

## POSITION DESCRIPTION

SEPC's Mission: *Supporting people with a life-limiting illness to live with dignity.*

<b>Department:</b>	CLINICAL TEAM
<b>Position Title:</b>	Nurse Practitioner Candidate – Palliative Care
<b>Award:</b>	Nurses Award: current substantive grade
<b>Hours of Duty:</b>	Monday – Friday: 22.8 hours per week
<b>Responsible to:</b>	Clinical Operations Manager
<b>Performance Appraisal:</b>	Initially first 3 months then ongoing
<b>Essential Educational Qualifications:</b>	<ul style="list-style-type: none"> <li>• Undergraduate / postgraduate qualification(s) in nursing.</li> <li>• Postgraduate Diploma or higher qualification in nursing / palliative care (or working towards same).</li> </ul>
<b>Desirable Educational Qualifications:</b>	<ul style="list-style-type: none"> <li>• Demonstrable knowledge and/or experience in palliative care for a minimum period of 5 years.</li> <li>• Postgraduate qualification in palliative care.</li> </ul>
<b>Essential key selection criteria:</b>	<hr/> <ul style="list-style-type: none"> <li>• Registered Nurse holding a current practice certificate from the Nurses Board of Victoria with at least 5 years post qualification experience</li> <li>• Demonstrable senior experience in the provision of specialist palliative care</li> <li>• Preferably have experience of working in a community setting</li> <li>• Have, or be working towards, a Masters Degree in Nursing / Palliative Care</li> <li>• Provide evidence of high level verbal and written communication skills</li> <li>• Demonstrable high level ability for professional dialogue with senior clinicians</li> <li>• Demonstrable ability to work autonomously when required</li> <li>• Demonstrable ability to work effectively within an interdisciplinary team</li> <li>• Hold a current Victorian driver's licence</li> <li>• Commitment to work within organisational philosophy and values.</li> </ul> <hr/>
<b>Accountability Objective</b>	The Nurse Practitioner Candidate–Palliative Care (NPC-PC) is a Division 1 Registered Nurse who is responsible for providing

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comprehensive, advanced nursing practice, within the domain of community-based palliative care. The NPC-PC will be working towards fulfilling the necessary criteria for endorsement as a Nurse Practitioner by the Nurses Board of Victoria.

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### Position Summary

- The NPC-PC role formally builds on and extends the role of the advanced level Registered Nurse and enables them to expand their scope of clinical practice within a supportive and educative clinical environment. The aim is to enhance the provision of specialist community-based palliative care, addressing the needs of clients and their carers, including their need for diverse options in health care, responsiveness, improved service access, care coordination and increased flexibility in models of health care delivery (see Metro7 Collaborative Service Model document 2009).
- The NPC-PC role provides a client focused service in collaboration with other medical and health care professionals, resulting in safe, evidence based, efficient, cost effective and best possible client care.
- The NPC-PC will draw upon their professional competencies to improve clinical service outcomes through effective research and quality improvement activities.
- The NPC-PC has the authority, accountability and responsibility for using advanced concepts of palliative care nursing to ensure expert service provision to clients and carers.
- The NPC-PC is a nursing leader who demonstrates abilities in critical thinking, human relations, clinical skills, ethical decision making, problem analysis, systems analysis, long and short term strategic planning and visioning and proactive professional behaviours.
- The NPC-PC will work in close collaboration on a day-to-day basis with clinical staff and external agencies, developing and maintaining partnership working relationships with other providers of palliative care.

The NPC-PC is responsible for:

- developing and maintaining collegial relationships between nursing, medical and allied care staff
- continuing development and maintenance of own clinical competence in collaboration with colleagues
- consulting and collaborating with other health care professionals to ensure optimal client care
- developing and maintaining partnerships with relevant community groups.

At SEPC, the NPC-PC model of care will specifically focus upon meeting the following identified gap(s):

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## Position Specific Roles

### Clinical Practice

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The Nurse Practitioner Candidate-Palliative Care will:

- Possess, develop and maintain advanced clinical knowledge and skills
- Practice within a framework of evidence based clinical practice guidelines
- Demonstrate evidence of knowledge and skill in best practice and research based care
- Collaborate and consult with the clients, staff and other stakeholders to maintain an integrated approach to client care
- Demonstrate high level interpersonal communication skills promoting collaborative practice
- Demonstrate advanced holistic nursing expertise in clinical judgement appropriate to the client group
- Respect the rights of individuals from diverse cultural and linguistic backgrounds and act as an advocate for these clients and groups
- Initiate, implement and evaluate care of clients within the scope of practice in consultation with other members of the interdisciplinary team
- Develop a comprehensive understanding of specific pharmaceuticals and diagnostic tests related to palliative care
- Demonstrate ability to perform and interpret comprehensive client assessment including diagnosis and treatment of clients presenting with acute/complex illness situations within the specified scope of practice and in collaboration with other members of the interdisciplinary team
- Demonstrate knowledge and skill related to extended role and policies such as pharmaceuticals, prescribing of medicines and ordering/interpreting of diagnostic tests
- Maintain accurate, clear, current, ethical and legal client records that comply with organisational standards
- Assist in preparation of reports and submissions as required
- Interact and build partnerships with other health care services and professional bodies
- Attend clinical meetings as required.

### Professional Development / Candidature Program

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The Nurse Practitioner Candidate-Palliative Care will:

- Negotiate and sign Statement of Intent with Clinical Mentor(s) identifying roles and responsibilities
- Develop, document and implement Personal Learning Plan to enable successful completion of NPC Curriculum.
- Provide written Candidacy Report every three months.

- Maintain a Log Book of cases during NPC Program.
- Develop and maintain a professional practice portfolio containing evidence of qualifications and learning and practice experiences that underpin a demonstrable application of knowledge and skills commensurate with the level of autonomy, decision making authority and influence of recommendations expected of the role.

## **Clinical Leadership**

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The Nurse Practitioner Candidate-Palliative Care will:

- Develop and contribute to the development of policies, procedures and clinical guidelines relating to the practice of community-based palliative care that are evidence based and reflect contemporary practice
- Initiate and develop models of care that improve client outcomes, continuity, accessibility and timeliness of care
- Role model high standards of nursing care, communication and clinical practice
- Provide clinical leadership in palliative care and demonstrate leadership qualities to all health professionals
- Act as an advocate, mentor, clinical teacher, resource and support person where required.

## **Research**

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The Nurse Practitioner Candidate-Palliative Care will:

- Contribute clinical expertise to research and learning environments
- Foster a culture that supports research and innovation.

## **Education**

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The Nurse Practitioner Candidate-Palliative Care will:

- Demonstrate self direction, motivation and commitment to own professional development in order to gain successful and continued endorsement as a Nurse Practitioner within an agreed timeframe
- Assist with motivating staff to participate in staff development programs
- Participate in staff education and professional development as required
- Plan, conduct and evaluate education sessions for individuals, clients, community groups and health care professionals in a variety of settings.

## **Professional**

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The Nurse Practitioner Candidate-Palliative Care will:

- Demonstrate knowledge and understanding of the legislative and professional boundaries and standards of the NPC, the Australian Nursing and Midwifery Council and the organisation
- Maintain confidentiality of information relating to client care
- Promote the Nurse Practitioner's role through presentations,

- publications and participation in professional forums
- Incorporate client advocacy into professional practice
- Contribute to professional partnerships
- Participate in professional development activities that will promote growth and development of the Nurse Practitioner position and benefit other nursing staff.

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**Management**

The Nurse Practitioner Candidate-Palliative Care will:

- Maintain the organisation's defined principles of client management
- Initiate development and review of policies, procedures, protocols and clinical practice guidelines
- Participate in nursing and interdisciplinary meetings as required.

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**Quality**

The Nurse Practitioner Candidate-Palliative Care will:

- Participate in policy and document review or development pertinent to client care and safety
- Participate and contribute to organisational wide accreditation programs.

**Agreement:**

I have read, understood and agree to comply with this position description.

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date Reviewed:**