

## Position Description

<b>Title:</b>	<b>Nurse Practitioner</b>
<b>Base:</b>	<b>Waikanae Health, Marae Lane and Te Moana Road, Waikanae</b>
<b>Reports to:</b>	<b>Business Manager</b>
<b>Accountable:</b>	<b>Business Manager, Office Manager, Admin Support Manager, Partners</b>
<b>Direct reports:</b>	<b>Nil</b>
<b>Hours:</b>	<b>40 per week</b>

### Health Care Home summary

Waikanae Health is a Health Care Home practice. Health Care Home is a primary care led initiative that supports general practice to increase accessibility for patients, to GPs and nurses, focusing on -

- Improving access by offering alternative options for patients to communicate with their GP or nurse via a patient portal;
- Targeting of face to face consultations to those that need them most;
- Proactive care planning;
- Providing longer appointments for those with more complex needs;
- Valuing patient and clinician time to ensure both are used effectively;
- Shifting general practice from a reactive service to one where consultations, where possible, are planned with the patient; and
- Removing waste in practice systems and processes that add no value to the patient the practice or the system.

### Job Summary

To provide advanced clinical expertise and leadership in order to enhance patient treatment and care planning within the patient demographic of Waikanae Health. This is provided within an interdisciplinary model that best meets the patient requirements and is in line with the vision and values of Capital and Coast District Health Board (CCDHB).

**Areas of responsibility include, but not exclusive to -****Clinical Practice**

- Demonstrates effective clinical management of patient's with long-term medical condition within scope of practise
- Utilises current research and evidence based, advanced holistic assessment and diagnostic reasoning to form sound professional judgements in practice and consults as required.
- Uses knowledge of pathophysiology and pharmacology, and advanced holistic clinical assessment skills to perform diagnoses and to plan care
- Orders and interprets appropriate diagnostic and laboratory tests and explains the necessity, preparation, nature and anticipated effects of procedure(s) to patients, patient's family, staff, and other members of the health care team
- Effectively manages own caseload.
- Performs therapeutic or diagnostic procedures based upon patient's clinical status and document patient's response to the procedure(s)
- Practices as a member of the interdisciplinary team to improve outcomes for clients with long-term medical conditions.
- Upholds the Treaty of Waitangi and cultural safety in nursing
- Contributes to a culturally safe environment
- Identifies educational needs of the patient, patient's family and nursing staff and participates in teaching opportunities.
- Maintains and supports expertise in nursing practice
- Advocates on behalf of patient/family/ colleagues as appropriate
- Assists the interdisciplinary team with decision-making related to medico-legal and ethical issues
- Care delivery maintains continuity of plan and provider and refers as required
- Innovative approaches are utilised as necessary to meet client needs

## **Clinical Leadership and Consultancy**

### ***Demonstrates effective and clinical leadership and consultancy***

- Takes a leadership role in complex clinical Primary care situations across settings and disciplines and follows through with required change to systems and processes as necessary Is recognised as an authority on long-term condition management locally and nationally
- Collaborates and leads effectively within the multidisciplinary team
- Briefs colleagues on relevant trends and issues
- Demonstrates skilled mentoring/ coaching and teaching
- Undertakes clinical supervision
- Handles problems and complaints sensitively

### ***Provides expert advice***

- Acts as a consultant for long-term condition care and management within the scope of practice
- Recommends appropriate Primary care products
- Acts a specialty consultant nationally and internationally

### ***Interprofessional health care***

- Promotes nursing contribution to health care
- Collaborates across the care continuum with relevant multidisciplinary and intersectional groups to take a co-ordinated and evaluative approach to care delivery

### ***Conducts and/or participates in relevant research***

- Relevant nursing and related research is critiqued and reflected in education and practice
- Presents and publishes research which challenges practice at local and national level

***Develops and influences health/ socio-economic policies and nursing practice***

- Contributes to policy development related to long-term condition management locally and contributes nationally
- Represents nursing at a strategic level in planning

***Develops self and others***

- Performance management is regularly undertaken and feed back is utilised
- Education plan is in place and pursued
- Leads nursing education in team
- Conducts and documents regular case review
- Contributes to clinical component of performance management of critical care complex team members

**Nursing Practice Development/ Quality activities*****Works with nursing staff to continuously improve nursing practice and patient outcomes in all areas related to long-term condition management***

- Participates in the development of the nursing plans and relevant line plans and ongoing improvement activities
- Participates in relevant education programmes and improvement projects
- Continuously improves care processes to improve patient outcomes and documents
- Champions quality improvement methodology with a focus on high standards of care
- Aligns with DHB strategic direction as outlined in the District Annual Plan and Nursing Strategic Plan

***Reflects and critiques the practice of self and others***

- Participates in peer review, case review and debriefing activities

***Actively manages risk***

- Provides expert advice to investigations, assessment of practice and reviews outcomes.
- Collaborates on changes to practice and follow ups as required

## **Health and Safety Recognises individual responsibility for workplace Health & Safety under the Health and Safety Act 1992**

- Actively contributes to a therapeutic environment
- Contributing to the identification of specifications, trials and purchase of new equipment
- Contributing to the identification of possible research/quality projects and participate in the development, implementation and feedback
- Contributing to the development and reviewing of standards of practice, protocols and policies
- Ensures a safe working environment and safe working practices
- Plans, leads, organises and controls Health & Safety activities directed at preventing harm in the workplace, in consultation with employees and Health & Safety representatives
- Ensures that all accidents/incidents in the workplace are reported, investigated and that hazards are recognised and adequate controls put in place
- Ensures compliance with protocols regarding safety and emergency issues.
- Workplace hazards are identified and reported including self-management of hazards where appropriate
- Can identify Health and Safety representative for area

## **Cultural Safety**

- Actively demonstrates commitment to the Treaty of Waitangi principles
- Respect, sensitivity, cultural awareness is evident in interpersonal relationships.
- Our cultural differences are acknowledged by respecting spiritual beliefs, cultural practices and lifestyle choices.
- Promotes strategies for Waikanae Health that assists to positively impact on health disparities for Maori and Pacific Island populations.

### **Communication and interpersonal skills**

- Communicate with a variety of health professionals within and external to CCDHB. You are required to have excellent communication and negotiation skills so that appropriate and timely clinical care can be provided in a cohesive manner from a range of services across continuum of care.
- Be required to interact on a frequent basis with a range of CMDHB staff members including the following groups: Senior Medical Officers, Registered Medical Officers, House Surgeons, Charge Nurse Managers and Charge Nurse Midwives, Clinical Nurse Specialists, Nurse Educators, Clinical Nurse Advisors, Nursing Staff, Physiotherapists, Occupational Therapists, Dieticians, Social Workers, Speech Language Therapists, Psychiatric Services, Cultural Support, Interpreting Services, Project Manager Patient.
- Internally there will be frequent contact with Nurse Manager, Business Manager, Partners, Office Manager, Admin Support Manager, Associate Doctors and Reception Team
- Situations may often call for tact, diplomacy and will require information to be handled in a discreet and sensitive manner.
- In conflict situations will be required to exercise sound judgement

### **Problem Complexity**

- The Nurse Practitioner will be regularly challenged by a wide range of complex and unpredictable clinical problems and issues related to the management of long-term conditions within the primary settings. There will be demands to meet deadlines, and maintain accuracy and quality of information.
- There will be a requirement to be able to prioritise issues and negotiate time frames, while still providing a quality customer service.
- The range of problems will be diverse and require solutions customised to meet the circumstances of the patient/family.

**Scope for action**

- The Nurse Practitioner will be required to initiate and develop innovative approaches to problem solving and utilise the skills of other disciplines and team members to co-ordinate and resolve problems.
- They will need to negotiate with and co-ordinate a variety of staff at all levels across the continuum of care and will frequently need to develop individual solutions for each issue and problem.
- They are empowered to make decisions or recommendations relating to long-term condition management.
- Discretion is required to be exercised in releasing confidential information to the appropriate parties.

Date this document was agreed upon:

Signed: \_\_\_\_\_ (Employee)

Signed: \_\_\_\_\_ (Manager)