



**CLINICAL NURSE SPECIALIST – PALLIATIVE CARE**

**Designation:** REGISTERED NURSE - DIVISION 1

**Level:** Clinical Nurse Specialist

**Program / Unit:** Palliative Care

**Purpose of Position:**

The Clinical Nurse Specialist Palliative Care will act within the context of a multi disciplinary team across the Wodonga, Towong and Indigo Shires to:

1. Ensure holistic palliative care services are provided to clients across the 'triangle of care' in the community, hospitals and other care settings of the client's choice.
2. Encourage a shift in culture to the mainstreaming of palliative care services across the community.

**Organisational Environment / Reporting Relationships:**

The Palliative Care Clinical Nurse Specialist reports through the Assistant Director of Nursing – Obstetrics, Paediatrics and District Nursing Service - on issues pertaining to the Palliative Care Service to the Executive Director patient Services.

**Supervisory Responsibilities:**

The Palliative Care Clinical Nurse Specialist has supervisory responsibility for clerical assistance provided to the program.

**Primary Responsibilities:**

1. To ensure all activities of the palliative care service operate within the prescribed guidelines and sub-contract agreement with Hume Regional Palliative Care.
2. To take referrals for clients within the Shires of Wodonga, Towong and Indigo and conduct comprehensive palliative care assessments of all clients as per DHS performance indicator.
3. To work as part of a multi disciplinary team in referring to and liaising with relevant service providers and professionals, including participation in the appointment of key workers to ensure the development, implementation and review of care plans.
4. Provision of relevant information and advice to individuals, families and service providers.
5. Provision of 24-hour on-call nursing service as required.
6. Facilitate the provision of relevant information, education and support to all members of the multidisciplinary team.
7. Liaison with the local coordinator of volunteers and bereavement worker as per the Hume Regional Palliative Care model.
8. Liaise with the Hume Regional Palliative Care Clinical Nurse Consultants and local team members regarding access to and use of the Unassigned Palliative Care Fund so as to achieve maximum flexibility in care for the client.

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9. To work in partnership with co-workers, other agencies and community groups in identifying community palliative care needs and issues and plan coordinated responses to facilitate sustainable change.
10. To work with relevant information systems to ensure that appropriate statistical and client data is maintained and reports forwarded to Hume Regional Palliative Care or other relevant organisations.
11. Conduct regular evaluations of the service, including statistical evaluations.
12. To work with Hume Regional Palliative Care team members as per sub-contract agreement.
13. To participate in the development of standardised regional palliative care policies, guidelines and reporting documentation, and provide expert input to development and implementation of local agency policies and procedures.
14. To provide palliative care in accordance with Palliative Care Australia Standards for Palliative Care Provision, October 1999.

**Specific Delegations:**

Expenditure of Unassigned Bed Fund in accordance with Hume Regional Palliative Care guidelines.

**Performance Appraisal:**

Performance evaluation will be undertaken at three (3) months after commencement, and then annually thereafter. A performance review may be conducted at any time at the direction of the Executive Director of Patient Services.

Signature of employee .....

Witness .....

Date .....

Annexes:

Other Relevant Information:

References:

Contact Point:

THIS SECTION FOR QUALITY OFFICE USE ONLY		
<b>Approval Committee:</b>	<b>Date Approved:</b>	<b>SharePoint Location:</b>
Nurse Management	July 2000	Position Descriptions...
<b>Responsible Department:</b>	<b>Date for Review:</b>	<b>Manual Location:</b>
Nurse Management	July 2003	Position Description Manual
<b>Version No:</b>	<b>Original Approval Date:</b>	<b>Previously Named As:</b>
1	July 2000	

**SELECTION CRITERIA**

- Post basic qualifications and/or experience in palliative care.
- The understanding of commitment to the philosophy of palliative care.
- The understanding of community health promotion and it's application to palliative care.
- Well developed communication, organisational and interpersonal skills.
- Demonstrated ability to work both independently and as part of a multi disciplinary team.
- Awareness of issues in delivery of community services in rural and isolated areas.

Computer skills desired