

This position description is a guide and will vary from time to time, and between services and/or units to meet changing service need

Clinical Nurse Specialist Paediatrics August 2022

Te Whatu Ora Te Tai Poutini is committed to the principles of Te Tiriti o Waitangi|Treaty of Waitangi and the objectives of all New Zealand Health and Disability strategies. This commitment prioritises meaningful engagement with Tangata Whenua at strategic and operational service levels and recognises that all staff have a responsibility to help eliminate disparities in health outcomes between Māori and non-Māori.

Position Title:	Clinical Nurse Specialist Paediatrie	cs (0.8 FTE)			
Reports daily to:	Operationally: Clinical Nurse Manager Acute Zone Professionally: Nurse Director Operations				
Key Relationships:	 Internal: Consumers, family/whānau and carers Maori Providers All Te Whatu Ora Te Tai Poutini staff including staff from other disciplines. Central Region leadership (i.e. Director of Nursing, Nurse Directors, Nurse Consultants, Duty Nurse Managers, Safe staffing/CCDM Coordinators, Allied Health, Operational managers) Nurse Educators Workforce Team Maternity services, Neonatal Outreach Surgeons Anaesthetists Registered Medical Officers SST staff Service Managers Registered / Enrolled Nurses /Health Care Assistants/Kaiawhina CBU Quality Team 	 External: Community stakeholders Te Whatu Ora Canterbury West Coast Primary Health Organisation (PHO) ARC facilities Education Providers Universities Polytechnics National Speciality Groups South Island Alliance Oranga Tamariki Parfitt Kids West Coast Paediatric Charity 			
Role Purpose:	 The CNS Paediatrics works across the whole organisation providing a holistic, whanau-based service to patients, families and health care teams. The CNS paediatrics will provide direct care to paediatric patients both in the outpatient/community setting and in hospital. The role will and extend into educator, care coordinator/case manager, advisor, leader and change agent, in the pursuit of our rural generalist model of care and improved health outcomes for children and their families/whanau. Provides clinical nursing leadership, support to teams and advice Increases the effectiveness and equity of paediatric care delivery by leading and developing quality improvement projects and facilitating development and maintenance of frameworks for policy/process and education Works alongside staff working with children in the organisation to ensure clarity and consistency of process Facilitates nursing input into paediatric policies and care delivery framework decisions 				

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	s to meet changing service need				
	Facilitates outpatient clinics and coordination of planned care in conjunction with our				
	partners				
	Incorporates the art and science of contemporary nursing to deliver expert Clinical				
	practice to paediatric patients who require acute and non-acute care management and				
	diagnostic procedures: thereby facilitating optimum service delivery and patient				
	outcomes.				
	 Acts as an expert practitioner, uses and facilitates evidence based practice which is visionary, creative and appropriate to the service. Provides a seamless transalpine relationship with Te Whatu Ora Canterbury colleagues 				
	• Identifies, facilitates, provides and evaluates educational processes to enhance the knowledge and competencies of health professionals and consumer groups within the service.				
	• Provides expert clinical advice to patients, carers and other health professionals within a defined speciality.				
	Develops, facilitates implementation and evaluates care management				
	• Provides clinical patient care in the unit as sole practitioner as required.				
Complexity:	 Demonstrates an ability and responsibility to function as an autonomous clinical practitioner. 				
	 Provides clinical nursing knowledge to advance the paediatric service within a rural generalist model across the entire West Coast region 				
	• Establishes and maintains effective communication with all members of the health care team and consumer groups in order to achieve appropriate, continuous and co-ordinated patient care.				
	In collaboration with the health care teams, formulates plans of care for patients with multiple health problems.				
	Facilitates, implements, monitors and evaluates planed outcomes with the multi- disciplinary teams.				
	Consults with health professionals internal and external to Te Tai Poutini				
	• Encourages, supports and facilitates clinicians (primary/secondary care) in the day to day management of paediatric patients.				
	Maintains a close working relationship with the midwifery team and neonatal outreach staff				
	• Collaborates with Clinical Nurse Manager (CNM/ACNM) ED to ensure a quality improvement programme that is endorsed and supported by all health care professional involved in the delivery of care to paediatric patients.				
	Provides support and facilitates the professional development of clinical nurses and assists the CNM of the acute zone where appropriate with tasks eg. Appraisals				
	Acts as a resource person for patient care technology.				
	Responds to the health care information needs of the community.				



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Promote access of relevant clinical information systems to support evidence based practice
• Provides telephone consultation to families and child care providers in the community as issues arise.
• Values the importance and links families/Whanau, children and primary health care providers to serve the paediatric community keeping the patient as close to home as possible.
• Educate children, their families and child care providers about child development, mental and physical health, safety, nutrition and oral health issues.
Assist CNM Acute Zone with Ministry reporting and keep up to date with Ministry quality initiatives.
Uses advanced health assessment skills in the assessment of patients and critiques own practice to maintain clinical competence.

ORGANISATIONAL VISION & VALUES:

Our vision is for an integrated West Coast health system that is clinically sustainable and fiscally viable; a health system that wraps care around a person and helps them to stay well in their community.

All activities of the WCDHB reflect the values of:

- Manaakitanga caring for others
- Whakapapa identity
- Integrity
- Respect
- Accountability
- Valuing people
- Fairness
- Whanaungatanga family and relationships
- Pono truth

He mihi

E ngā mana E ngā reo E ngā iwi o te motu Tēnei te mihi ki a koutou katoa

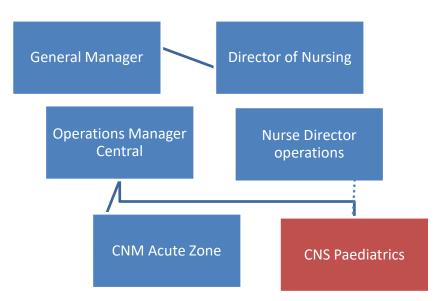
He whakatauki

Ko tau rourou, ko taku rourou, ka ora ai te iwi With your contribution and my contribution, we will be better able to serve the people.

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PLACE IN THE ORGANISATION:



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KEY ACCOUNTABILITIES:

		The Clinical Nurse Specialist will be successful when:	
responsible for:			
1.	Professional responsibility Promoting a quality	• Role models and reinforces team responsibility for ensuring own decisions, practice, and conduct meets the professional, ethical, and legal standards outlined in relevant legislation, codes of conduct, and organisational policy	
	practice environment that supports the teams' abilities to provide safe, effective, ethical, and culturally competent practice.	• Role models and leads adherence to all WCDHB policies and procedures, and practice in accordance with relevant ethical frameworks	
		 Identifies, discusses, documents, and manages ethical issues with line manager 	
		 Role models and promotes practice that is deemed by all patients and family to be culturally safe 	
		 Role models and promotes practice that is deemed by tangata whenua and whānau to be culturally safe and based on the principles within the Treaty of Waitangi in order to achieve equity of health outcomes for Māori 	
	Complying with all WCDHB policies and procedures.	 Contributes to an environment that values and prioritises the access, leadership, and needs of tangata whenua/Māori and all Pacific peoples, including the achievement of equitable health outcomes 	
	Demonstrating evidence-based knowledge and clinical	Role models and promotes professional communication, decision-making, accountability, and autonomy	
	judgement. Accepting accountability for own actions and decisions.	• Role models and promotes accountability for directing, monitoring, and evaluating nursing care that is provided by nurse assistants, Enrolled Nurses, and others; and utilising more experienced members of the health care team to assist with problem solving and setting priorities	
		 Represents the organisation and the nursing profession positively; projecting a professional image of nursing both inside and outside the organisation 	
		 Promotes an environment that enables patient and staff safety and independence. 	
		Briefs line manager and team regarding any emerging issues	
		 Refers all matters and concerns related to professional practice to line manager and relevant Executive Clinical Lead (i.e. Nursing Director operations), including: Deficiencies in quality care and professional standards Incidents related to consumers, which may affect wellbeing Matters of noncompliance with the WCDHB's policies and procedures Matters of unresolved staff conflict Security breaches and quality standards failure 	
2.	Management of nursing care Promoting an environment that contributes to ongoing demonstration and evaluation of nursing competencies.	 Promotes: planned, effective, timely, clinical management of patients to enable: Person/Child focused/whānau led care Excellence in Māori health and disability outcomes Excellence in rural health and disability outcomes The WCDHB's vision and values Works in collaboration/partnership with with the Te Whatu Ora Te Tai Poutini Hauora Māori Health Team and others to develop strategies aimed at achieving equity for Māori children and whanau within the service 	
	Promoting evidence- based nursing knowledge in the holistic	• Utilises current research and evidence-based practice to support effective, collaborative decision-making regarding the care of patients within the service. This decision making includes holistic:	

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management of clinical	
care.	 Assessment Diagnostic inquiry
	Planning
	 Interventions/treatment
	Evaluation of clinical care
Working with patients, family/whānau, and other health professionals to provide timely access to	 Promotes evidence-based, approved assessment tools to inform assessment
care in order to optimise outcomes. Role models professional	 Promotes an organisational environment that values and prioritises the input of all consumers and their families/whānau/community; ensuring that consumers and their whānau are active and informed partners in the
communication and negotiation skills to ensure appropriate and timely	holistic planning and delivery of their care (with a focus on prevention and continuity)
care from a range of services is coordinated in	 Supports the team to collaboratively identify health promotion and care management goals that are important to the patient and their whānau
a cohesive way across the care continuum;	 Effectively and safely prioritises and manages care coordination and own caseload
embedding integration of services. Promoting accurate and professional	 Supports the care team to explain the rationale, preparation, nature, and anticipated effects of any tests and/or therapies to the patient, their whānau, and other members of the care team. Promotes documentation of these conversations as well as the patient response to these interventions.
documentation and maintenance of data	 Encourages the care team to work in partnership with the patient/whānau to link into relevant Māori Health services
security at all times.	
Preventing, managing, and escalating matters of clinical risk appropriately.	 Ensures the patient and their whānau are provided with culturally and cognitively appropriate information about: their rights, the range of treatment options available, and the effects and risks associated with these treatment options; seeking and documenting informed consent
	 Supports the care team to identify patient/whānau educational needs to improve health literacy and empower wellness
	 Provides education to patients and whānau effectively by assessing learning readiness, and evaluating existing knowledge and determinants of health that may impact on learning and utilisation of new knowledge
	Advocates on behalf of the patient, whanau, and/or team as appropriate
	 When Identifying barriers related to access of services and patient satisfaction works with the CNM and interprofessional team to remove these
	 Communicates, collaborates, and coordinates care with other health professionals to ensure best outcomes for patients and their whānau
	• Uses advanced nursing skills to establish and negotiate meaningful, strategic relationships with colleagues from all relevant services (internal and external the WCDHB). Relationships are formed based on mutual, patient-centred goals. Works proactively to maintain these.
	• Facilitates care planning in collaboration with the interprofessional team, including cross-sectorial team members; communicating and coordinating referrals to appropriate services and seeking advice from others as required
	• Coordinates regular interprofessional reviews of patient care In partnership with the patient, their whānau, and the interprofessional team; evaluating the patients care plan to ensure it is achieving the planned, prioritised care management goals

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care te	Supporting the wider care team to provide safe, effective,	•	Promotes referrals to other members of the health care team in a timely manner
	integrated care that is also sustainable.		Promotes a nursing perspective within the care team
5.	Supporting and facilitating the development of others Working alongside others to help develop their practice by: sharing own knowledge and experiences, preceptoring, coaching, mentoring, and guiding. This includes supporting students, new graduates, and new members of staff.	• • • • •	Prioritises own workload to free up time to support and assist others in the team Works alongside staff to skilfully coach, guide, and mentor in order to support practice development of an individual and/or team Promotes a practice environment that encourages learning and evidence- based practice Educates colleagues, students, and other staff according to Te Whatu Ora Te Tai Poutini policy and procedure, and in collaboration with others Ensures a quality standard of preceptorship is maintained when working alongside others to enhance their skills and experience Utilises contemporary teaching principles and learning models, as outlined by the WCDHB and/or relevant educational body Demonstrates a willingness to support colleagues who are in their first year of practice, utilising the NETP and PDRP programme frameworks Promotes de-fusing and de-briefing activities within the service and outside the service (as requested), as well as professional/clinical supervision as an important form of professional development
6.	Quality/Health and safety	•	enabling quality care, and promoting retention of a satisfied workforce Collaborates and participates with colleagues and members of the health care team to facilitate and co-ordinate care
	To participate in inter- professional health care and quality improvement	•	Recognises and values the roles and skills of all members of the health care team in the delivery of care Initiates referrals to other members of the health care team in a timely manner Consistently participates and where appropriate co-ordinates multi-
		•	disciplinary team meetings and family conferences, representing the nursing perspective of patient needs, and enacting outcomes appropriately Participates in activities which monitor/audit delivery of quality patient care e.g. certification processes, and current or retrospective nursing audits
		•	May be the ward/department representative on professional nursing and/or other committees Shares specialist knowledge and networks with nursing colleagues within
		•	and external to Te Whatu Ora When required, assists in formulating and reviewing nursing standards, procedures and guidelines
		•	Develops and/or participates in activities which monitor and audit nursing practice and quality patient health outcomes Demonstrates competence in emergency procedures, e.g. fire, and CPR

8. Professional

Demonstrates

in the management of

the Code of Health &

Disability Services

Consumers Rights.

nursing care embodying

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- Identifies, takes appropriate action and promptly reports clinical, • Occupational Safety & Health and security incidents
- Assists in the maintenance of ward equipment and where necessary, promptly reports unsafe or malfunctioning equipment
- Maintains standards for safety, hygiene and medico-legal requirements
- 7. Resource utilisation and Alongside the CNM, accepts fiscal responsibility regarding allocated • financial performance resources to optimise the provision of high quality, cost-effective, rural health care Promoting a sustainable work environment that is With guidance from the CNM, advises and provides direction on best use • fiscally responsible. of resources to meet the service's strategic direction and commitments contained in the WCDHB's Annual Plan Supporting the effective management of equipment Assists the CNM to ensure equipment is maintained in a serviceable and • resources to enable high cost-efficient manner quality care. Supports the efficient use and ordering of centralised supplies to ensure • adequate stocks are maintained within agreed levels Ensures the accuracy of personal timesheets and manages leave in • accordance to policy and procedure Provides planned nursing care to achieve identified outcomes •
 - Accountability Undertakes a comprehensive and accurate nursing assessment of patients in a variety of settings professional accountability
 - Ensures documentation is accurate and maintains confidentiality of • information
 - Ensures the patient has adequate explanation of the effects, consequences and alternatives of proposed treatment options
 - Acts appropriately to protect oneself and others when faced with unexpected • patient responses, confrontation, personal threat or other crisis situations
 - Evaluates patient's progress toward expected outcomes in partnership with • patients
 - Validates and documents decision-making and outcomes based on nursing • knowledge and clinical experience
 - Recognises early and subtle changes in the patient's health status and/or • circumstances and intervene appropriately
 - Acknowledges own limitations of knowledge in complex situations and • utilises appropriate resource people when necessary
 - Provides health education appropriate to the needs of the patient within a nursing framework

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	 Teaches patients and family groups effectively by assessing learning readiness; providing teaching; evaluating knowledge and lifestyle changes and maximising opportunities for patient learning and independence Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care Continues to advance clinical knowledge and skills through self-learning, ward teachings, in-service education and external programmes as approved by his/her line manager Participates in teaching others, including students of nursing Maintains privacy and confidentiality at all times
 9. Own competence and professional development Maintaining competence according to the Nursing Council of New Zealand's competencies for Registered Nurses. Demonstrating a personal commitment to maintaining requirements of continuing competence, including professional development hours. 	 Maintains organisational requirements around mandatory training and other professional development requirements relevant to role Undertakes professional development activities as approved/requested by line manager, to keep abreast of current trends and issues in nursing Participates in own annual competence/performance review, with feedback utilised proactively as an opportunity for professional growth Maintains ongoing education at least to the level required to maintain own Annual Practising Certificate Notifies line manager of any changes to scope/conditions of practise Participates in regular peer review Participates in regular clinical/professional supervision to facilitate reflection and growth for self and others Holds and promotes relevant professional portfolios (i.e. PDRP and Takarangi Cultural Competency)
 Honouring diversity and challenging inequity Demonstrating commitment to Treaty of Waitangi principles when working with tangata whaiora and whānau. Consistently demonstrating awareness and sensitivity of cultural differences when working with patients and their whanau, and when working with clinical and non-clinical colleagues. 	 Role models culturally safe practice that reflects principles found in the Treaty of Waitangi, Tikanga Best Practice Guidelines, and Takarangi Cultural Competency Framework Recognises Māori as tangata whenua and works in collaboration with with the Te Whatu Ora Te Tai Poutini Hauora Māori Health Team and others to develop strategies aimed at achieving equity for Māori children and whanau within the service Consistently demonstrates awareness and sensitivity of cultural differences when working with consumers and their families/whānau, and when working with clinical and non-clinical colleagues across the organisation Consistently respects the spiritual beliefs, sexual orientation, and cultural practises of others, including colleagues Demonstrates care and respect for diversity in the workplace, including care and respect for internationally trained colleagues
11. Health and Safety	All Te Whatu Ora Te Tai Poutini staff are required to meet all Health & Safety requirements as described in the Health and Safety at Work Act (2015), and to observe all relevant WCDHB policies and procedures. This includes:

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Maintaining a high quality, safe, and secure work environment by following relevant WCDHB policies, protocols, and standards. Actively managing risk.	 Personal commitment to zero harm Reporting for duty in a fit state, free from the influence of alcohol or other drugs Ensuring personal health, safety, and wellbeing - and that of others Reporting and/or investigating actual or potential hazards via the Safety1st incident reporting system Assisting with responding to, and resolving, patient concerns or complaints in a way that is professional and sensitive Using all protective equipment provided, as appropriate Cooperating with the monitoring of workplace hazards, including attending all relevant safety training, contributing to the maintenance of hazards registers, and complying with all safety instructions Ensuring that all accidents or incidents are promptly reported to line manager(s) Reporting any pain or discomfort to the line manager(s) as soon as it develops Seeking advice from the line manager(s) if unsure of any work practices Complying with all health and safety policies when providing care in the community Complying with all organisational health and safety polices including those related to: handling of instruments, storage of medicines, disposal of sharps, and any other potentially dangerous equipment or substances
 12. Quality Ensuring a quality service is provided and taking an active role in quality activities, identifying areas of improvement. Actively managing threats to a quality service. 	 Every Te Whatu Ora Te Tai Poutini staff member is responsible for ensuring a quality service is provided. This includes: Identifying and actioning quality improvement activities in collaboration with line manager(s) and other key stakeholders Working collaboratively to achieve 100% compliance with relevant service audit schedule(s), including accreditation and other legislated compliance programmes Contributing to relevant audits in collaboration with key stakeholders to evaluate clinical standards and patient outcomes in accordance with national and organisational standards. This includes actively contributing to any initiatives aimed at addressing corrective actions. Supporting timely investigation and management of complaints Contributing to the development of relevant policies and procedures as required Supporting colleagues and members of the interprofessional team to develop and implement ideas for practice innovations Working alongside the Te Whatu Ora Te Tai Poutini Quality Team and the Clinical Quality Improvement Team (CQIT) to implement initiatives aimed at improving the patient journey and care standards
13. Special projects and other duties	 Is a member of groups and/or committees as directed by line manager Fulfils the role of resource person with regards to particular interest areas, as approved by line manager Deputises for line manager as required Receives delegations from line manager as required
14. Reporting line, base, hours of work, and work resources	Reports daily to line managerNegotiates all hours of work with line manager

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Maintains appropriate practice hours to maintain continuing competence requirements and an Annual Practising Certificate Notifies line manager of any changes to scope/conditions of practise Meets monthly with line manager to review progress against key deliverables Ensures that all monthly reporting is timely and accurate

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PERSON SPECIFICATION:

Qualifications & Experience :				
 Essential New Zealand Registered Nurse with a current Annual Practising Certificate with no conditions on practise that may prevent ability to fulfil requirements of the role PDRP or working towards Have relevant experience in Paediatric nursing Minimum 4 years' post-registration experience Has ability to work with Children Completion of, or personal commitment to undertake, cultural competency training Full 'clean' NZ driver's license and the ability to drive a manual transmission vehicle maybe required Computer literacy (i.e. Microsoft suite) 	 Desirable Have vast experience in Paediatric nursing Completed ENPC or APLS Experience, understanding and passion for rural nursing Have the ability to participate/assist in the development of high quality patient care participate in and support team work have leadership abilities be motivated with a sense of humour demonstrate clinical competence and organisational ability be multi-skilled Have experience in service coordination (an advantage). 			
 Professional skills/attributes: Clinically credible, respected, and person-centred Demonstrates high standards in terms of personal competence and professional practice Demonstrates cultural competence and evidence of application of the principles of the Treaty of Waitangi to provision of equitable health services Proven assessment and communication skills, including the ability to think critically Emotional intelligence Well-developed interpersonal and interprofessional skills Has an ability to consistently form therapeutic relationships with consumers and their families/whānau Demonstrated passion and commitment to professional development of self and others Ability to work autonomously, use own initiative and accept responsibility for own actions Flexible, adaptable, embraces change Self-motivated Proven ability to work as part of a team and positively contribute to the achievement of shared goals/outcomes Able to work under pressure and prioritise competing demands 	 Knowledge of (but not limited to): Health Practitioners Competence Assurance Act (2003) Treaty of Waitangi and its application to health He Ara Oranga and the government's response to the NZ Mental Health Inquiry He Korowai Oranga/Māori Health Strategy (2002) New Zealand Health Strategy (2016) Misuse of Drugs Act (1977) and Regulations Nursing Council New Zealand Code of Conduct (2012) Health and Disability Act Health and Disability Services Consumer's Rights) Regulations (1996) Privacy Act (1993) and Health Information Privacy Code (1994) Health and Safety in Employment Act (2015) 			



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The intent of this position description is to provide a representative summary of the major duties and responsibilities performed in this job classification. Employees may be requested to perform job related tasks other than those specified.

Name

Date:

Position ___

Signed on behalf of Te Whatu Ora Te Tai Poutini

I accept the terms and conditions as outlined in this Position Description

Name _____

Position _____

Date _____

Te Whatu Ora Te Tai Poutini

Te Whatu Ora Te Tai Poutini