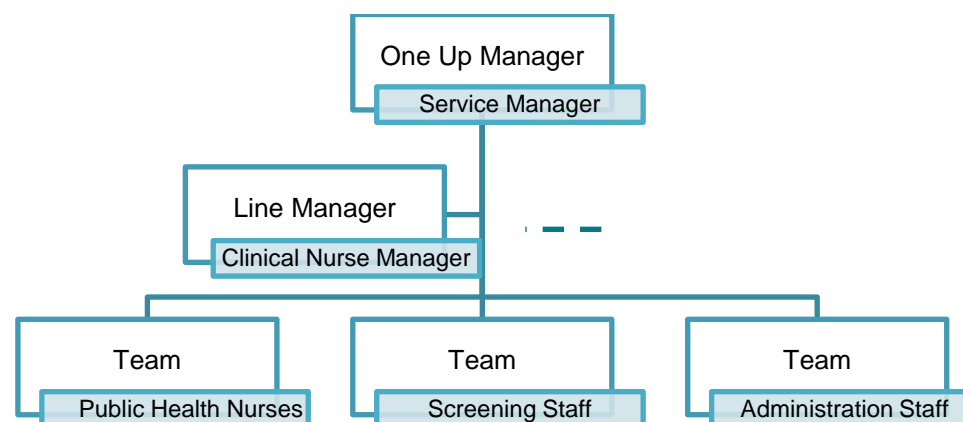


POSITION DESCRIPTION

Position	Ear Nurse Specialist	Direct Reports	Nil
Responsible To	Clinical Nurse Manager –Women, Child and Family Community	Location	Rotorua and Taupō
Financial Delegations	Nil	Date	December 2021
Relationships Internal	Administration Staff Public Health Nurses Children’s Outreach Nurses Vision & Hearing Technicians B4 schools Team Paediatricians and Medical Staff Audiology Otorhinolaryngologists Neurodevelopmental therapists Social Workers Child Advocate and family violence coordinator Other Departments – Outpatients, Dental	Relationships External	Children, Young People and their families Schools, Preschools and Kohanga Reo General Practitioners and Practice Nurses Well Child Providers Referral agencies Community Health Providers and organisations Group Special Education Strengthening Families Child Youth and Family



1. Primary Purpose(s) of the Position

The Ear Nurse Specialist works within the community with children providing assessment, diagnosis, treatment, follow-up care and referral to specialist services. Education, advice and support is a key function of the role.

Key Objectives	Expected Outcomes
<p>To deliver Ear Health Service to the children of Health New Zealand – Te Whatu Ora -Lakes Community</p> <p>To provide Ear Health Assessments, diagnosis, treatment and follow-up care for children in the community.</p>	<ul style="list-style-type: none">• Develops and plans regular itineraries for the Ear Nurse Service in collaboration with key stakeholders• Acts within informed consent requirements.• Undertakes nursing assessments and plans care pathways for children with ear health concerns working alongside other providers to manage care.• Ensures clients and their families are informed regarding investigations, treatments, and on going management of ear health.• Refers to specialists and other services appropriately and timely.• Provides appropriate and timely information to assist other health professionals in their management of children and young people with identified ear conditions.• Have an understanding of services, agencies and community support within the lakes area and referral pathways to relevant services.• Incorporates evidence based nursing knowledge into practice and ensures maintenance of competence and skills. Is competent in the use of clinical equipment.• Works within scope of practice and seeks guidance and support appropriately.• Is an advocate for children, young people and their families.
<p>To provide education, advice and support in regard to ear health</p> <p>To support children, young people and their families in regard to ear health.</p>	<ul style="list-style-type: none">• Integrates education and advice into practice.• Provides support to children, young people and their families in regard to ear health.• Develops and maintains relationships with relevant health professionals, organisations, services and the education sector.• Willingly shares knowledge and skills with colleagues and the multidisciplinary team.• Acts as a resource to other staff, community and health professionals.• Provides resources and supports health education programmes and activities.• Promotes positive working relationships and functions positively within the team.

Key Objectives

Expected Outcomes

Provide support to the wider teams within the Women, Child and Family Community

To support the wider teams as necessary.

- Assist with the delivery of health/ immunisation programmes and pandemic response within the team as required by the Clinical Nurse Manager.

Other Requirements

- This position description is not exhaustive and you may be requested to perform other reasonable tasks within your scope of practice.

Key Objectives

Description

Expected Outcomes

Communication and Personal Interaction

Te Ringa Hora



the open hand (denoting someone who is sociable)

Openly communicates and cooperates with all levels of Health New Zealand – Te Whatu Ora - Lakes employees, patients and visitors.

- Listens actively, absorbs message and responds appropriately.
- Builds effective working relationships.
- Establishes rapport with others and gains their respect while being adaptive in relating to different types of people and situation.
- Openly and constructively participates in conversations with md team, patients, managers and visitors.
- Patients and visitors are appropriately welcomed and treated while within Health New Zealand – Te Whatu Ora – Lakes.
- Collegiality with team mates and md teams.
- Accepts differences of opinion can occur but these happen respectfully and without any continued animosity.

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.
- On shift is busy completing shift duties.
- Utilises effective time management strategies to meet shift duties and works towards achieving objectives in any spare moments.

Key Objectives

Description

Expected Outcomes

Development and Change

Te Ringa Ahuahu



Te Ringa Ahuahu

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

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

Makes suggestions to increase efficiency of the unit.

- 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 managers and team to make any changes within practices work.
- Contributes to change processes, offering solution based ideas.
- Constructively makes suggestions to improve process or practices 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 constructive criticism and accepts feedback.
- Establishes rapport with others and gains their respect while being adaptive in relating to different types of people and situations, to allow improvements to be made.
- Accepts all feedback and participates in feedback discussions appropriately.
- Responds and queries how improvements can be made.
- Advises manager wherever issues may be impacting on performance.
- Recognises areas that could be improved in own practice.
- Requests learning and development opportunities to enhance practice in role and/ or to assist where improvements can be made.
- Recognises and facilitates the rights of Māori clients and their whanau to participate in cultural activities.
- Has a working knowledge of the Lakes area Māori communities.

Culture and Values

Te Ringa Taurima



Te Ringa Taurima

the hand that nurtures, encourages, supports

Operates in line with Health New Zealand – Te Whatu Ora - Lakes values and expectations and professional codes of conduct.

- Demonstrates a commitment to cultural safety by meeting and exceeding the cultural needs of clients/ customers/ colleagues.
- Incorporates the Lakes Way into day to day business activities.
- Shows respect for patients, colleagues, managers, md teams.
- Utilises the Lakes Way philosophy to engage with patients, visitors and multi-disciplinary teams.

Compulsory Requirements

Expected Outcomes

Māori Health

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

- 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 Health New Zealand – Te Whatu Ora - 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 Health New Zealand – Te Whatu Ora - 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 Health New Zealand – Te Whatu Ora - 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 Health New Zealand – Te Whatu Ora - 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

Essential

Desirable

Education and Qualifications

- New Zealand Registered with the Nursing Council of NZ and current APC.
- Current Full New Zealand Drivers Licence.
- Experience working with children, young people and their families in the community.
- An understanding of ear health assessment, diagnosis and treatment.
- Ear Nurse Specialist Training or recognised qualification for Ear Nurse Specialists.
- Level 4 ACLS

Experience

- Meets competent level or higher on the Professional Development and Recognition Programme.
- Nursing experience – 2 – 5 years.

Knowledge

- 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.
- Health and Disability Code of Consumer Rights 1996.
- Health Information Privacy Code 1994.
- Health Practitioners Competency Assurance Act 2003.
- Human Rights Act 1993.
- Health New Zealand – Te Whatu Ora - Lakes 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.
- Treaty of Waitangi Act 1975 and its application to the health setting.

Skills

- Pronunciation of Te Reo Māori words and names.
- Te Reo Māori.

Person Specification

Essential

Desirable

Personal Attributes

- Ability to work autonomously and in a team environment.
 - Working with different sectors, agencies and professionals within the community and schools.
 - Excellent communication skills.
- Commitment to ongoing post graduate education.
 - Evidence of relevant professional development in specialist clinical knowledge and skills.
 - Professional affiliation.
 - Non-smoker preferred.
 - Enjoy working with and passionate about children and young people.

2. About Health New Zealand - Te Whatu Ora – Lakes

At Health New Zealand – Te Whatu Ora - 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.

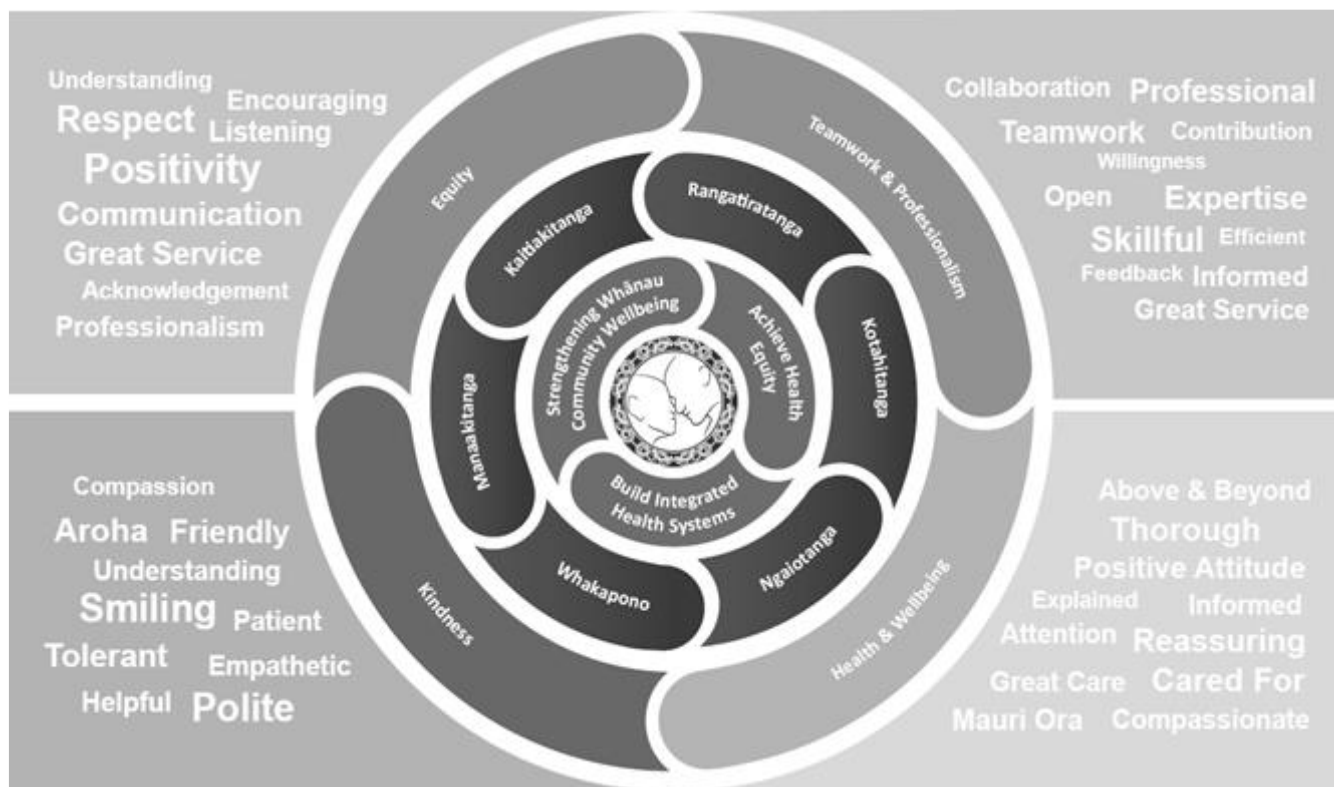
Three Core Values

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

