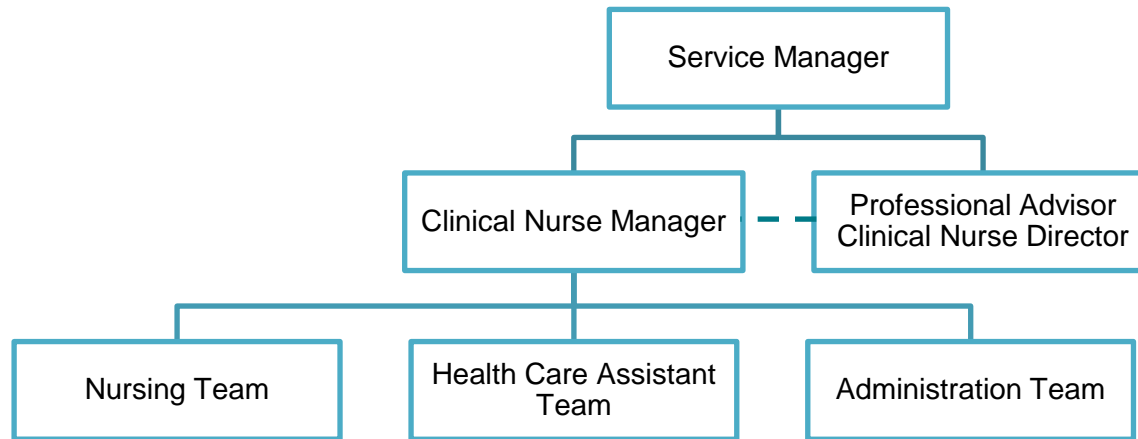


POSITION DESCRIPTION

Position	Gastroenterology – Clinical Nurse Specialist (CNS)	Direct Reports	Nil
Responsible To	Clinical Nurse Manager (CNM) – Nurse Specialist Team, Medicine Service	Location	Rotorua and Taupō
Financial Delegations	Nil	Date	August 2024
Relationships Internal	Nursing Staff Medical Staff Allied Health Staff Administration Staff Duty Managers Maori Health Teams Clinical Nurse Educators Clinical Nurse Specialists Clinical Nurse Directors Other Departments	Relationships External	Patients NZ Liver Transplant Unit Hepatitis B Foundation NZ IBD Nurses Group NZ Hepatitis Nurses Group Family, Whanau, Caregivers Community Agencies Other Health Providers Social Services



1. Primary Purpose(s) of the Position

The Gastroenterology Clinical Nurse Specialist (CNS) is responsible for providing specialist nursing care and expertise both in direct care delivery and in the provision of nursing expertise and guidance to other staff in the management, monitoring and surveillance of defined patient groups/area of specialty practice, namely Inflammatory Bowel Diseases (Crohns and colitis); Hepatitis; those at risk of developing Hepatocellular Carcinoma (HCC); and Lakes Liver Transplant recipients.

As a member of the designated senior nursing team the CNS has a key resource role in supporting and enhancing the delivery of timely, effective care to patients. The Gastroenterology CNS is required to facilitate nurse-led clinics and concurrent clinics alongside the Gastroenterologist(s); coordinate multidisciplinary care for complex presentations; promote evidence based principles and practices; and promote timely access to appropriate services in consultation and collaboration with the Gastroenterologist(s) and other internal and external health care providers as required.

As a senior nurse, this role also has a responsibility for improving the quality of professional nursing practice and safe guarding high standards of care in Health NZ Lakes through auditing, researching, evaluating, developing and implementing standards of nursing practice in the specific area of practice and supporting an environment in which excellence in clinical care can flourish

Key Objectives

Nursing Practice

Delivers quality nursing care in line with registration and current practising

Expected Outcomes

- Demonstrates continuing achievement of competencies within the four domains for a Registered Nurse with Nursing Council of New Zealand: (<http://www.nursingcouncil.org.nz/content/download/263/1205/file/Nursing%20comp%20for%20RN.pdf>)

Key Objectives

certificate competency requirements of the Nursing Council of New Zealand.

Contribution to Service delivery

Provides support to CNM and the Gastroenterology team in achieving the aims of the service

Expected Outcomes

- Professional Responsibility
- Management of nursing care
- Interpersonal relationships
- Inter-professional health care and quality improvement
- Maintains NCNZ requirements of an annual practicing certificate.
- Meets the orientation and ongoing knowledge and skill requirements for relevant clinical areas.
- Maintains currency in organisational core certification as relevant to the clinical area.
- Notify your manager of any changes to your scope of practice or conditions on practice (determined by NCNZ).
- Comply with any specific conditions on practice as determined by NCNZ.
- Maintains knowledge of and practices within the HPCA Act, code of conduct NCNZ and other governing legislation relevant to the nursing role.
- Practices within Health NZ Lakes policies, protocols and Nursing Practice Standards.
- Undertakes and manages a specific portfolio of responsibilities as agreed with the CNM.
- Provides direct management of care for the agreed population of clients with Inflammatory Bowel Diseases (Crohns disease and colitis) in association with and under supervision of the Gastroenterologists
- Provides direct management of care for the agreed population of clients with Hepatitis A, B and C in association with and under supervision of the Gastroenterologists.
- Manages the surveillance for patients at risk of developing Hepatocellular Carcinoma (HCC).
- Responsible for coordinating the ongoing management, monitoring and surveillance of Lakes Liver Transplant recipients in collaboration with the NZ Liver Transplant Unit and the primary Gastroenterologist.
- Organises and prioritises work distribution to manage changes in work load.
- Provides evidence of efficient and effective case load management, including the accurate collection of referral and patient contact data.
- Responds to findings on patient assessment and refers to relevant medical specialties for further diagnostics, or evaluation as necessary.
- Act as a point of contact to provide information and support to patients.
- Actively facilitates and role models team working and flexibility between multidisciplinary and support staff members
- Works proactively with Gastroenterologists to ensure effective service delivery to patients using the service.
- Provides care which enables effective patient journeys through the care continuum.

Key Objectives

Expected Outcomes

Patient centred care coordination

Management of individual patient and whanau care

- Provide leadership in care co-ordination, including advocating for care co-ordination as a core function and responsibility of all health professionals.
 - Monitor clinical outcomes/indicators and manages variance to agreed protocols/pathways.
 - Undertake/participate in audit/reviews of nursing practice and procedures and show a commitment to the accreditation process
 - Participates in health promotion activities pertaining to specialty area
-
- Undertakes planned comprehensive and accurate nursing assessment of clients in a variety of settings to achieve identified outcomes.
 - Maintains accurate documentation of all aspects of patient/client care provided.
 - Ordering, interpreting appropriate diagnostic tests and responsible for follow-up
 - Promotes an environment that maximises client safety, independence and quality of life.
 - Identifies situations of clinical risk and takes appropriate action to ensure a safe environment for patients/clients, families/whanau and staff.
 - Implements evidenced based practice with the intention of combining medical and nursing duties to promote excellence in patient care.
 - Provides expert speciality knowledge, clinical leadership and disease management advice for patients and their families / whanau and others involved in the patient's care
 - Responds to findings on patient assessment and involves relevant gastroenterologist for further diagnostics, or evaluation as necessary.
 - Uses advanced knowledge research and skills to provide direct nursing care/interventions for patients in the service to achieve specific outcomes.
 - Fosters the provision of positive patient/client outcomes and person centred care.
 - Communicates findings from assessment and care planning to others involved in the care of the patient.
 - Assess client family level of understanding and delivers adjusted, appropriate education to improve knowledge of treatment, prevention of complications and to promote wellbeing.
 - Provide advocacy and leadership in facilitating choice and patient centred decisions in the management of care.
 - Nursing care plans are monitored and evaluated for effectiveness of nursing care delivery and any changes made in partnership with client and their support network
 - Provide education and immediate support based on the patient's individual need in collaboration with the multidisciplinary team

Senior Nursing and Professional Leadership

- Demonstrates nursing leadership through broad problem solving and analytical skills in relation to nursing standards at service, organisational and regional or national level.
-

Key Objectives

Provide advice/education to nurses and other health professionals

Expected Outcomes

- Utilised in an expert/advisory capacity for extensive nursing experience / knowledge.
- Works through, or mentor nurses through, change processes to introduce nursing initiatives which are evidence based and quality focused to improve nursing standards / practice and enhance the service provided. The change process incorporates partnership with Māori, other client groups and the health team.
- Evidence of application of learning gained from post graduate or post registration education to advance own nursing practice / role.
- Actively participates in professional groups to advance nursing practice
- Clinical leadership is evident through the empowerment and motivation of others
- Acts as a resource providing advice and education to nursing staff and other health professionals as required.
- Undertakes coaching and teaching in relation to area of clinical specialty practice to nursing staff and other health professionals

Ongoing Professional Development

- Maintains and extends own clinical expertise and nursing knowledge
- Participates in case reviews and on-going activities as required
- Is responsible for own professional development
- Is available as a resource to the multidisciplinary team, other allied health professionals and community health related personnel
- Participates in health promotion activities pertaining to specialty area
- Attends appropriate in house education pertaining to role

Key Objectives

Description

Expected Outcomes

Communication and Personal Interaction

Te Ringa Hora



the open hand (denoting someone who is sociable)

Openly communicates

- Transfers information effectively verbally and writes clearly, coherently and succinctly.
- Shares well thought out, concise and timely information with others using appropriate mediums.
- Builds team spirit, facilitates resolution of conflict within the team, promotes/protects team reputation, shows commitment to contributing to the team's success.
- Articulates differing perspective on an issue and can see the merit of alternative points of view.
- Works with other managers and teams to streamline processes for the best efficiency for both teams.
- Connects with others and listens, reads people and situations and communicates tactfully.
- Gets to know their team members and treat them with respect, valuing and contribution

Strategy & Performance

Te Ringa Raupā



the roughened hand (symbolising a hard worker)

Spends energy on delivering role requirements and meeting objectives. Organises own time to deliver on required tasks and duties

- Has an energetic approach to work and is self-motivated
- Accepts direction and instruction of manager but is able to work effectively without direction or guidance
- Organises time and resources effectively
- Understands and work towards achievement of the organisation's goals.
- Utilises effective time management strategies to meet shift duties and works towards achieving objectives in any spare moments.

Key Objectives

Development and Change Te Ringa Ahuahu



Te Ringa Ahuahu

the hand that shapes or fashions something (refers to someone who is innovative)

Description

Accepts change in day to day practices and contributes to decision making of the team.

Makes suggestions

Expected Outcomes

- Can adjust behaviour to the demands of the work environment in order to remain productive through periods of transition, ambiguity, uncertainty and stress.
- Works with manager and team to make any changes to practice work
- Contributes to change process, offering solution based ideas
- Constructively makes suggestions to improve process or practice and gain efficiencies
- Accepts when ideas are not accepted for implementation.

Personal Accountability

Te Ringa Tōmau



Te Ringa Tōmau

the hand that is trustworthy

Is open with manager and colleagues and open to accepting feedback and critique to improve upon practice

Looks for and undertakes development activities appropriate for role and career development

- Offers and receives constructive critique of practice and self.
- Establishes rapport with others and gains their respect while being adaptive in relating to different types of people and situations to allow improvement to be made
- Fosters the implementation of organisational and nursing goals and values, promotes Lakes as a centre of excellence for nursing practice.
- Responds and queries how improvements can be made
- Advises manager wherever issues maybe impacting on performance
- Recognises areas that could be improve in own practice
- Requests learning and development opportunities to enhance practice in role and/ or to assist where improvements can be made

Key Objectives

Culture and Values

Te Ringa Taurima



*the hand that nurtures, encourages,
supports*

Description

Operates in line with Lakes values and expectations and professional codes of conduct.

Expected Outcomes

- Demonstrates manaakitanga, respect, integrity and accountability in everyday performance
- Incorporates the Lakes Way into day to day business activities.
- Demonstrates the culture and the agreed behaviours of Te Iti Kahurangi
- Shows respect for patients, colleagues, managers, MDT and others.
- Utilises the Lakes way to engage with patient/family/visitors and MDT

Compulsory Requirements

Māori Health

Māori philosophies and values of health are demonstrated in work practice.

Expected Outcomes

- Meaningful relationships are established with Te Aka Matua (Rotorua and Taupo Hospitals) and Lakes Maori Health division in the planning and delivery of services.
- Practices are consistent with Te Tiriti o Waitangi /The Treaty of Waitangi when working with Māori.
- Delivery of safe services for Māori are facilitated by ensuring they can access treatment options and are involved in the planning and delivery of their care.
- Māori are enabled to access and participate in cultural activities provided by the Lakes.
- A commitment to improving the wellbeing of Māori by increasing cultural knowledge in the Lakes is shown.

Te Iti Kahurangi

The Lakes Way, Our Place Our Culture.

- Works within the Te Iti Kahurangi framework and supporting guide document.

Record Keeping

- Complies with the Lakes Corporate Records Management policy to create and maintain full and accurate records.

Quality & Risk

Patient safety is paramount to the service we deliver at Lakes. This is to be achieved in a clinical governance framework that is culturally responsive and identifies and manages risk and opportunities to improve.

- Employees are supported to lead by example and implement a culture of continuous quality improvement.
- Risks that may prevent Lakes from achieving their goals are identified, reported, and managed.
- Māori patients are provided patient-centred care to achieve positive Māori health outcomes.
- Needs of Māori are reviewed and reported in the further development of practice, process and or policy.
- Evidence-based methodologies are used to support improvements, e.g. Kaupapa, Māori methodology.
- Quality care is provided to certification standards.

Compulsory Requirements

Health & Safety

Each individual is responsible for ensuring the safety of themselves, their colleagues, patients and their visitors and to comply with all organisational health and safety policies, procedures and guidelines.

Expected Outcomes

- Implementation and reinforcement of a proactive healthy work place culture which reflects relevant Lakes policy and legislative requirements.
- Healthy lifestyles are actively promoted and participated in, within the work area.
- Employees participate in Health and Safety within areas of work.
- Health and Safety activities are appropriately documented within specified timeframes.
- Health and Safety policies have been read and understood and are applied in the workplace.
- Health and Safety policies are appropriately documented within specified timeframes and incidents are reported immediately.
- Any opportunities for improving Health and Safety are reported and acted upon in a timely manner.
- All near misses/incident/accidents are reported to the appropriate line manager within 24 hours.

Signatures:

Line Manager:

Position Description Approved: _____

Employee:

Acceptance of Position Description: _____

(Please also initial all other pages to show acceptance of position description.)

Person Specification

Education and Qualifications

Essential

- Registration with Nursing Council New Zealand (NCNZ)
- Current annual practicing certificate
- Minimum post graduate certificate in nursing
- Current full driver's licence

Desirable

- Has or working towards Master of Nursing

Experience

- Recent hospital and or community experience of gastroenterology services.
- Knowledge of the pathophysiology, management and treatment of Inflammatory Bowel Diseases
- Knowledge of the ongoing management and treatment of Hepatitis A, B and C.
- Knowledge of the surveillance required for patients at risk of developing Hepatocellular Carcinoma (HCC).

- Has experience in leadership

Person Specification

Essential

Desirable

Knowledge

- Knowledge of the ongoing surveillance required for Liver Transplant recipients.
 - Health and Disability Code of Consumer Rights 1996
 - Health Information Privacy Code 1994
 - Health Practitioners Competency Assurance Act 2003
 - Human Rights Act 1993
 - Lakes District Health Board Quality Framework
 - Medicines Act 1981 and Medicines Regulation 1984
 - Misuse of Drugs Act 1975 and Regulations 1977
 - Nursing Council of New Zealand Code of Conduct 2004
 - Nursing Council of New Zealand Competencies for Scope of Registered Nurse 2005
 - Te Tiriti O Waitangi in the provision of health care services and support to Māori.
 - Te Tiriti O Waitangi in practice, process, policy development and decision making.
 - Lakes DHB is a Reorua organisation knowledge and understanding of Te Reo Maori /Correct pronunciation
- Te Reo Maori

Skills

- Pronunciation of Te Reo Maori words and names
-

Personal Attributes

- Caring and compassionate attitude towards clients, whanau and co-workers
 - Motivated and self-directed
 - Excellent interpersonal skills
 - Adaptability and flexibility
 - Prioritisation, time and workload management skills
 - Works well within team to achieve collective outcomes.
- Non-smoker preferred.
 - Flexibility and lateral thinking.
 - Professional affiliation



2. About Health New Zealand – Lakes

At Lakes we place the highest value on the health and wellbeing of everyone in our community. As such all healthcare workers are expected to play a part in the creation and promotion of an environment which lives the following vision, mission and values:

Vision

Healthy Communities – Mauriora! In this vision Mauriora refers to the Mauri - being the life essence and the source of well-being, and ora - describing the state of wellness.

Strategic Mission

- Achieve equity in Māori health.
- Build an integrated health system.
- Strengthen people, whanau and community wellbeing.

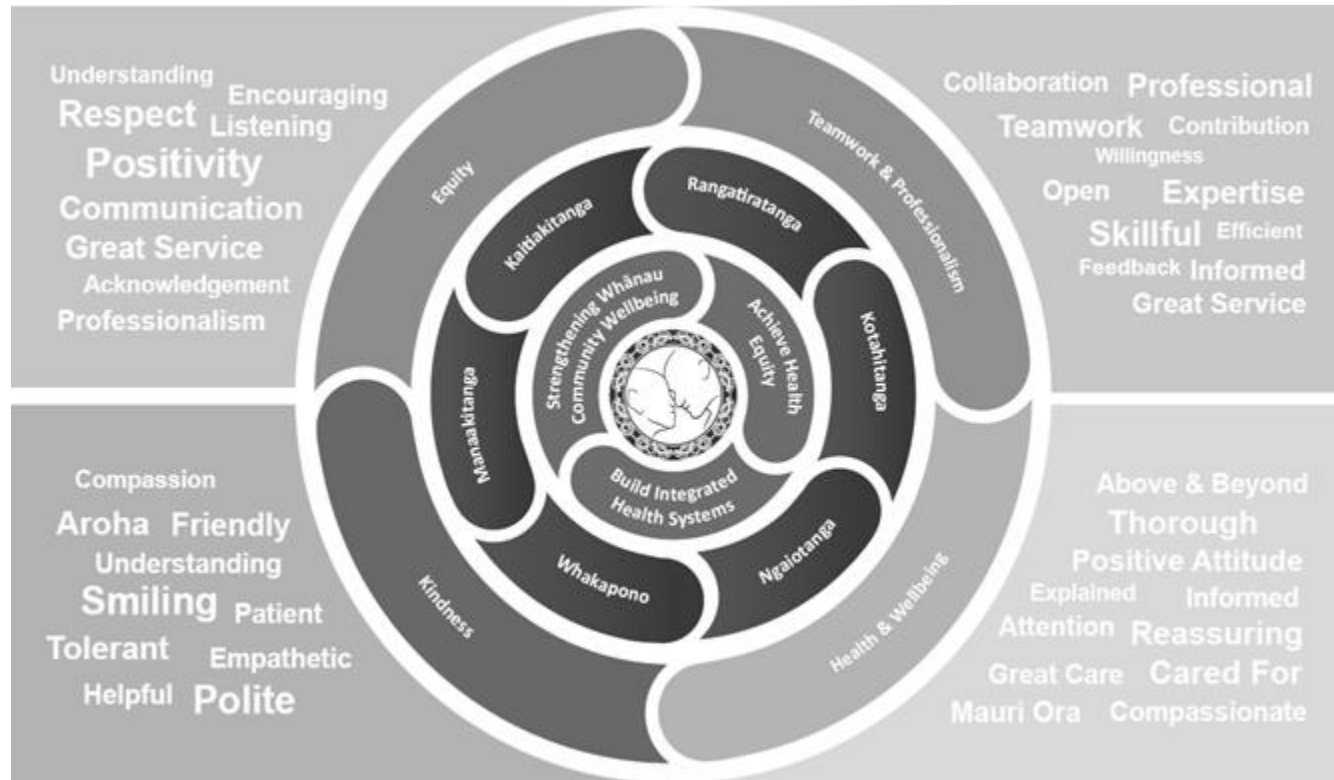
Three Core Values

Manaakitanga Respect and acknowledgment of each other's intrinsic value and contribution.

Integrity Truthfully and consistently acting collectively for the common good.

Accountability Collective and individual ownership for clinical and financial outcomes and sustainability.

3. Te Iti Kahurangi – The Lakes Way, Our Place, Our Culture – We Will



4. Te Tiriti O Waitangi

Our expression of Te Tiriti o Waitangi

The text of Te Tiriti, including the preamble and the three articles, along with the Ritenga Māori declaration, are the enduring foundation of our approach to achieving health and independence. Based on these foundations, we will strive to achieve the following four goals, each expressed in terms of mana.

Mana whakahaere

Effective and appropriate kaitiakitanga and stewardship over the health and disability system. Mana whakahaere is the exercise of control in accordance with tikanga, kaupapa and kawa Māori. This goes beyond the management of assets and resources and towards enabling Māori aspirations for health and independence.

Mana motuhake

Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives and to live on Māori terms and according to Māori philosophies, values and practices, including tikanga Māori.

Mana tangata

Achieving equity in health and disability outcomes for Māori, enhancing the mana of people across their life course and contributing to the overall health and wellbeing of Māori.

Mana Māori

Enabling Ritenga Māori (Māori customary rituals), which are framed by te ao Māori (the Māori world), enacted through tikanga Māori (Māori philosophy and customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

Lakes is committed within the framework of the New Zealand Public Health and Disability Act (2000) to supporting the Crown's commitment to upholding its Tiriti promises.

5. Organisation Structure

