



MENTAL HEALTH & ADDICTION SERVICES

Position Description

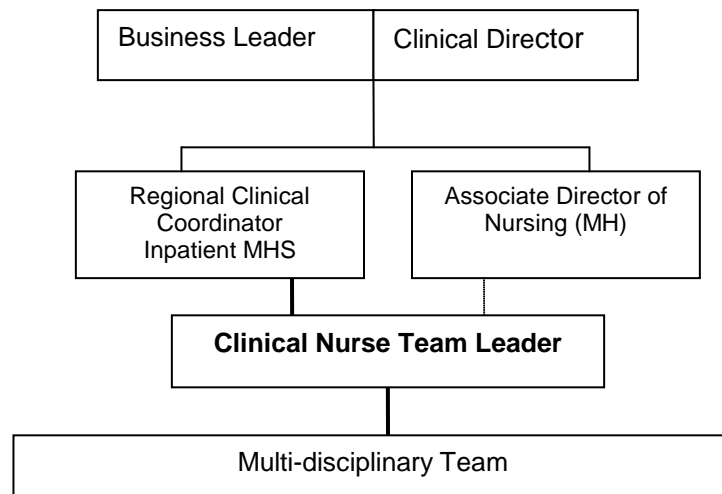
Position:	Registered Nurse, Mental Health Inpatient Unit, Tauranga
Report To:	Regional Clinical Co-ordinator Inpatient Unit Mental Health Services, Tauranga
Responsible For:	Nil Staff
Location:	Inpatient Unit, Tauranga
Hours Of Work:	80 hours per fortnight (full time rostered duties)
Liase With:	Multidisciplinary team MH&AS Community Teams Maori Health Services After Hours Managers Nurse Educator – Mental Health Associate Director of Nursing – Mental Health

Date: November 2009

ORGANISATIONAL ENVIRONMENT

The Bay of Plenty District Health Board has made a commitment to “healthy, thriving communities” and as such seeks the provision of effective, accessible and safe health and disability support services for the people of the district.

Organisation Context



PRIMARY FOCUS

The health professional is employed to provide safe, effective, high quality, client focused care, using professional knowledge and skills in accordance with BOPDHB:

- ⇒ Policies and procedures
- ⇒ Scope of Practice
- ⇒ Nursing Practice Standards
- ⇒ Professional Development and Recognition pathways.

Practice is in accordance with the partnership inherent in the Treaty of Waitangi.

KEY TASKS AND RESPONSIBILITIES:

Key Task 1: Clinical Practice

Maintains professional practice standards of clinical practice in accordance with ethical, professional and organisational guidelines.

Key Performance Measures

- » Maintains clear, concise, timely and accurate documentation in accordance with professional and service standards.

- » Client assessments are completed within acceptable timeframes utilising the nursing process to assess, implement and evaluate care.
- » The principles and practice of partnership are incorporated in all facets of assessment, intervention, treatment and care.
- » Fully involves clients and families in all aspects of the treatment process.
- » Recovery principles are utilised and incorporated into all treatment plans/planning in conjunction with the client and or family/whanau
- » Client care is implemented in a safe, effective and timely manner.
- » Utilises and nursing practice is consistent with the NZCMHN's standards of practice.
- » Plans and priorities workload and adapts as necessary.
- » Safe discharge and referral is provided as appropriate.
- » Actively engages in and effectively utilises clinical supervision and offers/provides this to clinical staff within the Mental Health Service as appropriate and as per the Mental Health Service Clinical Supervision Policy.
- » Participates in the development and formulation of practice guidelines, project work and other activities as required to maintain or improve the quality of services delivered, ensuring consumer representation and client/family focus.

Key Task 2: Communication and Team Work

Interacts effectively with clients, family/whanau, community groups/agencies and other health professionals

Key Performance Measures

- » Works effectively as a member of a multi disciplinary team demonstrating individual responsibility and accountability.
- » Engages in a collaborative service delivery approach with colleagues from the team and other Mental Health Services to best meet the clients needs.
- » .
- » Effectively utilises clear lines of communication and professional and individual accountability for practice is demonstrated.
- » Demonstrates an ability to access information systems as appropriate/required.
- » Appropriate clinical services and referrals are provided for the client.

- » Demonstrates a flexible approach and ability to cope with changing situations.
- » Identifies conflict and attempts to reach a positive conclusion.
- » Co-ordinates shifts as required and manages resources in an efficient and effective manner.

Key Task 3: Cultural Safety

Care is client focused and planned in regard to ethnic, cultural, religious and other individual needs.

Key Performance Measures

- » Demonstrates an active understanding of the Treaty of Waitangi and its application within Mental Health and the importance of Tangata Whanau.
- » Is aware of and upholds BOPDHB's commitment to the Treaty of Waitangi and the improvement in Maori health.
- » Demonstrates awareness of own cultural background, attitudes and values
- » Cultural and spiritual needs of clients are met with sensitivity, including those of family/Whanau and significant others.
- » Attends bicultural training offered by BOPDHB

Key Task 4: Ethical and Legal Practise

Clinical practice adheres to relevant legislative, company, service, New Zealand Nursing Council Code of Conduct and ANZCMHN's Standards of Practice.

Key Performance Measures

- » Holds a current Practising Certificate.
- » Is aware of legislation that impacts on mental health care delivery and practices within legal boundaries. This is to include the Mental Health (Compulsory Assessment and Treatment) Act 1992, the Privacy Act 1993 (Health Information Privacy Code 1994 and the Health and Disability Act.
- » Demonstrates knowledge of legal and ethical requirements pertaining to informed consent and other procedures that may impact upon the rights of clients.
- » Considers ethical issues when involved in planning and contributing to decision making around client care.

- » Maintains currency of ethical trends, research and recommendations.
- » Regularly records and reports statistical information and data as required.
- » Takes responsibility for reading and consistently adhering to service strategic directions, values, policies and procedures.

Key Task 5: Management of the Environment

Promotes an environment which maximizes client safety, independence, quality of life and health.

Key Performance Measures

- » Assesses risk factors and identifies strategies that maintain own, client and others safety.
- » Identifies and reports hazards.
- » Implements nursing responses, procedures and protocols for managing threats to safety within the clinical environment.
- » Undertakes required training in personal restraint procedures and takes responsibility for maintaining competency
- » Demonstrates awareness and understanding of service standards, policies, procedures and universal precautions.

Key Task 6: Health Education

Assists clients and groups to achieve satisfying and productive patterns of living through health education.

Key Performance Measures

- » Recognises the potential for health teaching in nursing interventions
- » Evaluates client learning needs and incorporates teaching into client treatment plans.
- » Ensures the client has adequate knowledge of the effects and consequences of treatment options.
- » Recognises own limitations and determines appropriate person to deliver health education sessions.

Key Task 7: Professional Development

Accepts responsibility for own professional development.

Key Performance Measures

- » Attends and participates in the Mental Health Service inservice programme.
- » Undertakes additional courses to promote personal and professional development.
- » Maintains BOPDHB and Mental Health Service mandatory certifications and additional clinical skills relevant to area.
- » Maintains an up-to-date knowledge of care/treatment/research in the area of community mental health.
- » Participates in performance review process.
- » Participates in service evaluation as required.

This position description is not exhaustive and the incumbent may be requested to perform any reasonable task requested by their Clinical Co-ordinator.

PERSON SPECIFICATION

Essential Criteria

- » Registered Nurse (Scope of Practice - Mental Health)
- » Current Annual Practicing Certificate.
- » Demonstrates a sound knowledge and understanding of mental illness and risk assessment in relation to acute mental health care.
- » Current clean motor vehicle drivers licencel

Desirable Criteria

- » Previous experience working with mental health clients within an acute inpatient setting.
- » Bachelor of Nursing or equivalent
- » Post-graduate qualification with a mental health focus.
- » Affiliation to an appropriate professional nursing organisation e.g NZCMHN's.
- » Experience of working within teams and knowledge of how teams work and exhibits willingness/ability to teach and/or share expertise within the team.

- » Computer literate.
- » Demonstrates a commitment to post-registration study and professional development.
- » Demonstrates cultural safety within the practice setting.

Personal

- » Demonstrates a commitment to quality.
- » Excellent communication skills and interpersonal skills.
- » Demonstrates flexibility and adaptability.
- » Able to prioritise work requirements.

Knowledge of:

- » Relevant legislation including Mental Health (Compulsory Assessment and Treatment) Act 1992, Privacy Act 1993, Health and Disability Act and the Health Practitioner Competency Assurance Act.
- » Treaty of Waitangi and its application to the health setting;
- » NZ Health Strategy.
- » NZ Nursing Council Code of Conduct For Registered Nurses.



MENTAL HEALTH & ADDICTION SERVICES

Tauranga Hospital

Position Description

Position:	Registered Nurse
Report To:	Team Leader/Clinical Coordinator Community Mental Health
Responsible For:	Nil Staff
Location:	Mental Health & Addiction Services
Hours Of Work:	80 hours per fortnight
Liaise With:	Triage Coordinator Multidisciplinary team Te Whare Maiangi Consultation-Liaison Psychiatry Child and Adolescent Mental Health Services Mental Health Services for Older People Community Alcohol and Drug Services Te Puna Hauora Kaupapa Team Consumer Advisor and Family/Whanau Advisor Professional Advisor appropriate to discipline Service-users, family and caregivers New Zealand Police Community and statutory agencies General practitioners and other health professionals General hospital departments and services Non-government organisations and Primary Health Organisations Nurse Educators – Mental Health
Date:	December 2009

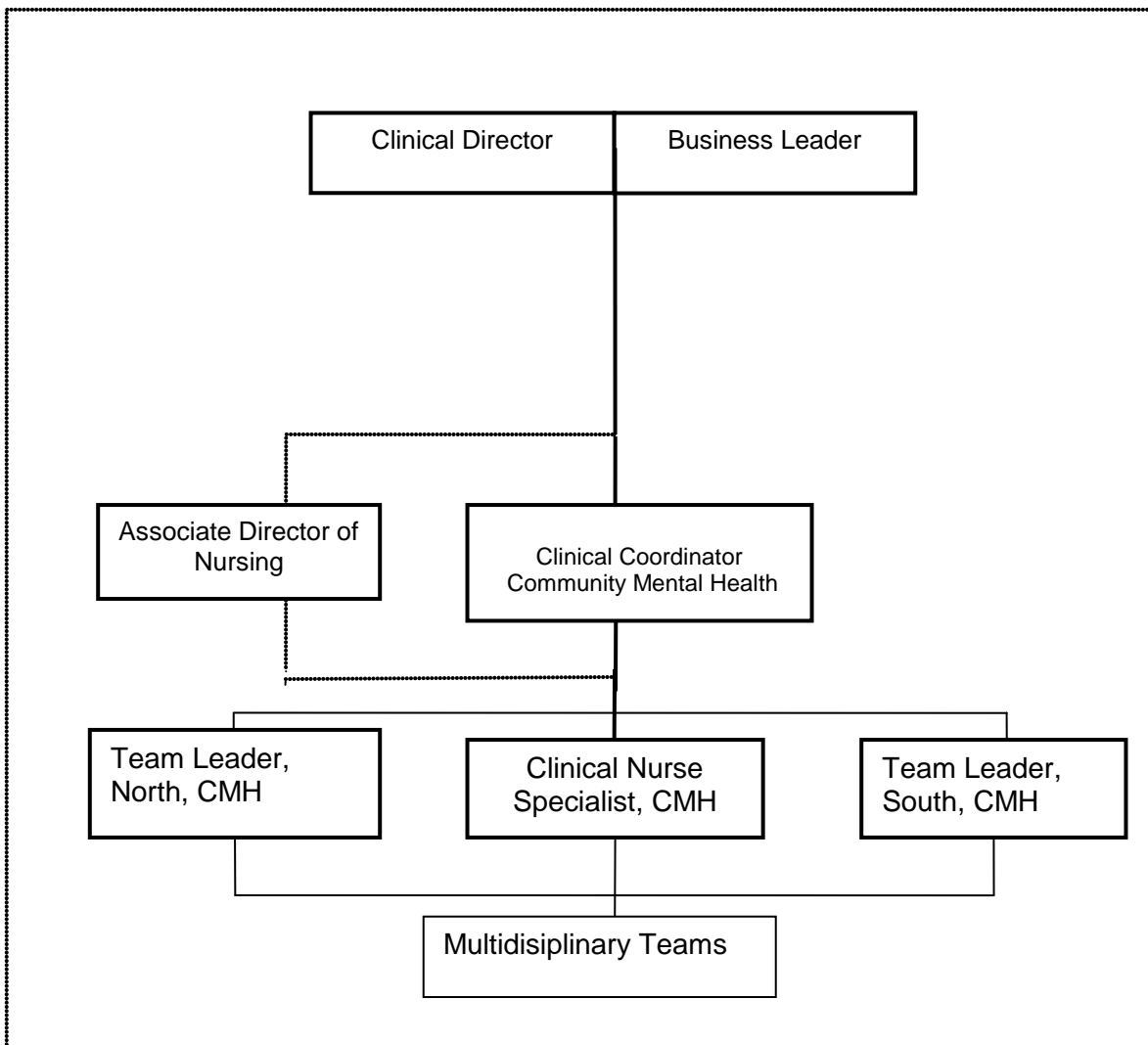
ORGANISATIONAL ENVIRONMENT

The Bay of Plenty District Health Board has made a commitment to “healthy, thriving communities” and as such seeks the provision of effective, accessible and safe health and disability support services for the people of the district.

Adult Community Mental Health Service is a secondary specialist service contracted to provide psychiatric care to those who experience serious mental disorders. We provide a twenty-four hour/seven day acute care service as well as ongoing community follow-up during business hours.

CMH has chosen a service model that integrates generic and specialist knowledge and skills to support a multi-skilled workforce to work together and do whatever it takes to meet the shared objectives for the benefit of service-users and their families. Each role requires application of core and common care delivery functions as well as valuing and utilising specialist knowledge and skills. Acceptance of a position within this team signals a commitment to partnership and collaboration, and a willingness to provide assistance and collegial support as required.

Reporting Relationships



PRIMARY FOCUS

The Registered Nurse will provide safe, effective care using professional knowledge and skills in accordance with policies and protocols and the Nursing Council New Zealand Registered Nurse scope of practice competencies. The registered nurse will utilise the scientific guidelines of the nursing process and an authentic therapeutic use of self.

The Registered Nurse will work with service-users, their families/whanau and the community to provide an effective community-based service. The nurse will employ his/her knowledge and skills to facilitate assessment, and implement planned treatment to the target populations, within existing legal frameworks. The registered nurse will be expected to monitor and review acute and ongoing treatment plans and care delivery within the multidisciplinary team environment according to service policy.

Registered nurses working with Community Mental Health Services understand that staff will maintain and apply skill-diversity by adhering to training requirements and taking opportunities to work in varied roles within the service.

The Registered Nurse will be guided by national strategic service directives such as the New Zealand Health Strategy. National Mental Health Sector Standards, Recovery and Strengths models, as well as local strategic directions outlined within policy, and protocol. The mental health care environment is evolving to meet expectations, priorities and needs of the community and the Registered Nurse is expected to creatively contribute to, and adapt to service changes.

KEY TASKS AND RESPONSIBILITIES:

Key Task 1: Cultural Safety

Care is individually focused and planned in regard to ethnic, cultural, religious and other needs

Key Performance Measures

- » Demonstrates a commitment to and active understanding of the Treaty of Waitangi and its application within Mental Health to improve Maori health status
- » Demonstrates awareness of the impact of own cultural background, attitudes and values
- » Demonstrates that cultural and spiritual needs of service-users are met with sensitivity, including those of family/Whanau and significant others.
- » Demonstrates that consultation occurs with Te Puna Hauora/Maori Mental Health Service in relation to care for service-users as appropriate.
- » Attends relevant Treaty of Waitangi/Bicultural training as arranged via BOPDHB.

Key Task 2: Professional responsibility

Accepts responsibility for ensuring that nursing practice and conduct meet the standards of professional, ethical and relevant legislative requirements.

Key Performance Measures

- » Adheres to professional standards of practice and acknowledges that competent practice is influenced and reinforced through membership of appropriate professional bodies
- » Is aware of legislation that impacts on mental health care delivery and service-user rights, and practices within legal boundaries. This includes but is not limited to the Mental Health (Compulsory Assessment and Treatment) Act 1992; the Privacy Act 1993 (Health Information Privacy Code 1994); Protection of Personal and Property Rights Act 1988, and the Health and Disability (Safety) Act, 2001; Health and Safety in Employment Act, 1992
- » Considers ethical issues in treatment planning and contributes an ethical perspective to decision-making
- » Demonstrates knowledge of, and accesses policies and procedural guidelines that have implications for clinical care
- » Has a clear understanding of the principles of delegation and accountability and seeks advice and support appropriately
- » Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by nursing students, and others
- » Actively engages in and effectively utilises clinical supervision and offers/provides this to clinical staff within the Mental Health Service as appropriate and as per the Mental Health Service Clinical Supervision Policy.
- » Maintains an up-to-date knowledge of care/treatment/research in the area of mental health and mental health nursing and ensures that practice is evidence-based
- » Completes and maintains MH&AS Core competencies via the in-service programme.
- » Maintains BOPDHB and Mental Health Service mandatory certifications and additional clinical skills relevant to area.

Key Task 3: Clinical practice

Utilises the nursing process to assess, plan, implement and evaluate care and maintains professional practice standards in assessing, planning, implementing and evaluating ongoing care for all service-users, actively engaging with and providing support, education and assistance to families/whanau and care-givers.

Key Performance Measures:

- » Demonstrates the ability to manage the environment by assessing risk factors, identifying and implementing strategies to maintain own safety and the safety of service-users and others
- » Demonstrates a flexible approach and ability to cope with changing situations.
- » Undertakes a timely comprehensive and accurate nursing assessment using suitable assessment tools to inform a provisional diagnostic formulation
- » Engages in robust ongoing assessment and management of risk
- » Develops individual treatment plans in collaboration with service-users and their families/whanau that reflects the issues identified at assessment
- » Incorporates discharge planning as part of the overall care strategy, including relapse planning and/or advance directives, and/or appropriate referrals to internal/external agencies
- » Makes nursing judgements based on current evidence-based nursing knowledge, research and reflective practice.
- » Facilitates the administration of pharmacological interventions as well as monitoring the adherence, efficacy, and side-effects of same. Ensures that service-users receive appropriate information and education about their prescribed medications.
- » Demonstrates competence in implementing therapeutic strategies:e.g. cognitive therapy
- » Plans and prioritises workload.
- » Presents health information and education to service-users and families/whanau in a sensitive manner that is readily understood

Key Task 4: Interpersonal relationships

The principles and practice of partnership are incorporated in all facets of assessment, intervention, treatment and care. Establishes, maintains and concludes therapeutic interpersonal relationships with service-users and their families, and demonstrates effective communication with colleagues.

Key Performance Measures

- » Incorporates authentic therapeutic use of self and interpersonal and micro-counselling skills as the basis for nursing care
- » Supports the personal autonomy and resourcefulness of service-users and their families and encourages their participation as partners in care
- » Works and communicates effectively as a member of the multi-disciplinary team, demonstrating individual responsibility and accountability.

- » Demonstrates an ability to manage conflict constructively

Key Task 5: Inter-professional health care and quality improvement

Collaborates with the multi-disciplinary team, and the wider community, to facilitate care delivery and demonstrates a commitment to the principle of continuous improvement at a service and personal level

Key Performance Measures:

- » Demonstrates ability to present referrals and crisis/acute cases for discussion at the daily MDT meeting concisely, with attention to all relevant information, and participates in decision-making.
- » Establishes and maintains networking relationships with GPs, relevant government and community agencies, and provides consultation as necessary
- » Contributes to service development and involves target group[s] in the planning, provision and monitoring of services
- » Demonstrates continuous commitment to quality improvement initiatives
- » Provides guidance and support to nursing students, graduate nurses and allied health professionals new to the clinical area.

ACUTE RESPONSE

In line with recommendations of the Mental Health Commission (2003), Mental Health Sector Standards (2001), and the service aims and objectives of the Mental Health & Addiction Services, Acute Response nurses will implement a **crisis resolution model of service delivery** that aims to

- To give highest priority to assessment and management of clinical risk
- Promote the service-user's strengths in managing mental disorder and psycho-social sequelae
- Decrease the destructive potential of mental disorder and
- Utilise person-specific risk management and relapse planning.
- Ensure continuity of service to the point of crisis resolution

Nursing practice will integrate timely acute assessment and management of all inquiries and new referrals, and short term therapeutic engagement with the intent of facilitating

- Provision of advice and assistance
- Resolution of the Mental Health issue
- Smooth transitions along the care pathway for service-users and their families
- Congruent referrals to primary care providers or allied MH&AS

Acute response nursing positions are

- rostered 24/7
- may be required to function in the role of Duly Authorised Officer. (MHA 1992).

CASE MANAGEMENT

The designated case manager for a service user is the primary person for contact and treatment planning and coordination of care for that person. That includes the organisational expectation regarding reporting such as: HONOS, KPP, and relapse prevention plans.

The case manager will work within an integrated and eclectic model of care predicated on crisis resolution, strengths and Recovery philosophies that aims to

- promote the service-user's strengths in managing mental disorder and psycho-social sequelae and
- decrease the destructive potential of mental disorder and
- utilise person-specific risk management and relapse prevention planning in a timely and congruent manner.

The scope of practice may include acute assessment and response and timely management of referrals, ongoing care, review and discharge planning. The case load may include service-users experiencing acute mental disorder as well as those requiring continuing care and includes facilitating:

- Coordination and access to care and ensuring smooth transitions along the care pathway for service-users and their families
- resolution of distress and effective management of mental health issues
- re-integration with family and primary care networks

SPECIAL FOCUS ROLES

The Registered Nurse provides core Mental Health Nursing care, but also may apply and integrate special interests, knowledge and skills as an additional focus in a variety of roles such as: individuals with high and complex needs; maternal mental health; eating disorders; dual disability [with intellectual disability]; dual diagnosis [with substance abuse issues], etc. It is acknowledged that a specific additional focus is required in all of these instances, but that core nursing knowledge and skills forms the basis of service provision. It is expected that nurses working with specific service-user groups will employ the principles outlined above in all aspects of their care delivery.

Essential

- » Mental Health Professional
- » Minimum three years post graduate clinical experience in Mental Health
- » Tertiary qualification
- » Current Annual Practicing Certificate
- » Knowledge of mental disorder and diagnostic formulations
- » Competence in comprehensive assessment, risk assessment, the use of the mental status examination and problem formulation
- » Clinical skills in engagement, de-escalation, conflict resolution, and problem solving
- » Ability to discuss and negotiate management plans with clinicians
- » Ability to be flexible, prioritise and delegate
- » Excellent interpersonal and micro-counselling skills
- » Good written and oral presentation skills
- » Strong client focus
- » Sensitivity to the context and experience of others
- » Cultural awareness and safe practice
- » Respect for privacy and confidentiality
- » A professionally based attitude to mental health care
- » Knowledge of relevant legislation including Mental Health (Compulsory Assessment and Treatment) Act 1992, Privacy Act 1993, Health and Disability Act, Health Practitioners Competency Assurance Act, and the NZ Health Strategy (Te Tahahu; Te Kokiri)
- » Computer literacy
- » Current clean motor vehicle drivers licence.

Desirable Criteria

- » Post-graduate qualification with a mental health focus
- » Affiliation to an appropriate professional organisation
- » Previous experience within community based mental health settings
- » Experience of working within a multi-disciplinary team and knowledge of how teams work.