

1. General Information

| | |
|--|---|
| Position Title: | Nurse Practitioner - Urology |
| Division/Department: | Epworth HealthCare |
| Position Reports to: | Care Integration Manager |
| Enterprise/Individual Agreement: | Nurses and Midwives EA 2020 - 2024 |
| Classification/Grade: | Nurse Practitioner Year 1 |
| Location: | Epworth Freemasons |
| Employment Status: | Fixed term - Full Time |
| Resource Management (for Management positions only) Number of Direct Reports: Budget under management: | Not applicable |
| Key Relationships - internal and external | <ul style="list-style-type: none"> • Nurse Unit Manager • Director of Clinical and Maternity Services • Care Integration Manager • Nursing and medical colleagues • Visiting Medical Officers • GP Liaison • Allied health Epworth • Medical Imaging • Epworth Pathology • Slade Pharmacy |

2. Overview of Epworth HealthCare

Epworth HealthCare is Victoria's largest not-for-profit private health care group, renowned for excellence in diagnosis, treatment, care and rehabilitation. Epworth is an innovator in Australia's health system, embracing the latest in evidence-based medicine to pioneer treatments and services for our patients.

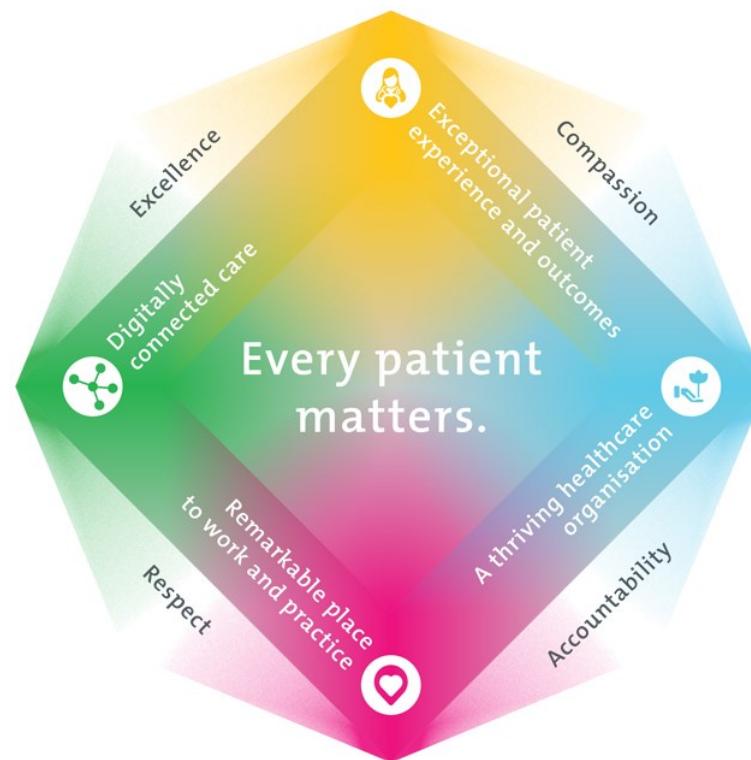
Position Description



Epworth’s values define our approach and our delivery. We pride ourselves on communicating our values and delivering on them in a real and meaningful way. Our Values are Compassion, Accountability, Respect and Excellence. More information can be found on the [Epworth website](#).

Epworth’s purpose is Every Patient Matters. We strive to improve health outcomes and experience through compassion, collaboration, learning and Innovation. Our Vision is Caring for People by delivering another 100 years of exceptional healthcare and healthy innovation for the Victorian community.

3. Epworth HealthCare Strategy



All roles are linked to the Epworth strategy and are fundamental in achieving its vision and purpose.

| |
|---|
| Exceptional patient experience and outcomes - To empower our patients and deliver compassionate, expert and coordinated care. |
| A thriving healthcare organisation - To adapt and grow in a changing healthcare landscape by delivering a unique private not-for-profit healthcare organisation. |
| Remarkable place to work and practice - To ensure Epworth is an outstanding place to work and practice through a culture of care and investment in our people. |
| Digitally connected care - To innovate and improve the digital experience, interactions and outcomes for our patients, staff and doctors. |

4. Purpose of the Position

The Breast Care Nurse (BCN) plays a pivotal role in meeting the psychological, emotional, clinical and education needs of all patients who have breast cancer and receive their care at Epworth Richmond. Supporting patients and their families throughout the patient journey is an essential part of this role. The Breast Care Nurse provides a consultancy service to patients and carers who have breast cancer and who are under the care of surgical and oncology specialties. The key focus of the role is to manage delivery of the service to provide women with evidenced based information, specialised support, and continuity of care from diagnosis through to the completion of treatment. The BCN plays a vital role in triaging patients to meet the needs of the patient in accordance with hospital activity. Reporting to the Associate Director of Clinical Services, the BCN will work alongside and assist VMOs to support their patients and their families, provide education to Epworth staff and work as a part of the wider multidisciplinary team to ensure evidenced based care.

The BCN will be a valuable resource to the nursing team, providing care and support as required alongside the Day Medical Unit , Surgical and Oncology wards. With fluctuating activity within the hospital, the BCN may be required to undertake other duties; for example, during known periods of low activity (school holidays, public holidays etc.), the BCN may be required to undertake clinical work.

5. Clinical Governance Framework

This role is required to put into practice the Clinical Governance Framework at Epworth as every employee is accountable for ensuring that our patients and community receive safe, high quality and person-centered care in every interaction with Epworth. This is achieved through active participation in the five domains of clinical governance at Epworth:

| Clinical Governance Domain | Role |
|-------------------------------|---|
| <i>Leadership and culture</i> | Promote and participate in a supportive, fair, and transparent culture where lessons from previous outcomes are learned and patient safety and quality is a priority at all levels of the organisation. |

Position Description



| | |
|--|---|
| Consumer Partnerships | Understand and where relevant, ensure that each patient is actively involved in their own care and treatment including families/carers wherever possible. |
| Effective Workforce | Develop and maintain one's own competency, skills and knowledge to ensure high quality service provision and care. |
| Clinical Safety and Effectiveness | Understand and where relevant, ensure, that the right care is provided to the right person at the right time, in the right place and patient outcomes are monitored and improved. |
| Risk Management | Be responsible for identifying and reporting risks, hazards and near misses for people in our care and participating in risk mitigation strategies. |

6. Key Accountabilities

| KEY RESPONSIBILITIES | MEASURES/KPIs TO BE ACHIEVED |
|---|---|
| <p>Clinical Care</p> <ul style="list-style-type: none"> Practice in accordance with the National Safety and Quality Health Service (NSQHS) Standards Practice in accordance with the Australian Nursing and Midwifery Council (ANMAC) National Competency Standards for the Registered Nurse. Practice in accordance with legislative and common law requirements Actively participate in a team nursing model of care Utilises a reflective, critical thinking and evidence based approach to the clinical care of patients Encourages patients and family members participation in all stages of care continuum Maintain patient confidentiality as prescribed by the relevant Acts and organisational policies and protocols Practices in accordance with Infection Control Standards | <ul style="list-style-type: none"> Monthly and quarterly performance reports within target |
| <p>Customer Service</p> <ul style="list-style-type: none"> Epworth is committed to the provision of excellent customer service to all our people, customers and stakeholders including patients and external suppliers. Superior patient service leads to improved healing in a trusting, caring environment and creates a safe environment for patients and employees Develop identify and grow the NP service within the urology department and | <ul style="list-style-type: none"> Patient satisfaction surveys to be within organisational targets Doctor satisfaction – rounding information logged with evidence of any action plans |

| | |
|--|--|
| <p>recognition throughout the organisation and community</p> | |
| <p>Quality Improvement</p> <ul style="list-style-type: none"> • Consistently improve service delivery and clinical practice • Actively participates in quality improvement activities within the unit or department in accordance with the National Standards for Clinical Excellence and ACHS Accreditation Standards • Contributes to the evolution of a high-quality research system within the Specialist Nurse group • Contribute to the academic life of the hospital and the nurse practitioner role | <ul style="list-style-type: none"> • Provision of at least three in-service education programs each year • Policy and procedure review compliance |
| <p>Personal and Professional Development</p> <ul style="list-style-type: none"> • Evaluates personal performance and plans self development • Ensure compliance with National Framework for Decision Making by Nurses and Midwives on Scopes of Practice. • Maintain membership of relevant professional body, and ability to demonstrate and document learning from applicable sources. • Maintain annual registration requirements and continuing professional development (CPD) standards outlined by Nursing and Midwifery Board of Australia through participation in relevant educational programs. | <ul style="list-style-type: none"> • Annual registration with AHPRA • CPD requirements met and documented |
| <p>Safety and Wellbeing</p> <ul style="list-style-type: none"> • Ensures completion of routine safety & hazard checks as per Epworth Policy and implements and adheres to all Epworth health and safety policies, protocols and safe work procedures • Promotes a culture of risk awareness, participates in risk management activities • Proactively responds to incidents and near misses. • Ensure all hazards, incidents and injuries are reported in Riskman within 24 hours, investigated and corrective actions implemented within agreed timeframes | <ul style="list-style-type: none"> • Attend mandatory safety training on an annual basis and as required • Participates and contributes to relevant clinical incident review and promotes evidence based care. |

7. Position Requirements/Key Selection Criteria

| COMPONENT | |
|---------------------|---|
| Qualifications | <p>Essential</p> <p>Registered Nurse with:</p> <ul style="list-style-type: none"> • Australian Health Practitioners Regulation Agency (AHPRA) • A clinically relevant graduate diploma, or higher, level of nursing qualification • Completion of a Nursing and Midwifery Board Australia (NMBA) approved nurse practitioner program of study at Master’s level or equivalent as determined by the NMBA • Demonstrated evidence of advanced practice and clinical leadership within the emergency setting • Evidence of working within an evidence-based framework, contemporaneous evidence and current clinical guidelines in the area of specialty • Well-developed communication and interpersonal skills • Sound knowledge of team function and ability to work and support a cohesive team • Ability to operate in an environment of change • National Police Check and Working with Children Check <p>Desirable:</p> <ul style="list-style-type: none"> • Nurse Practitioner Medicare provider number • Nurse Practitioner prescriber number • Active professional indemnity insurance • Current or working towards having collaborative arrangements in place with a medical practitioner • Membership of an appropriate professional association • Active involvement in research, publication, teaching, quality improvement and best practice activities • Demonstrated computer skills in Microsoft Outlook (or other e-mail system), Word, Excel and Internet skills to enable quality communication. • Demonstrated awareness of the current issues and trends in clinical nursing, and in Emergency Nursing |
| Previous Experience | <p>Essential</p> <p>Requirements for endorsement as a NP by the NMBA are:</p> <ul style="list-style-type: none"> • Current general registration as a Registered Nurse with no conditions on registration relating to unsatisfactory professional performance or unprofessional conduct. • The equivalent of 3 years full time experience in an advanced nursing role. |

Position Description



| | |
|--|---|
| | <ul style="list-style-type: none"> • Successful completion of a Board approved Nurse Practitioner qualification at Masters level or educational equivalent. • Compliance with the Board’s National Competency Standards for the Nurse Practitioner • Compliance with the Board’s registration standard on continuing professional development |
| <p>Required Knowledge & Skills</p> | <p>Essential</p> <ul style="list-style-type: none"> • Knowledge and commitment to legislation, Agreements and Epworth Healthcare directions, policies, procedures and staff code of conduct • Knowledge and understanding of National Safety and Quality Health Service (NSQHS) Standards • Has strong networking links with external breast care services, attending conferences and training and education where applicable • Excellent written and verbal communication skills, including the ability to deliver presentations • Ability to build effective relationships with a diverse range of people and to participate and promote effective teams • Excellent clinical skills, including knowledge of up to date chemotherapy treatments and other treatment modalities • Ability to plan and prioritise to meet goals and outcome deadlines • Ability to raise awareness and profile of the breast care nurse role • Provide education to patients, families / carers about surgery, chemotherapy treatments and other treatment modalities • Ability to educate nursing and allied health staff e.g. in-service programs • Demonstrates and role models professional communication and behaviour • Assist with program development and implementation of breast cancer specific programs • Liaise with and promote specialised breast rehabilitation programs, cancer care awareness and survivorship programs |
| <p>Personal Attributes & Values</p> <p>All employees are expected to consistently work in accordance with Epworth’s values and behaviours</p> <ul style="list-style-type: none"> • Compassion • Accountability | <p>Essential</p> <ul style="list-style-type: none"> • Belief in person centred care • Commitment to providing a safe working environment for self, patient and colleagues • Commitment to providing a secure and confidential space for patients, families and colleagues • Professional work ethic • Practices within the ethos of Epworth healthcare’s values and behaviours • Ability to work within a team demonstrating flexibility, transparency and team cohesiveness • Self-motivated and self-directed |

Position Description



| | |
|--|--|
| <ul style="list-style-type: none">• Respect• Excellence | <ul style="list-style-type: none">• Contributes to an environment of continuous learning and quality improvement |
|--|--|

Document Control

| | | |
|-----------------|---------------------|---|
| Date Developed: | Date Last Reviewed: | Developed and Reviewed By (Position Title): |
| September 2020 | November 2023 | Director of Clinical and Maternity Services |
| | | |

8. Employee Position Declaration

I have read and understand the requirements and expectations of the above Position Description. I agree that I have the physical ability to fulfil the inherent physical requirements of the position and accept my role in fulfilling the Key Accountabilities. I understand that the information and statements in this position description are intended to reflect a general overview of the responsibilities and are not to be interpreted as being all-inclusive.

Employee Signature: _____

Print Name: _____ Date: _____