



## Wodonga Campus Position Description

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### PSYCHIATRIC REGISTERED NURSE DIVISION TWO - ADULT COMMUNITY MENTAL HEALTH SERVICE - REHABILITATION SERVICE

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**Designation:** Registered Nurse Division Two (RN Div 2).

**Level:** Psychiatric Enrolled Nurse – Grade Two.

**Program / Unit:** Benambra Rehabilitation Unit.

#### **Purpose of Position:**

Within the setting of a multidisciplinary team the Psychiatric State Enrolled Nurse (PSEN) Level 2 works to provide effective nursing care and a high standard of psychiatric nursing practice in the provision of community based residential rehabilitation services to adult service consumers.

The incumbent is expected to actively contribute to the planning, development and evaluation of the services provided by the Albury Wodonga Health Wodonga Campus (AWHWC) Mental Health Service (MHS) as a whole.

The PSEN Level 2 is expected to recognise the limits of competence and notify a Registered Psychiatric Nurse (RPN) of any occurrence which is outside their expertise or scope of practice.

#### **Organisational Environment / Reporting Relationships:**

The AWHWC MHS primarily provides a public mental health service to people between the ages of 16 and 64 years who reside in the Hume Region as designated by the Department of Health (DH). The service centre is located in Wodonga, however services are provided throughout the entire catchment.

#### **Reporting Relationship**

The position is responsible to the Executive Director, AWHWC MHS through the Program Manager, Adult MHS.

#### **Supervisory Responsibilities:**

Nil.

#### **Primary Responsibilities:**

- Participate as an active member of the clinical rehabilitation team.
- Provide generic and specific psychiatric enrolled nursing expertise within the framework of service provided by the rehabilitation team.
- Assess problems and risks within level of competence, scope of practice, seek solutions and make recommendations whilst maintaining communication with the RPN.
- Make routine observations as part of the client's treatment and document as required and report any abnormalities to RPN immediately.
- Participate in clinical reviews, in consultation with other team members in order to identify and prioritise client needs for service or referral.
- Participate in the development, implementation and review of clients' individual service plans.
- Participate in service development by establishing and maintaining effective relationships with other health care professionals, consumer groups, community groups and agencies.
- Monitor safety aspects and minimise risk factors in relation to patient, staff, and visitors and report to RPN and Clinical Coordinator.

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- Participate in continuous quality improvement activities, including the maintenance of appropriate standards in nursing practice, as part of the AWHWC MHS quality improvement program.
- Ensure those provisions of the Mental Health Act 1986 as amended, and other relevant legislation, policies and procedures are applied to clinical practice.
- Participate in ongoing training and professional development activities.
- Participate in relevant service evaluation and research activities.
- Comply with the requirements of equal employment opportunity and anti – discrimination practices and behaviour in the working environment.
- Comply with competencies education as required by the Nurses Board of Victoria.
- Adhere at all times to AWHWC MHS Occupational Health and Safety (OH & S) Policies and Procedures and comply with “Employee” responsibilities as identified in the Victorian OH & S Act 2004 (as Amended).
- Participate in mandatory education as it related to specific role and responsibilities. These include:
  - Fire and Evacuation.
  - Manual Handling.
  - Minimal / No Lift.
  - Cardiopulmonary Resuscitation (CPR).
  - Infection Control.
- Other duties as required.

### **Special Requirements**

- Required to participate in a 7 day, 24 hour roster system.
- Willingness to participate in competencies assessment, training and education.
- Holder of current unencumbered Victorian Drivers Licence.
- Some intrastate or interstate travel may be required.

### **Performance Appraisal:**

Review of performance at three months after commencement, and annually thereafter. Evaluation of performance will be based on achievement of professional goals and overall performance in relation to the primary responsibilities described above.

**SELECTION CRITERIA**

**MANDATORY CRITERIA**

- Registered Psychiatric Enrolled Nurse with the Nurses Board of Victoria and hold an unencumbered practicing certificate.
- Demonstrated experience working in a multidisciplinary clinical setting.
- Demonstrated experience of working with clients who have multiple and complex needs.
- Ability to interpret policies and procedures and translate to program development.
- Ability to contribute to the development, implementation and evaluation of programs.
- Well developed communication and interpersonal skills.

**DESIRABLE CRITERIA**

- Medication endorsed certificate of registration.
- Knowledge and understanding of the Victorian Mental Health Act 1986.

AWHWC is an equal opportunity employer and promotes a safe working environment.

AWHWC is a smoke free environment.

AWHWC requires compliance with its code of conduct and other relevant policies and procedures.

Signature of Employee .....

Witness: .....

Date .....

Annexes:

Other Relevant Information:

References:

Contact Point: EDMHS.

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<b>Approval Committee:</b>	<b>Date Approved:</b>	<b>SharePoint File Location:</b>
Human Resources Manager	10 December 2009	Position Descriptions...
<b>Responsible Department:</b>	<b>Date for Review:</b>	<b>Manual Location:</b>
Mental Health Services	10 December 2012	Position Description Manual
<b>Version No:</b>	<b>Original Approval Date:</b>	<b>Previously Named As:</b>
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