



Medical & Injury Centre

POSITION DESCRIPTION

CLINICAL NURSE LEADER MEDICAL AND INJURY CENTRE 0.8 - 1.0 FTE

POSITION PURPOSE

The Clinical Nurse Leader role provides clinical leadership to nurses employed at MIC. The Clinical Nurse Leader will be provided with dedicated leadership time to assist the Medical Director to develop and maintain clinical procedures, protocols and standing orders, clinical audit and review, and will be responsible for leading the nursing requirements of obtaining and maintaining accreditation for Cornerstone and New Zealand Urgent Care Standard 2015. This role leads the development and implementation of innovative and novel models of nursing care.

POSITION OBJECTIVES

1. Provide clinical nursing leadership and support to the MIC multi-disciplinary team.
2. Develop and maintain clinical nursing procedures, protocols and standing orders
3. Lead clinical audit and review, clinical quality improvement initiatives and clinical aspects of accreditation within MIC from a nursing perspective.
4. Develop and implement innovative and novel models of nursing care.
5. Actively promote and role model professional standards of nursing care, conduct and dress at all times.

RELATIONSHIPS

Reports to: Practice Manager (Day-to-day)
MIC Directors (Clinical)

Internal Relationships: Medical Director (MIC)
Reception and Administration staff
Doctors
Nurses
Health Care Assistants
Other health professionals

Direct Reports: MIC Registered Nurses (Clinical)

LOCATION

This is a 0.8 – 1.0 FTE position, located at the Medical and Injury Centre, Nelson.

HEALTH AND SAFETY

MIC is committed to achieving the highest level of health and safety for its staff. In line with MIC's Health and Safety Policy all employees are expected to identify, report, take responsibility for and resolve issues that may cause harm to themselves or others in the organisation. All employees are expected to work safely at all times, and to actively participate in health and safety programmes in their area. It is expected that the employee will report all accidents, incidents or potential hazards to their direct line supervisor.

THE TREATY OF WAITANGI

MIC is committed to its obligations under the Treaty of Waitangi. All employees are required understand and implement the Treaty of Waitangi within their work and actively participate in opportunities and initiatives that will contribute to reducing the disparity in health status between Māori and non-Māori.



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CODE OF CONDUCT

All staff are expected to comply with the MIC Code of Conduct.

KEY ACCOUNTABILITIES

Tasks		Standards/Outcomes Expected
1		Nursing Leadership
	1.1	<p>Nursing Workforce Development</p> <ul style="list-style-type: none"> • Prioritise advanced skill development for Practice Nurses; in collaboration with the Practice Nurses, Practice Manager and Medical Director to ensure nurses are equipped with the skills and competencies required to meet the requirements for extended nursing care in the MIC. • Ensure MIC has an appropriate mix of nursing skills across both the general practice environ and extended primary care • Support and facilitate Practice Nurses with their ongoing professional development, ensuring educational opportunities that benefit both MIC and the Practice Nurse are maximized. e.g. NXIR • Ensure all nurses are working within their current scope of practice • Explore opportunities for nurses to extend their scope of practice, where appropriate and mutually beneficial to MIC and the nurse • Ensure all nurses have current practising certificates, Authorised Independent Vaccinator accreditation and other qualifications described in the core skill sets and that quality nursing care is being delivered.
	1.2	<p>Nursing Procedures and Protocols</p> <ul style="list-style-type: none"> • Ensure all nursing protocols and procedures reflect current best evidence-based practice. • Ensure regular review of nursing protocols and procedures • Develop Standing Orders in collaboration with the Medical Director that meet current legislation, standards and professional codes • Investigate and implement new models of care that are innovative and provide new business opportunities for MIC, in collaboration with the Practice Manager and Medical Director.
	1.3	<p>Clinical Audit & Review</p> <ul style="list-style-type: none"> • Ensure nurses participate in clinical audit and review. This will include PHO SLM Programme and feedback from PHO clinical programmes, as well as practice clinical audits. • Ensure all nursing quality improvement initiatives/ solutions identified as a result of clinical audit and review are implemented • Ensure all new nursing initiatives are appropriately evaluated in terms of health outcomes, cost-effectiveness and patient satisfaction.
	1.4	<p>Strategic Leadership</p> <ul style="list-style-type: none"> • Assist the Practice Manager with strategic planning of



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			<p>nursing and practice services</p> <ul style="list-style-type: none"> • Develop and promote annual plans that enhance the services provided to general practices in the Nelson region, exploring alternative service delivery methods and building complimentary services • Advise MIC board promptly around potential opportunities and challenges as they emerge. • Work in partnership with all other stakeholders including Hospital, Ambulance, Mental Health, Allied Health and Community Services to ensure co-ordination of patient services across the local health service
	1.5	Engagement with Associate Director of Nursing (ADON) – Primary Care	<ul style="list-style-type: none"> • Meet with the ADON – Primary Care regularly to discuss professional nursing opportunities, primary care innovation and nursing strategies.
	1.6	Engagement with Secondary Care Nurses	<ul style="list-style-type: none"> • Develop professional relationships with secondary care nurses, especially in ED, to foster working relationships and opportunities for, knowledge and skill sharing.
2		Other	
	2.1	Other duties	<ul style="list-style-type: none"> • Perform any other duties and tasks, as requested by the Practice Manager from time to time, to maintain the smooth and effective service of the practice.
	2.1	Meeting attendance	<ul style="list-style-type: none"> • Attend Directors' meetings

QUALIFICATIONS AND EXPERIENCE

- Urgent Care Nurse, Practice Nurse, Nurse Practitioner or Clinical Nurse Specialist that meets or is working toward meeting the advanced clinical skills set identified for the MIC
- Proven leadership skills
- Experience in both general practice settings and extended primary care
- Experience in change management and implementing innovative and novel models of care
- ACLS Level 6/CORE Advanced

COMPETENCY PROFILE

- Demonstrates leadership skills
- Excellent interpersonal skills and proven ability to create effective working relationships
- Proven ability to develop professional quality nursing care
- Ability to lead a project and achieve goals
- Ability to plan and deliver education and skills confidently to MIC staff
- Demonstrates evidence of commitment to service development and delivery of innovative strategies for primary health care, and extended primary health care
- Demonstrates commitment to career development with evidence of continual professional development, including evidence of developing professional competence and responsibility and maintenance of professional standards
- Demonstrates effective time management with proven ability to efficiently plan and organise workload to meet service needs.
- Demonstrates evidence of effective interpersonal skills including negotiation skills, conflict management, team effectiveness, and problem solving and change management.
- Demonstrates knowledge of quality improvement initiatives including clinical audit review
- Demonstrates knowledge of clinical governance principles
- Demonstrates knowledge of information and communication technology, including Microsoft Office and MedTech 32.



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Signed by MIC Employee:	Signed for an on behalf of the employer:
Name: _____	Name: _____
Signature: _____	Signature: _____
Date: _____	Date: _____