

Chronic Disease Management – Registered Nurse or Aboriginal Health Practitioner

EMPLOYMENT DETAILS			
Role type	Fixed Term	Award	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)
Hours per week	Part time	Pay Classification	Registered Nurse or Aboriginal Health Practitioner
Reports to	Team Lead – Chronic Disease Management	Secondary Report	Program Manager – Chronic Disease Management
Additional Benefits	Access to Salary Packaging		

ORGANISATIONAL CONTEXT	
Bendigo & District Aboriginal Cooperative (BDAC) is an Aboriginal Community Controlled Organisation (ACCO). BDAC is registered as a member under the umbrella of Victorian Aboriginal Community Controlled Health Organisation (VACCHO) and represented nationally through National Aboriginal Community Controlled Health Organisation (NACCHO). BDAC was founded in 2001 to represent and provide services to Aboriginal and/or Torres Strait Islander people living on Djaara Country (djandak) in Central Victoria. BDAC has a responsibility to ensure growth of services, development of our Aboriginal and Torres Strait Islander Community, better and improved health outcomes for our People, improved quality of life, and be a lead agency in providing self-determination, employment and career pathways for Aboriginal and/or Torres Strait Islander People.	

LOCAL WORK ENVIRONMENT

BDAC provides a range of specialist services for Community living on Djaara Country including a Medical Clinic, Health and Wellbeing, Family and Community Services, and Kindergarten.

POSITION OBJECTIVE

The Chronic Disease Management (CDM) team at BDAC is dedicated to enhancing patient care and reducing Emergency Department visits by implementing an intensive care coordination model. This model not only identifies and supports high-risk patients but also streamlines comprehensive health assessments, improves access and engagement, and fosters collaboration with healthcare partners, all while ensuring cultural safety.

As a Chronic Disease Management Aboriginal Health Practitioner or Registered Nurse, you will engage in impactful work by providing high-quality, culturally sensitive care within our Aboriginal Community Controlled Organisation (ACCO). This role offers significant professional growth opportunities as you work alongside a supportive and collaborative team of nurses. You will be integral in delivering comprehensive, patient-centred chronic disease management services, whilst applying a holistic approach to ensure care plans are tailored to the unique needs of our community members. Additionally, you will work together with other healthcare professionals and community stakeholders to continuously enhance health outcomes for the community.

The Chronic Disease Aboriginal Health Practitioner or Registered Nurse will be capable of working effectively within an acute care model while also possessing exceptional people skills to engage and collaborate within a community-focused framework.

BDAC'S VISION AND CORE VALUES

Empowered generations belonging to strong families, culture and community

Our Lore refers to the stories, customs, beliefs, and spirituality of our People. Our Lore guides our work and has been passed down through generations by our ancestors and knowledge holders.

Our five LORE principles are:

- We keep our focus on Community priorities
- We are brave
- We think outside the box
- We create a safe, caring, and supportive environment
- We are accountable

Please refer to our <https://www.bdac.com.au/our-strategy> for further information about our underlying principles within the BDAC Strategy.

KEY POSITION RESPONSIBILITIES	
Primary Responsibilities	• High-Risk Patient Management: Support high-risk patients through tailored care plans and regular monitoring, focusing on improving health outcomes and preventing complications/hospitalisation. • Case Management: Provide and coordinate case management for patients with complex needs on either a short-term or long-term basis, ensuring the delivery of comprehensive, person-centred, and continuous care. This includes monitoring patient progress, facilitating care transitions, identifying and addressing barriers to treatment, and coordinating services to support optimal health outcomes. • Comprehensive Health Assessments & Clinical Care: Coordinate and complete comprehensive Aboriginal 715 Health Assessments, ensuring accurate and thorough evaluation of patient needs. Contribute to the delivery of high-quality clinical care within a general practice environment, including activities such as GP Chronic Condition Management Plans, pathology collection, ECGs, wound management, immunisations, and other nursing procedures, while supporting continuity of care and positive patient outcomes. • Collaboration and Networking: Build and maintain strong relationships with healthcare partners, community organisations, and other stakeholders to facilitate seamless access to services and enhance patient support. • Reporting and Evaluation: Compile, analyse, and report on clinical data, patient outcomes, and operational metrics to the Manager of the Chronic Disease Team, ensuring timely and accurate information to support strategic decision-making and continuous improvement. • Community and Stakeholder Engagement: Build and maintain relationships with community, within BDAC, and with local organisations, healthcare providers and other entities to ensure effective collaboration, and the best outcomes for the community. • Client Advocacy: The CDM Program Registered Nurse or AHP will advocate for community with the aim of culturally appropriate care and support.
Response to Family Violence	This position is designated under the Multiagency Risk Assessment and Management framework (MARAM) as: Tier 4 Identification and Screening training and responsibilities
General Responsibilities	• Uphold BDAC's Values, Code of Conduct, and all relevant policies and procedures.

	- Engage in supervision, professional development, and continuous quality improvement (CQI) activities. - Attend team meetings, staff meetings, and community events as required. - Comply with legislative and regulatory obligations. - Identify and report risks promptly to your line manager, including completing incident reports via LogiqcQMS. - Collaborate effectively within a team to meet performance and development goals in line with BDAC's program requirements. - Follow reasonable directions from BDAC management. - Maintain a safe work environment in accordance with BDAC's Occupational Health and Safety (OHS) policies.
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COMMITMENT TO SAFETY

- BDAC has zero tolerance to all forms of violence.
- BDAC is committed to service delivery and a work environment that prioritises equity and diversity and actively supports inclusion. We aim to ensure every individual is treated with dignity and care with respect to their cultural background, ability, ethnicity, gender identity, sexual orientation, age, caring responsibilities, spirituality, or religion.
- BDAC is committed to the Child Safety Standards and believes that all children and young people have the right to be children and live free of abuse and neglect, so they can grow, learn, and develop. Everyone within BDAC is responsible for ensuring a culture of child safety, preventing child abuse.
- BDAC is committed to the health and wellbeing of its employees and stakeholders. Everyone within BDAC is required to foster a workplace that is safe and healthy that is free from all forms of harassment, bullying, and discrimination.

KEY SELECTION CRITERIA

- Demonstrated knowledge, skills, and experience in chronic disease management.
- Demonstrated experience in case management and care coordination.
- Demonstrated knowledge and understanding of Aboriginal culture, community priorities, and the Aboriginal Community Controlled Health Organisation (ACCHO) model of care, with a commitment to providing culturally safe and responsive services.
- Demonstrated experience working within community health, primary health care, general practice/medical clinic, and/or acute healthcare settings.
- Proven ability to work collaboratively with multidisciplinary teams and engage effectively with a broad range of stakeholders.
- Demonstrated experience supporting patients with chronic disease, complex health needs, and co-morbidities, with a focus on preventative health, self-management, and reducing avoidable hospital admissions.
- Highly developed organisational, communication, and interpersonal skills, with the ability to build strong relationships with clients, families, community members, and service providers.

- Proven adaptability, flexibility, and problem-solving skills, with the ability to respond effectively to changing priorities, service delivery requirements, and community needs while maintaining high-quality care.
- Demonstrated commitment to continuous quality improvement, professional development, and evidence-based practice.

Education, Training and/or Competencies

Mandatory

- Bachelor of Nursing – Registered Nurse with the Australian Health Practitioner Regulation Agency
- Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care –Registered with the Australian Health Practitioner Regulation Agency

Preferred/ desired

- Previous experience working with Aboriginal and/or Torres Strait Islander community members or in an Aboriginal organisation.

CONDITIONS OF EMPLOYMENT

- Must pass a Criminal Police Record Check.
- Must pass and provide copy of Working with Children's Check (WWCC) (*or Teachers Registration if applicable*).
- Must hold current full Victorian Drivers Licence and provide a copy.
- Must have the right to work in Australia.
- Must pass an Employment History check.
- Must have and maintain a commitment to child safety, equity, inclusion, and cultural safety.
- **Vaccination Policy:** all staff are encouraged to be vaccinated against whooping cough, measles, mumps, and rubella (MMR) (*if not immune*), influenza (*annually*), hepatitis A and B, chicken pox (*if not immune*); shingles (*for eligible people*), and COVID-19. It is expected that Clinic, aged care, and djimbaya, staff will be vaccinated against the above diseases and will be required to complete a **Vaccination Consent Form**. It is also expected that Clinic staff will be vaccinated again diphtheria, tetanus, and pertussis (DTP).

EMPLOYEE STATEMENT

I have read, understood, and accepted the above position description of the Chronic Disease Management – Registered Nurse or Aboriginal Health Practitioner.

EMPLOYEE NAME:

SIGNATURE:

DATE:/...../.....