Position Description

Position Title: Specialty Clinical Nurse – Diabetes
Service Group: General Medicine - Diabetes
Team: Medical Services
Reports to: Nurse Practitioner Diabetes
Direct Reports: None
Authority Level: Nil delegations

The Bay of Plenty District Health Board
The District Health Board's fundamental purpose is to work within the resources allocated to it, to improve, promote and protect the health of the whole population within its district, and to promote the independence of people with disabilities.

Vision: Healthy, thriving communities.
Mission: Enabling communities to achieve
Our Values: Compassion, All-one-team, Responsive, Excellence

The Bay of Plenty District Health Board (BOPDHB) is committed to the Treaty of Waitangi principles of Partnership, Participation and Protection, and to meaningful engagement in decision-making with Tangata Whenua at strategic, operational and service levels.

Delivering this commitment is through: the implementation of our He Pou Oranga Tangata Whenua Determinants of Health framework: respect for and promotion of our Kawa and Tikanga Māori; ensuring cultural safety; seeking to eliminate disparities in health between Māori and Non Māori.

All staff have a part to play in this commitment.

This is a Designated Senior Nurse position

Primary Purpose
To provide specialized client centered care, education and advice using evidence based knowledge and skills, to enable people with Diabetes to manage their health to achieve optimal outcomes.
Principal Accountabilities

1. Clinical Practice
   • Provides specialty care, education and advice to clients and health professionals
   • Uses expert nursing knowledge and skills to assess, implement, plan and evaluate client/family/whanau health needs.
   • Actively involves the client in assessment, planning, delivery and evaluation of care
   • Ensures care is client focused and planned with regard to individual cultural needs.
   • Assists with the management of referrals to the secondary service and works with the Diabetes and Endocrine SMOs to determine need and level of assistance required
   • Incorporates Treaty of Waitangi principles into specialty practice to contribute to the improvement of Maori health status.
   • Promotes independence and self-management relevant to client, to support maximum health, life modification and reduction in risk factors.
   • Actively involves other health professionals and medical staff as appropriate
   • Reviews referral criteria and processes regularly
   • Where appropriate, arranges home/clinic visits to provide patient education and management in a safe, timely and acceptable manner
   • Develops and maintains effective key partnerships to ensure a coordinated team approach to specialty service delivery
   • Demonstrates the ability to work successfully with a client group with often complex and challenging psychosocial and behavioural presentations in relation to their illness.

Key Performance Indicators
   • 80% of referrals are responded to within a timeframe appropriate to the situation and in line with referral guidelines for the specialty
   • 80% of feedback confirms use as an advanced resource for management of treatment regimens within the inpatient setting
   • All assessments and treatment plans are appropriate and demonstrate expert knowledge and skills
   • 80% of feedback confirms appropriate use as a specialty resource
   • Treaty partners confirm appropriate consultation and liaison.

2. Professional Development and Leadership
   • Maintains own specialty clinical competence and professional development
   • Contributes as a resource and role model for specialty
   • Reviews and maintains educational resources for the specialty, ensuring relevance, currency and availability
   • Provides effective education for patients, staff and community groups as required
   • Advances own specialist clinical competence, knowledge of best practice management standards and professional development.
   • Actively involved with service planning and processes related to specialist services locally.

Key Performance Indicators
   • Required certificated skills are current
   • Evidence of ongoing professional development
   • Evidence of teaching and education sessions provided
   • Evidence of development and ongoing maintenance of professional portfolio
   • Senior nurse PDRP attained.
3. **Management of the Environment**
   - Proactively maintains health and safety for clients, families, and staff
   - Maintains infection control standards
   - Actively manages clinical risk and contributes to quality and risk planning

**Key Performance Indicators**
- Evidence of risks identified and action taken
- Evidence of attendance at all relevant/mandatory training/certification sessions

4. **Continuous Quality Improvement**
   - Participates in quality improvement activities and/or research
   - Displays a responsible approach in the use of available resources
   - Optimizes patient attendance at clinics/education sessions
   - Participates in the development of care pathways/protocols/guidelines in the specialty as appropriate

**Key Performance Indicators**
- Evidence of contribution to quality improvement activities and/or research
- Undertakes at least two audits per year, and evidence of change in practice as a result of same
- Evidence of contribution to the development of care pathways/protocols/guidelines

This position description is not exhaustive and the incumbent may be requested to perform any reasonable task within the scope of the position as requested by the Nurse Leader - Medical

This position description will be reviewed from time to time in consultation with the incumbent.

**Key Relationships**

<table>
<thead>
<tr>
<th>Internal</th>
<th>External</th>
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<tbody>
<tr>
<td>Nurses/Midwives</td>
<td>Community based health services</td>
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<td>Allied Health</td>
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<tr>
<td>Clients, Families</td>
<td></td>
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<tr>
<td>Medical Staff</td>
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<tr>
<td>Regional Maori Health Services</td>
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### Success profile – Speciality Clinical Nurse - Diabetes

<table>
<thead>
<tr>
<th>CARE Values - Manaakitanga Who am I?</th>
<th>Experience – What have I done?</th>
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</thead>
<tbody>
<tr>
<td>• Caring, empathetic, open and supportive</td>
<td>• Significant and varied general clinical experience</td>
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<td>• Respect each individual, polite and non-judgemental</td>
<td>• Recent clinical experience working with clients with diabetes in an acute secondary care setting</td>
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<tr>
<td>• Able to build a rapport, actively listen to patients, show understanding and make a difference</td>
<td>• Clinical leadership and continuous development opportunities for staff.</td>
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<td>• An effective communicator, work as a team member, professional, calm, willing and patient focused</td>
<td>• Student/New staff preceptor</td>
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<td>• Share knowledge, develop self and others, will speak up about practice issues and give/receive</td>
<td>• Evidence of delivery of staff education and clinical coaching.</td>
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<tr>
<td>constructive feedback</td>
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<td>• Involve the team/patients/families in decisions</td>
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<tr>
<td>• Self-aware, consistent, confident, flexible, pay attention to detail and plan ahead</td>
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<thead>
<tr>
<th>Competencies – What am I capable of?</th>
<th>Knowledge – What do I know?</th>
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<tbody>
<tr>
<td>• Able to demonstrate a commitment to quality</td>
<td>• Registered Nurse with current practising certificate</td>
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<td>• Flexible, adaptable and embrace change</td>
<td>• Post Graduate Certificate in specialty</td>
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<td>• Show a professional demeanour and high level of personal integrity</td>
<td>• Achieved minimum PDRP Proficient level</td>
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<td>• Well-developed problem solving and critical thinking and analytical skills</td>
<td>• Computer competent</td>
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<td>• Can utilise well-developed written and verbal communication skills</td>
<td>• Knowledge and understanding of research findings to support evidence based practice.</td>
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<td>• Demonstrate a commitment to Treaty of Waitangi</td>
<td>• Current valid driving licence</td>
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<td>• Committed to providing a culturally safe environment for clients and whanau</td>
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<td>• Ability to prioritise a varied workload</td>
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<td>• Able to work independently, and within team environment</td>
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<tr>
<td>• Networks effectively in area of specialty</td>
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<tr>
<td>• Demonstrates a commitment to quality</td>
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<tr>
<td>• Flexible, adaptable and embraces change</td>
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**Clinical Specialty Nurse Diabetes**  
**Director of Nursing**  
**180918**
You agree to demonstrate flexibility and a willingness to perform a variety of tasks to promote and support BOPDHB initiatives.

You are required to meet the Health and Safety at Work Act 2015 requirements as set out in the BOPDHB Health and Safety policies and protocols. This includes completing successfully any health and safety training provided by the BOPDHB.

You are required to maintain a standard of health which will allow for the performance of all duties and functions of the position. All BOPDHB sites are smokefree environments.

**Health Practitioners Competence Assurance Act 2003**

1. You are required to maintain your current competency based practicing certificate.
2. You must notify your Manager of any changes to scope or conditions on practice (determined by Regulatory Authority).
3. You must complete the requirements of any competency programme.
4. You must notify your employer of concerns relating to the risk of harm to the public of another health practitioner practicing below the required standard of competence.
5. Know the provisions of the HPCA Act as the governing legislation.

**Vulnerable Children Act 2014**

Due to this position having contact with children and the BOPDHB’s commitment to child protection, you will be subject to ‘safety checks’ under the Vulnerable Children Act at the time of hire and thereafter as per the relevant legislation.

**Position Holders Declaration**

I certify that I have read, understand, and agree to this position description.

Name: __________________________________________________________

Signature: ________________________________________________________

Date: ____________________________________________________________

Clinical Specialty Nurse Diabetes
Director of Nursing
180918
### Compassion
Cares about other people. Has empathy and understanding. Is calm and reassuring. Protects people’s dignity.

- Cared for and respected
- Treated with respect and cultural sensitivity
- Valued and engaged

Is rude, bullies, intimidates or humiliates. Creates anxiety. Doesn’t act if someone’s dignity is suffering.

Disrespectful, judgmental, makes assumptions about people. Gossips or talks behind people’s backs. Rough behaviour.

Criticises people’s efforts, takes people for granted, makes people feel undervalued, belittled or inadequate.

### All-one-team
Shares knowledge and information openly and honestly, clearly explains and updates people on what’s happening.

- Clear about what’s happening
- Listened to
- Involved in a partnership model

Withholds knowledge and information, leaves people confused or in the dark.

Doesn’t listen, talks over people, dismisses or puts people down, makes decisions without consultation.

Doesn’t trust or involve people in things that affect them. Excludes, micro-manages.

### Responsive
Friendly, polite, approachable, warm. Introduces themselves. Creates a happy environment. Smiles when appropriate.

- Positively welcomed
- Supported, so they would want to be cared for or work here
- We are flexible and efficient, and use resources wisely

Ignores people, snappy or aggressive tone of voice or behaviours, ‘rushing’ and saying “I’m too busy”.

Passes the buck, says “it’s not my job”, unsupportive, does not take responsibility and leaves work for others.

Often late. Leaves people waiting unnecessarily or puts people under pressure with unrealistic timeframes.

### Excellence
Chooses to take a positive, will-do attitude. Looks for solutions. Uses positive words and actions to good effect.

- Part of a positive culture of high achievement
- Things are always improving
- Safe
- We are role models who are open to feedback

A negative attitude, often moaning, complaining or grumpy. Focuses on problems.

Assumes they know best, resists change, not interested in learning or developing. Happy with ‘good enough’.

Inconsistent, cuts corners, closed to new evidence.

Blames. Closed to feedback. By not speaking up about poor behaviour or unsafe practice they condone it.