skills with the ability to work in a multi-disciplinary team structure.
- Knowledge of and commitment to the principles of continuous quality improvement and integrated risk management.

## **Desirable**

- Experience in a similar role as Registered Nurse or community-based nursing.
- Experience working with Aboriginal & Torres Strait Islander cultures, communicating in a sensitive and effective manner
- Minimum of five year's nursing experience, preferably in a community-based role.
- Competence in the use of relevant equipment and software – Medical Director, Pracsoft & PC clinical audit tool.
- Training or experience in Billing Medicare item numbers & EPC Medicare items.
- Member of APNA or RCNA or equivalent National Body

## **2. Skills, Knowledge and Ability**

- Demonstrate a knowledge of and compliance with all relevant legislation and common law obligations affecting nursing.
- Demonstrate knowledge of policies and procedural guidelines that have legal implications, for example, ensure documentation conforms to legal requirements.
- Practice only within the limits of their educational preparation and competence.
- Identify and respond to unsafe practice, for example, implement interventions to prevent unsafe practice and/or contravention of law.
- Demonstrated client-focused approach in service provision with genuine empathy and interest in their needs.
- Excellent interpersonal and communication skills across all ages and social groups.
- Be always well presented, friendly, courteous and obliging. Represent the practice in a confident and positive manner at all times.
- Undertake all duties in a diligent manner, with honesty and integrity.
- Maintain absolute confidentiality regarding client and practice information.
- Have a vigilant attitude to accuracy, being prepared to double check as necessary.
- Ability to work cooperatively and independently and ability to prioritise and organise, with attention to detail.
- Demonstrated commitment to ongoing professional development.

## **3. Standards of Practice**

- Evidence of current registration.
- Maintenance and evidence of core competencies.
- Evidence of ongoing professional development relevant to qualifications and scope of practice.

## **4. Additional Factors**

- Possession of a current 'C' Class Driver's Licence (Queensland) is required.

- Must have current indemnity insurance.
- Must undergo Australian Federal Police Check.

### **PART C: SELECTION CRITERIA**

- SC 1** Bachelor of Nursing or a Degree in Health Science or its equivalent with Immunisation endorsement.
- SC 2** Experience working with Aboriginal and / or Torres Strait Islander communities and demonstrated knowledge of Aboriginal and Torres Strait Islander culture and their health needs.
- SC 3** Knowledge of and demonstrated experience in working within a primary health care context.
- SC 4** Demonstrated interpersonal and communication skills with the ability to work in a multi-disciplinary team structure.
- SC 5** Knowledge of and commitment to the principles of continuous quality improvement and integrated risk management.
- SC 6** Knowledge of Workplace Health and Safety legislation and the Equal Employment Opportunity and Antidiscrimination Acts.

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The preceding information is an accurate statement of the requirements and employment of this position, at this time.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Chief Executive Officer)

I have read and understand the duties and requirements of the position as described in this position description and agree to be employed under such conditions and the relevant Award.

Employee's Signature \_\_\_\_\_ Date \_\_\_\_\_