
Position Description
ENROLLED NURSE

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Position Title: **Enrolled Nurse (EN)**

At Warramunda we are committed to providing quality services that promote the well-being of people we care for and provide service to.

We are proud to offer a comprehensive list of choices to Kyabram and district elders, including Care to stay at home, independent living units, community housing and residential aged care.

We respect the privacy and dignity of our stakeholders. As part of the Warramunda family, elders can be assured they will receive high levels of care, companionship and cooperation regardless of the service they are accessing.

Our dedicated team across our organisation undertake their responsibilities in a warm, hospitable and attentive way.

We take personal responsibility for providing the best Care to meet our clients' needs and are committed to promoting individual choices and independence.

Responsible to: Registered Nurse & Clinical Care Coordinator

Qualifications:

Essential Diploma or Certificate of Nursing
(with medication endorsement and injectables)

Desirable Aged Care experience;

Terms of Employment: As per employment contract and EBA.

Hours of Duty: As negotiated and rostered.

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Knowledge and Skills
Accountable for

- Demonstrating a satisfactory knowledge base for safe practice and recognising the need for continuing education to provide contemporary nursing practice.
- Practices in a manner consistent with the Standard for Practice for Enrolled Nurses.
- Provides nursing care that is informed by research evidence.

Responsible for

- Refers to the Registered Nurses to guide decision making.
- Seeks additional knowledge / information when presented with unfamiliar situations.
- Performing the role in accordance with legislation and common law affecting nursing practice and practises of the Enrolled Nurse with medication endorsement.
- Understanding and protecting the rights and responsibilities of the residents and staff.
- Consistently adhering to the agreed service policies and procedures.
- Reading and understanding new and revised service and organisational policies and procedures as distributed.
- Consults with the Registered Nurse and other relevant health professionals and resources to improve current practice.

Health and Personal Care
Accountable for

- Provides skilled and timely care to care recipients whilst promoting their independence and involvement in care decision making
- Practices in a manner consistent with the Standard for Practice for Enrolled Nurses.

Responsible for

- Assisting in maintaining a safe environment for self and others.
- Uses a range of skills and data gathering techniques including observation, interview, physical examination and measurement.
- Communicates information necessary for the development of the care plan
- Understands the purpose of an individualised care plan
- Organises workload in conjunction with the Registered Nurse and in accordance with the needs and preferences of residents
- Assists in the evaluation of progress toward care plan expected outcomes
- Utilises effective communication and inter-personal skills
- Recognising and reporting changes in resident's condition to Registered Nurse / Clinical Care Coordinator.

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- Provides support and supervision to Personal Care Worker monitoring Personal Care Worker practices in relation to the resident's personal care and hygiene needs to ensure care is provided as outlined with in the plan of care and policies and procedures.
- Administers medication to those residents as delegated by Registered Nurse and according to the medication administration policy and procedure.
- Uses health care technology appropriately according to workplace guidelines.

Professional and Collaborative Practice
Accountable for

- The Enrolled Nurse practises with and under the direction and supervision of the registered nurse, and assists in the provision of nursing care. Enrolled Nurses retain responsibility for their personal actions whilst remaining accountable to the registered nurse for all delegated functions.
- Demonstrating the ability to understand and integrate those behaviours which reflect the vision, philosophy and values of the organisation.
- In conjunction with Team Leader or delegate, participate in goal setting in order to achieve professional development.
- Practices in a manner consistent with the Standards for Practice: Enrolled Nurse.
- (<http://www.nursingmidwiferyboard.gov.au/Code-s-Guidelines-Statements/Professional-standards.aspx>)

Responsible for

- Recognises own limitations in practice and competence and seeks guidance from the RN and help as necessary.
- Refrains from undertaking activities where competence has not been demonstrated and appropriate education, training and experience has not been undertaken.
- Provides nursing care according to the agreed plan of care, professional standards, workplace policies and procedural guidelines.
- Accepting responsibility for own actions.
- Acts to ensure safe outcomes for others by recognising the need to protect people and reporting the risk of potential for harm.
- Demonstrates respect for others to whom care is provided regardless of ethnicity, culture, religion, age, gender, sexual preference, physical or mental state, differing values and beliefs.
- Meeting regularly with Team Leader or delegate to participate in performance review of personal goals and achievements.
- Participate willingly in coaching for achievement of organisational mission, vision and values.

Continuous Improvement
Accountable for
Responsible for

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| <ul style="list-style-type: none"> • Promoting the principles of best practice and contributing to the continuous improvement of Warramunda Village. • Practices within safety and quality improvement guidelines and standards. | <ul style="list-style-type: none"> • Participates in quality improvement programs and accreditation standards activities as relevant to the context of practice. • Reports and documents safety breaches and hazards according to legislative requirements and institutional policies and procedures. • Contributing to the maintenance of the continuous improvement program systems • Contributing to the maintenance of the OHS program |
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Key Performance Indicators

1. Complied with the education training and workplace development policy and procedure.
2. Demonstrated consistent use of Manad as a communication tool.
3. Demonstrated improvements in practice related to adverse events.
4. Number and type of medication errors
5. Demonstrated monitoring of PCW practices in relation to personal care and environment
6. All ROTD information completion completed as per work instruction

Performance Management Review

As per contract

I have read, understood and accept the above position description.

Organisation Representative:

Employee:

Name:

Signature:

Date:

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