

# Position Description

## MSIR Registered Nurse

|                           |  |
|---------------------------|--|
| <b>Award &amp; grade:</b> | Nurses And Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2016-2020 Grade 3B |
| <b>Salary range</b>       | Dependent upon qualifications and experience   |
| <b>EFT</b>                | TBC  |
| <b>Reporting to</b>       | MSIR Nurse Manager   |
| <b>Accountable to</b>     | MSIR Operations Manager  |
| <b>Tenure</b>             | 12 months  |
| <b>Direct reports</b>     | Nil  |
| <b>Location</b>           | Lennox St and other NRCH sites as requested  |
| <b>Date issued</b>        | <del>January 2018</del> <u>April 2019</u>  |

## Organisation Profile

**North Richmond Community Health (NRCH)** is committed to making healthcare more accessible and culturally relevant.

Our community health centre in Richmond provides a range of medical, allied health, dental and community services to clients from all backgrounds. We also provide specialist health services in other parts of Victoria, and work with health, government and community services around the country.

## Position Objective

In 2017 the Victorian Government enacted legislation to establish a trial of Victoria's first Medically Supervised Injecting Room (MSIR) at North Richmond Victoria.

This position is responsible for supervising clients before, during and after episodes of injecting. Core activities include client engagement, health assessment, management of health emergencies, health education, brief interventions and referral to other health and welfare services. This position is part of the MSIR Nursing team and works closely with the Harm Reduction team.

## Key Responsibilities

- Registration of clients and data collection
- Observe and monitor client's wellbeing throughout their visit to MSIR, acting on client alerts and behavioural contracts as indicated.
- Provide interventions for safer injecting and health promotion
- Engage with clients to identify health needs and refer to local health and welfare services
- Follow the Team Leader's direction and assist as required during client emergencies
- Record all client observations and/or interactions on the relevant MSIR forms, clinical database and medical record.
- Develop and maintain skills in overdose management, incident de-escalation and management, infection control, vein care and safer injecting practices, harm reduction and health promotion.

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- Provide needle syringe (NS) equipment
- Assist with maintaining NS stock levels; order stock and other resources and coordinate the storage of NS supplies and educational resources.
- Assist with stocking the secure dispensing unit.
- Participate in needle/syringe retrievals and monitor the area around NRCH as required
- Provide outreach support and respond to overdoses in the surrounding area as directed
- Uphold and promote the dignity of all people who use our service and promote awareness and understanding in the community
- Participate in program planning and delivery
- Undertake all responsibilities in accordance with the NRCH MSIR Internal Management Protocols.

## Key Capabilities

|                                     |                                       |   |
|-------------------------------------|---------------------------------------|---|
| <b>Client experience</b>            | <b>Community relations</b>            | <ul style="list-style-type: none"> <li>• Is sensitive to clients' heritage, traditions and identity.</li> <li>• Actively listens to clients and passes on relevant information accurately and appropriately</li> <li>• Responds in a prompt and sensitive manner to clients' requests so that the client feels supported and accepted.</li> <li>• Maintains basic awareness of current community issues.</li> </ul> |
| <b>New and Different Approaches</b> | <b>Accountability</b>                 | <ul style="list-style-type: none"> <li>• Seeks feedback to ensure work is consistent with expectations.</li> <li>• Is committed to own professional and personal development.</li> </ul>  |
|                                     | <b>Ethics</b>                         | <ul style="list-style-type: none"> <li>• Observes Code of Conduct, behaves ethically and seeks assistance with ethical dilemmas</li> </ul>  |
|                                     | <b>Program Development</b>            | <ul style="list-style-type: none"> <li>• Actively participates in team activities.</li> <li>• Performs own roles and responsibilities efficiently to contribute to program objectives</li> </ul>  |
|                                     | <b>Learning and Development</b>       | <ul style="list-style-type: none"> <li>• Identifies own skills and skill needs in consultation with supervisor</li> </ul>   |
|                                     | <b>Innovation</b>                     | <ul style="list-style-type: none"> <li>• Uses technology and software applications effectively in accordance with task requirements</li> <li>• Identifies opportunities to do things better, develops ideas with others and assists with the implementation of routine changes.</li> </ul>  |
| <b>Working in Partnership</b>       | <b>Change Management</b>              | <ul style="list-style-type: none"> <li>• Maintains a positive approach to change and adapts to new or different ways of working</li> </ul>  |
|                                     | <b>Partnerships and Collaboration</b> | <ul style="list-style-type: none"> <li>• Builds collaborative relationships with the relevant people at NRCH.</li> </ul>  |

# Position Description

## MSIR Registered Nurse Key Selection Criteria

### Essential skills & experience

- Experience working in needle and syringe programs, drug and alcohol services, crisis services
- 2 year's experience working with people who inject drug s advantageous
- Experience in psychosocial and drug use assessment and referral, supportive counselling and crisis management desirable
- Computer competence including the use of clinical databases

### Essential attributes

- Understanding of, and commitment to, Harm Reduction and Social Justice
- Understanding of the health, social and legal issues related to injecting drug use and marginalised populations

### Qualifications \ Registration requirements

- Valid Police Check or willingness to undertake is mandatory
- Current Registered Nurse with AHPRA and at least two years post graduate experience
- Relevant post-grad qualification desirable
- Working with Children check
- CPR Certificate with Oxygen Administration
- Provide First Aid Certificate

## Internal Training Requirements

| Topic               | Timeframe for completion |
|---------------------|--------------------------|
| Induction Training  | 3 months                 |
| Cultural Competency | 3 months                 |
| Hand Hygiene        | 3 months                 |
| Child Safety        | 3 months                 |
| Infection Control   | 3 months                 |
| Social Media        | 3 months                 |
| Code of Conduct     | 3 months                 |
| CPR                 | 6 months                 |
| First Aid           | 6 months                 |

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### Responsibilities and conditions of employment

All employees of North Richmond Community Health are required to follow specific common conditions of employment as outlined in the NRCHL Policy and Procedures Manual. Key responsibilities and conditions include

- Employment terms and conditions are consistent with National Employment Standards and relevant awards/agreements. Salary is set commensurate with funding, award/agreements, sector expectations and individual skills/experience relevant to the role.
- Employees are expected to conduct themselves in a manner consistent with organisation's Code of Conduct, Scope of Practice, Employment Contract, Cultural Competency standards and all other policies and procedures.
- NRCH is committed to creating a child-safe environment and to the participation and empowerment of children. NRCH has zero tolerance of all forms of child abuse and all allegations and safety concerns will be treated very seriously. All NRCH staff and volunteers are required to contact authorities when they are worried about a child's safety. If you believe a child is at immediate risk of abuse contact 000.
- Employees are expected to participate in the NRCH risk management and quality improvement systems by being aware of responsibilities to identify, minimise and manage risks and identify opportunities for continuous improvement in the workplace through communication and consultation with managers and colleagues.
- Employees are expected to contribute positively to a safe workplace by reporting hazards and incidents immediately to an OHS representative, committee member or manager. Employees must behave in a manner that fosters safe working practices.
- Adhere to NRCH infection control policies and procedures.
- Regular working hours will be negotiated but will be within operational hours. From time to time, some out-of-hours work may be required. Employees are expected to present for work on time, and follow notification guidelines when ill or late for work.
- Appointment is subject to a six-month probationary period, wherein performance will be reviewed prior to the expiry of the probationary period and an ongoing employment decision will be communicated.
- Performance is reviewed formally on an annual basis and all staff will have responsibility for an individually tailored work plan. All position descriptions are open to periodic review by management in consultation with staff.
- NRCHL provides a smoke-free environment, including within vehicles.
- The staff member may be required to perform other duties as directed, in accordance with training, skills and experience.

### Further Information

For enquiries relating to this position, contact:

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