



POSITION DESCRIPTION

CLINICAL CARE COORDINATOR NURSE

Level	SCHADS Level 7
Employment Type	Full-time
Reports to	Quality, Safety and Risk Manager
Purpose of the Position The Carpentaria Clinical Care Coordinator Nurse is a registered nurse who provides specialist clinical care coordination nursing support, intervention and targeted high-risk training across Supported Independent Living (SIL), Pathways and Out of Home Care (OoHC) to support NDIS participants with high intensity daily personal activities High Intensity Daily Personal Activities (HIDPA) or high-risk complex health needs. This role forms an integral part of the Quality, Safety and Risk team, delivering clinical expertise, targeted staff development and appropriate interventions to ensure quality care and participant outcomes.	
Tasks and Responsibilities <ul style="list-style-type: none">• Provide expert clinical advice and support to service teams managing participants with high-risk, complex health needs.• Conduct clinical reviews, incident trend analysis, and develop care plans for high-risk participants.• Monitor health status and effectiveness of interventions, including S8 medication, HIDPA supports, falls prevention, and palliative care.• Maintain comprehensive clinical documentation and ensure compliance with NDIS Quality and Safeguarding Framework requirements.• Liaise and collaborate with external health professionals, specialists, and other service providers.• Develop and deliver clinical training and onboarding for support staff, including guidance on high intensity daily personal activities.• Support program coordinators with clinical competency assessments and identify staff professional development needs.• Contribute to the development, review, and implementation of clinical policies, procedures, and best practice.• Participate in incident reviews, conduct clinical and medication management audits, and implement risk mitigation strategies.• Build effective relationships with participants, families, carers, and management, and represent the organisation in clinical networks and forums.	
Essential Criteria <ul style="list-style-type: none">• Current registration with the Nursing and Midwifery Board of Australia with a minimum 3 years' experience in disability, community or primary health nursing.• Demonstrated clinical expertise in supporting people with disability and complex health needs.• Strong understanding of the NDIS and the Quality and Safeguarding Framework or Aged Care Quality and Safeguarding Frameworks.• Proven ability to develop and deliver effective training programs and resources.• Experience in quality and risk management systems.• Excellent interpersonal and communication skills, with the ability to work effectively with diverse stakeholders.• Demonstrated ability to work autonomously and as part of a multidisciplinary team.	

- Strong problem-solving skills and the ability to make sound clinical judgements.
- Current Ochre Card, Criminal History Check, NDIS Worker Screening Clearance, NDIS Worker Orientation, First Aid & CPR Certificate and NT Driver Licence.

Preferred Criteria

- Postgraduate qualifications in disability, community or primary health nursing.
- Experience working in remote Aboriginal communities in the Northern Territory.
- Understanding of Aboriginal and Torres Strait Islander health and cultural practices.

Values and Behaviours Required

- Embody Carpentaria's Values and Principles of Good Practice through a human rights-based approach.
- Demonstrated commitment to work respectfully and inclusively with Aboriginal and Torres Strait Islander and culturally and linguistically diverse people.
- Demonstrated adherence to legislation, policies and procedures and a commitment to Equal Employment Opportunity, WHS, Risk Management and Quality Improvement practices.

Authorised by the CEO:



Date:

