



POSITION DESCRIPTION



Position: Clinical Nurse Specialist - Oncology

Responsible to: Team leader – Cancer Care Coordinator

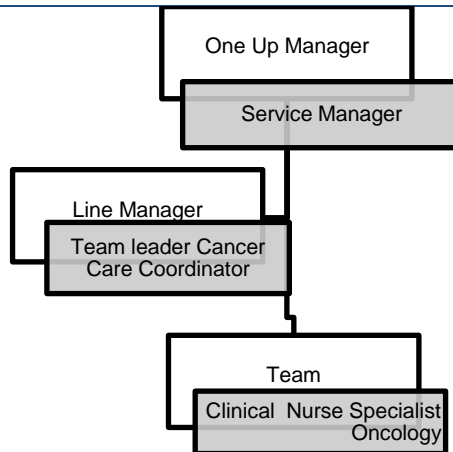
Direct Reports: Nil

Location: Rotorua & Taupō

Functional relationships:	Internal:	External:
	Clinical Nurse Director Clerical Staff HOD Rotorua ED Nursing Staff Allied Health Staff Medical Staff Other Departments	Patients Primary Care Organisations General Practices

Financial delegations: Nil

Date: May 2021



Primary purpose(s) of the position

The Clinical Nurse Specialist (CNS) undertakes a leadership role within Oncology Services.

Oncology CNS is a role model for excellence in Oncology Nursing Practice, facilitates evidence based practice and proactively contributes to improving patient outcomes. The CNS is responsible for providing specialist nursing care, case management and expertise both in direct care delivery in support of a defined patient group/area of specialty. The CNS provides clinical expertise in Oncology and is a clinical resource for the wider team.

Oncology Nursing Care provides specialist care liaison and expertise, both in direct care delivery and in support and education of other staff providing Oncology care to patients across Lakes District Health Board Clinical Services. The role would also support care coordination, symptom management and career support.

Contribute to the development and education of DHB staff to deliver holistic Oncology care. Improve recognition of the needs of Oncology patients in clinical services and be a liaison with community services.

The anticipated outcomes of care is to improve the quality of life of patients and their families through the prevention and relief of suffering by means of early identification and impeccable assessment and treatment of pain and other problems, physical, psychosocial and spiritual, by both direct clinical input but also via effective coordination to improve care delivery.

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 Lakes District Health Board through research, 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	Description	Expected Outcomes
Nursing Practice	Delivers quality nursing care in line with registration and current practising certificate competency requirements of the Nursing Council of New Zealand.	<ul style="list-style-type: none"> • Demonstrates continuing achievement of competencies within the four domains for registration with Nursing Council of New Zealand (http://www.nursingcouncil.org.nz/content/download/263/1205/file/Nursing%20comp%20for%20RN.pdf) <ol style="list-style-type: none"> i. Professional Responsibility ii. Management of nursing care iii. Interpersonal relationships iv. Inter-professional health care and quality improvement • Meets practice and educational hours in accordance with NCNZ minimum requirements. • Maintains currency in organisational core certification as relevant to the clinical area. • Meets the orientation and ongoing knowledge and skill requirements for relevant clinical areas. • Maintains knowledge of and works within scope of practice as defined at any given time by New Zealand Nursing Council and as required to maintain registration. (http://www.nursingcouncil.org.nz/Nurses/Scopes-of-practice/Registered-nurse) • Must comply with any specific conditions on practice as determined by NCNZ
Contribution to effective clinical service delivery	Provides support to CNM and MDT in achieving the aims of the service.	<ul style="list-style-type: none"> • Provides expert speciality knowledge, clinical leadership and disease management advice for patients and their families / whanau and others involved in the patient's care • Ensures a seamless transition of care into both Tertiary and Community services, working collaboratively with the teams to ensure best patient outcomes. • Triage and evaluates referrals for urgency and complexity and prioritises demands for interventions and care provision as appropriate. • Ensures effective communication of information pertaining to patient management to health teams both in hospital and community. Establishes links with community supports available and proactively refers patients for on going support and networking. • Performing complete or focused physical examination and obtains a comprehensive health history • Uses critical thinking and problem solving skills to make effective decisions within appropriate time frames and levels of responsibility. • Undertakes clinical assessment to establish and implement a patient management plan in partnership with the MDT with further review as appropriate. Evaluates effectiveness of management plans or new interventions and communicates issues with oncologist / Physician (team) or General Practitioner.

- Fosters the provision of positive patient / client outcomes and person-centred care.
- Takes prompt action to minimise anticipated, potential or actual problems and untoward occurrences.
- Organises and prioritises work distribution to manage changes in work load
- Promotes cost effective use of human and material resources
- Monitors, reports on trends in specialty service delivery
- Work collaboratively with other staff to establish and promote effective models of care that promote continuity of care and that optimise the patient's journey.
- Liaise with Consultants on triage of patients and timeliness of appointments
- Facilitate inter-service collaboration to improve patient care.
- Form close links and networks with all members of the MDT and other agencies pertaining to the patient.
- Monitors clinical outcomes/indicators and manages variance to agreed protocols/pathways.

Patient centred care Coordination

Management of individual patient and whanau care

- Uses advanced knowledge, research and skills to assess patients and to plan, implement and evaluate care delivery to improve patient care and to achieve specific outcomes.
- Undertakes planned comprehensive and accurate nursing assessment of clients in a variety of settings to achieve identified outcomes.
- 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,
- Maintains accurate documentation of all aspects of patient/client care provided.
- Knows own limitations and seeks help and guidance appropriately.
- 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 evidence of efficient and effective case load management
- Respect patients' confidentiality and privacy with respect to diverse cultural backgrounds and requirements.
- Discuss all treatment options in depth with sensitivity, knowledge and expertise to optimise informed consent issues and patient understanding.
- Assess client/family level of understanding and delivers adjusted, appropriate education to improve knowledge of treatment, prevention of complications and to promote well being.

Senior Nursing and Professional Leadership

Provide advice and education to nurses and other health professionals

- Demonstrates nursing leadership through broad problem solving and analytical skill in relation to nursing standards at service, organisational and/or national level.
- Utilised in an expert/advisory capacity for extensive nursing experience/knowledge.
- Works through or mentors 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 Maori, other client groups and the health team.
- Support development of appropriate skills to support emergency department nursing care requirements.
- Supports educational initiatives in partnership with other health professionals to support the emergency department strategic direction
- 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 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
- Is responsible for own professional development
- 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.

Other requirements

- The Lakes District Health Board is required to provide 24 hour services which at times may require you to change duties or redeploy to another unit/department to ensure safe patient care.
- This position description is not exhaustive and you may be requested to perform other reasonable tasks within your scope of practice.



Te Ringa Tōmau

Te Ringa Hora



Te Ringa Raupā



Te Ringa Ahuahu

Te Ringa Taurima



Capabilities	Capability definition	Achievement Indicators
Communication and Personal Interaction Te Ringa Hora <i>the open hand (denoting someone who is sociable)</i>	Openly communicates and cooperates with all levels of DHB employees, patients and visitors.	<ul style="list-style-type: none"> • 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 patients, MDT, managers and visitors • Patients and visitors are appropriately welcomed and treated while within the DHB • Communicate effectively with members of staff, the public, and other external organisations. • Demonstrates effective interpersonal skills and commitment to patient centred care • Demonstrates sound verbal and written communication skills. • Accepts differences of opinion can occur but these happen respectfully and without any continued animosity
Strategy & Performance Te Ringa Raupā <i>the roughened hand (symbolising a hard worker)</i>	Spends energy on delivering role requirements and meeting objectives Organises own time to deliver on required tasks and duties	<ul style="list-style-type: none"> • Has an energetic approach to work and is self motivated. • Accepts direction and instruction of manager but is able to work effectively without direct 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.
Development and Change Te Ringa Ahuahu <i>the hand that shapes or fashions something (refers to someone who is innovative)</i>	Accepts change in day to day practices and contributes to decision making of the team. Makes suggestions to increase efficiency of the unit.	<ul style="list-style-type: none"> • 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 <i>the hand that is trustworthy</i>	Is open with manager and colleagues and open to accepting feedback and critique to improve upon practice.	<ul style="list-style-type: none"> • 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. • Fosters the implementation of organisational and nursing goals and values, promotes LDHB as a centre of excellence for nursing practice. • Responds and queries how improvements can be made • Advises manager wherever issues may be impacting on performance

	Looks for and undertakes development activities appropriate for role and career development.	<ul style="list-style-type: none"> • Produces evidence of clinical practice activities to enable regular review by HOD designated SMO, and continuing development of advanced skill set. • 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
Culture and Values Te Ringa Taurima <i>the hand that nurtures, encourages, supports</i>	Operates in line with DHB values and expectations and professional codes of conduct.	<ul style="list-style-type: none"> • 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/family/visitors and MDT • Demonstrates Manaakitanga, respect, integrity and accountability in every day 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, Multi-disciplinary team and others.

Compulsory Requirements	Description	Expected Outcomes
Māori Health	Māori philosophies and values of health are demonstrated in work practice.	<ul style="list-style-type: none"> • Meaningful relationships are established with Te Huinga Takiora Māori 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 DHB. • A commitment to improving the wellbeing of Māori by increasing cultural knowledge in the Lakes DHB is shown.
Te Iti Kahurangi	The Lakes Way, Our Place Our Culture	<ul style="list-style-type: none"> • Works within the Te Iti Kahurangi framework and supporting guide document.
Record Keeping		<ul style="list-style-type: none"> • Complies with the Lakes DHB 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 District Health Board. This is to be achieved in a clinical governance framework that is culturally responsive and identifies and manages risk and opportunities to improve.	<ul style="list-style-type: none"> • Employees are supported to lead by example and implement a culture of continuous quality improvement. • Risks that may prevent Lakes DHB 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.
Health & Safety	Each individual is responsible for ensuring the safety of themselves, their colleagues, patients and their visitors and to	<ul style="list-style-type: none"> • Implementation and reinforcement of a proactive healthy work place culture which reflects relevant Lakes DHB policy and legislative requirements. • Healthy lifestyles are actively promoted and participated in, within the work area.

comply with all organisational health and safety policies, procedures and guidelines.

- 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:	<ul style="list-style-type: none"> ▪ Registration with the Nursing Council of New Zealand (NCNZ) ▪ Current Annual Practising Certificate ▪ Post Graduate Diploma in Nursing ▪ Current full drivers license 	<ul style="list-style-type: none"> ▪ Has or working towards Masters in Nursing
Experience:	<ul style="list-style-type: none"> ▪ . Significant experience (>5 years) in the care of people with cancer. ▪ Ability to promote and manage change ▪ Ability to establish and maintain quality improvement systems 	<ul style="list-style-type: none"> ▪ Has experience in leadership
Knowledge:	<ul style="list-style-type: none"> ▪ 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 - You must notify your manager of any changes to scope or conditions on practise. ▪ 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 	

	<ul style="list-style-type: none"> ▪ 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:	<ul style="list-style-type: none"> ▪ Pronunciation of Te Reo Māori words and names 	<ul style="list-style-type: none"> ▪ Te Reo Māori
Personal Attributes:	<ul style="list-style-type: none"> ▪ Contributes positively to the culture of the organisation, is a team player, takes direction and accounts for performance. Demonstrate a caring and compassionate attitude towards clients, whanau and co-workers.. 	<ul style="list-style-type: none"> ▪ Non-smoker preferred. ▪ Commitment to on-going post graduate education ▪ Evidence of relevant professional development in specialty clinical knowledge and skills ▪ Professional affiliation

ABOUT LAKES DISTRICT HEALTH BOARD

At Lakes District Health Board 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

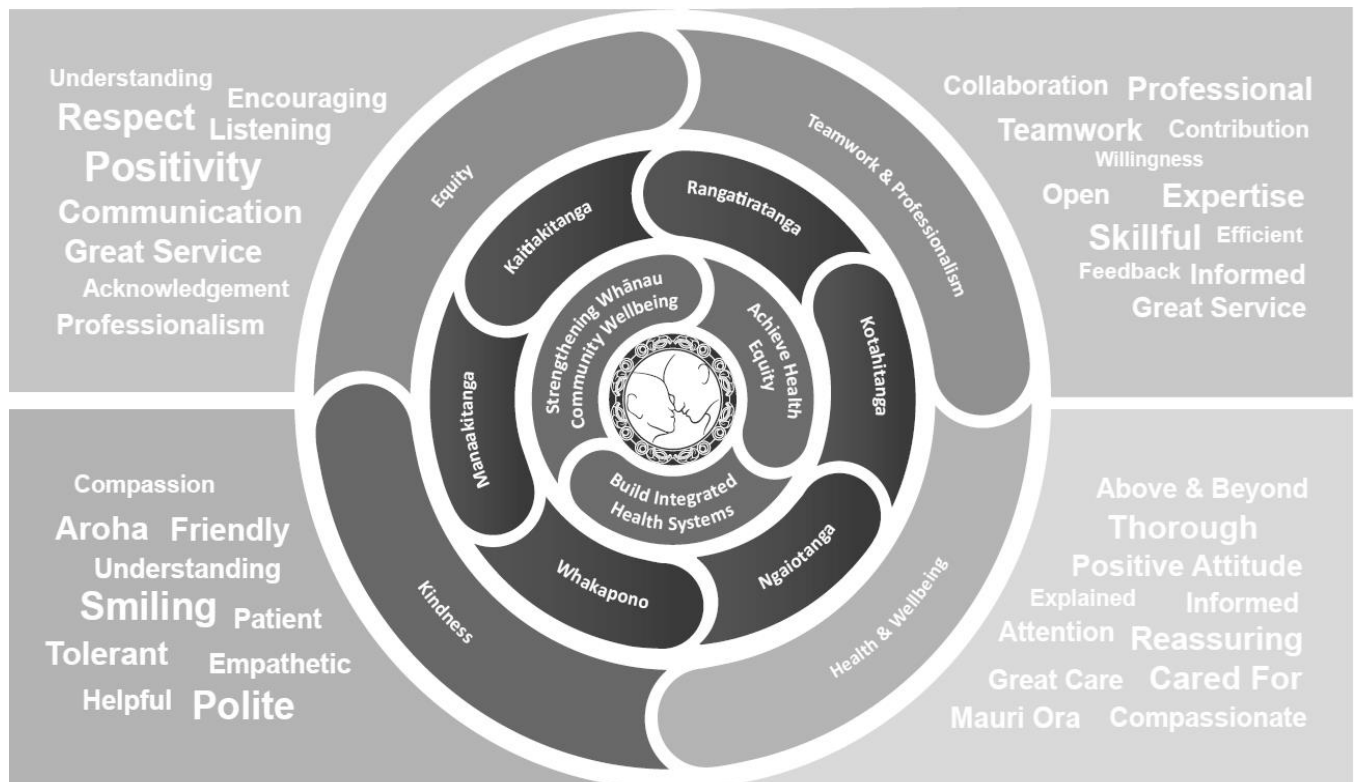


- Achieve equity in Māori health
- Build an Integrated health system
- Strengthen people, whanau & community wellbeing

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

TE ITI KAHURANGI – THE LAKES WAY, OUR PLACE, OUR CULTURE – WE WILL



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 DHB 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.

ORGANISATION STRUCTURE

