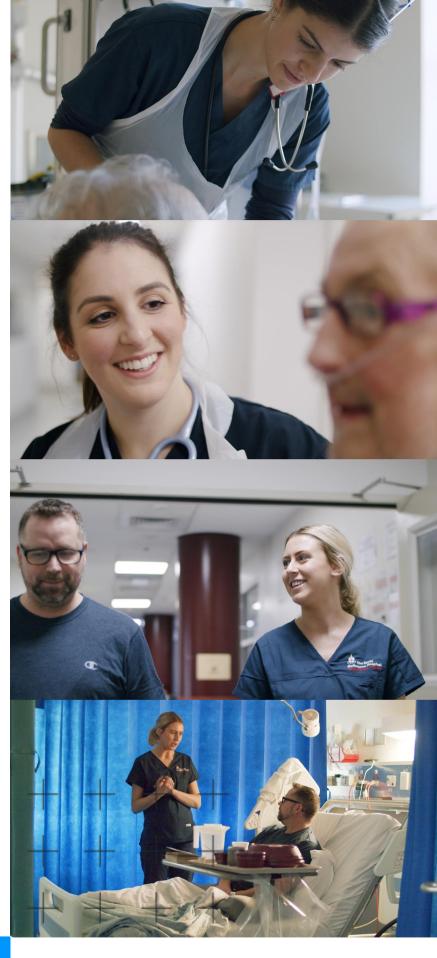


Advancing health for everyone, everyday.

Could this be you?

Join The Royal Melbourne Hospital Team





Position Description

Psych Enrolled Nurse





About The Royal Melbourne Hospital

As one of Victoria's largest public health services, The Royal Melbourne Hospital (RMH) provides a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs. We are a designated state-wide provider for services including trauma, and we lead centres of excellence for tertiary services in several key specialties including neurosciences, nephrology, oncology, cardiology and virtual health.

We are surrounded by a Parkville Precinct of brilliant thinkers, and we are constantly collaborating to set new benchmarks in health excellence - benchmarks that impact across the globe. While the work we do takes us in inspiring new directions; caring for each other, our patients and consumers is as essential to who we are, as any scientific breakthrough we make.

Our people of more than 10,000 strong, embody who we are and what we stand for. We're here for when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing and for delivering excellence together, always.

Our Vision

Advancing health for everyone, every day.

The Melbourne Wav

At The RMH we're inspired by our vision of Advancing health for everyone, every day. While we're each going about our different roles, we're united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



Lead with Kindness



Excellence Together



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

Our Priorities

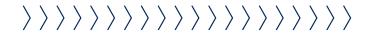
The RMH Strategic Plan: **Towards 2025 Advancing health for everyone**, **every day** is our plan for the future — one which we are committed to achieving together.

This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

- 1. Be a great place to work and a great place to receive care
- 2. Grow our Home First approach
- 3. Realise the potential of the Melbourne Biomedical Precinct
- 4. Become a digital health service
- 5. Strive for sustainability

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Position Description

Position Title: Psych Enrolled Nurse

Service: Residential Services

Location: McLellan House RAC - 2 - 6 Robinson Street, Jacana Vic 3047

Reports To: Nurse unit Manager

Enterprise Agreement: Victorian Public Mental Health Services Enterprise Agreement

2016-2020

Classification: PE52

Immunisation Risk Category: Category A

Date of Review: September 2021

Position Purpose

The Psych Enrolled Nurse Level 2 (PSEN2) in Residential Care within the Aged Persons Mental Health Program (APMHP) will work under the supervision of a registered nurse and has an established understanding of the mental health, dementia and physical health and interactions of the older residents to provide care for our residents.

The PSEN2 will practice generally under indirect supervision and has the capacity to critically analyse situations utilizing clinical assessments and comprehensive approaches to management of the resident with complex behaviours.

The PSEN2 will demonstrate an understanding and best practice in dementia care and mental health in the older person living in a residential home. Manage your own safety, the patient and the environmental safety issues. Comprehensive assessments and the development of nursing care plans and risk management plans and communication with colleague's feedback to RN, support of families will be part of typical duties.

Department Description

McLellan House Residential Aged Care is part of Royal Melbourne Hospital providing Resident - Centered Care within a residential setting. The unit has 32 beds and cares for Aged Person with Mental Illness and/or Dementia.

- McLellan House was formally under the NorthWestern mental health
- Predominately resident with Mental Health illness are looked after at McLellan House
- Located in Jacana, close to the Aged Person Mental Health Unit

Key Accountabilities – Position Specific

- Recognize the Enrolled Nurse responsibilities for delegation of nursing care
- Promote high quality standards of resident care
- Contribute to the development of all staff including new and casual staff to the area
- Accept accountability for own actions and seek guidance if situations exceed the scope of practice for
- an Enrolled Nurse
- Perform nursing interventions and procedures is accordance with RMH policies and procedures
- Contribute, document and evaluate the assessment, development, implementation and monitoring of

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- a comprehensive plan of care for residents, in conjunction with the multi-disciplinary team
- Medication management with supervision under Registered Nurse yearly competence test for safe administration of medication
- Compile a presentation for a residents clinical review development of a nursing care plan and/or
 patient care strategies and identify clinical risks and actively work towards implementing risk reduction
 strategies.
- Support and promote excellence and autonomy in clinical practice and resident care
- Acknowledge responsibility for own actions and seek assistance when necessary
- Demonstrate knowledge/competency in performance of clinical skills relevant to the level of expertise
- Implement and evaluate engagement activities for residents (including group work / individual sessions)
- Undertake, initiate and participate in all emergency drills as required and undertake training to support this clinical practice (e.g. Basic Life Support, MOCA)
- Identify residents with potential health care needs and coordinate and report to ensure all health care needs are responded too quickly and most effectively by the team
- Initiate and participate and lead junior staff in the development and evaluation of quality improvement activities
- Maintain an understanding of individual responsibility for resident safety, quality and risk and contribute to organisational quality and safety issues
- Collaborates with the multi-disciplinary health care team to achieve the desired resident outcomes

Key Relationships

Internal

- Nurse Unit Manager
- Registered Nurse
- Medical staff in unit
- Nurse Educators
- Multidisciplinary staff
- Support staff

External

- Consumers
- Families of consumers
- Carers of consumers

Key Selection Criteria

Formal Qualification(s) and Required Registration(s):

- Qualification as an EN/PSEN
- Registration with Australian Health Practitioner Regulation Agency (AHPRA)

Essential:

- Recent experience working in the clinical field of residential Aged Care and/or mental health
- Working knowledge of Aged Care legislation, regulations, policies and procedures.
- Working knowledge of Residential Aged Care Standards
- Working knowledge of Aged Care Funding Instrument
- Well-developed interpersonal, communication and diplomacy skills, including the capacity to effectively consult and problem solve.
- Capacity to work a flexible roster

Desirable:

- An awareness of legislation pertinent to the provision of mental health services and in particular the Age Care and Mental Health Acts.
- Strong commitment to quality improvement

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Foundation

Required Capabilities

The Capability Development Framework applies to all The RMH employees and describes the capabilities that are needed to meet our strategic goals.

Below is a list of capabilities and the attainment level required in this position.

Attainment Level Capability Name

Organisational savvy Consolidation Communicating effectively Consolidation

Building relationships Consolidation

Patient and consumer care Consolidation

Working safely Consolidation Utilising resources effectively

Innovation, continuous improvement and patient safety

Consolidation

Adaptability and resilience Consolidation

Integrity and ethics Consolidation

Delivering results Consolidation

Analysis and judgement Consolidation

Developing and managing skills and knowledge **Foundation**

Health, Safety and Wellbeing

The RMH aims to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors to The RMH.

RMH employees have a responsibility to:

- Maintain an understanding of individual responsibility for patient safety, quality and risk and contribute to organisational quality and safety initiatives;
- Take reasonable care for their own safety and wellbeing and that of anyone else that could be affected by their actions;
- Speak up for the safety and wellbeing of patients, consumers, colleagues and visitors and escalate any concerns that have or could impact safety:
- Accept responsibility for ensuring the implementation of health and safety policies and procedures and cooperate with The RMH in any action it considers necessary to maintain a safe working environment which is safe and without risk.

RMH Employees in supervisory/management roles have, in addition to the above, responsibility to:

- Ensure all health, safety and wellbeing procedures are in place and maintained in their work areas;
- Ensure risk management activities are undertaken and effective risk controls are in place:
- Make sure that training needs for all employees are identified and undertaken as required;
- Ensure incidents are recorded, investigated and corrective actions implemented as far as is reasonably practical.

The RMH Key Performance Indicators

RMH employees are measured through successful:

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- Demonstration of RMH values and behaviours, being a role model for living the values;
- Completion of mandatory training activities including training related to the National Standards;
- Participation in The RMH and Division/Service specific business planning process (if required);
- Achievement of RMH and portfolio specific KPI targets as they apply to areas of responsibility;
- Participation in and satisfactory feedback through the annual performance review process; and, where applicable, ensure direct reports have individual development plans including an annual review;
- Ability to provide a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
- Ability to operate within allocated budget (if required).

Clinical Governance Framework

RMH employees have a responsibility to deliver Safe, Timely, Effective, Person-Centred Care (STEP) by:

- Fulfilling roles and responsibilities as outlined in the Clinical Governance Framework;
- Acting in accordance with all safety, quality and improvement policies and procedures;
- Identifying and reporting risks in a proactive way in order to minimise and mitigate risk across the organisation;
- Working in partnership with consumers and patients and where applicable their carers and families;
- Complying with all relevant standards and legislative requirements;
- Complying with all clinical and/or competency standards and requirements and ensuring you operate within your scope of practice and seek help when needed.

Equal Opportunity Employer

The RMH is an equal opportunity employer. We are proud to be a workplace that champions diversity; we are committed to creating an inclusive environment for all people. Our goal is for our people to feel safe, included and supported so that they can be at their best every single day.

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Acceptance

acknowledge and accept that this position description represents the duties, responsibilities and
accountabilities that are expected of me in my employment in the position. I understand that The RMH
reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature	
Employee Name (please PRINT IN CAPITALS)	
Date (day/month/year)	

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