

POSITION DESCRIPTION



Position: Enrolled Nurse
Reports to: Charge Nurses or
Senior Nurse Co-ordinators
Accountable to: Director of Nursing & Allied Health

Purpose of the position

An Enrolled Nurse contributes to the promotion, growth and maintenance of the therapeutic community culture at Ashburn Clinic by ensuring that the philosophy, mission and values of the Clinic are demonstrated in everyday work practices.

The Enrolled Nurse practises under the direction and delegation of a Registered Nurse to deliver nursing care and health education across the life span to patients. The Enrolled Nurse contributes to nursing assessments, care planning, implementation and evaluation of care for patients and/or families/whānau. The Registered Nurse provides overall responsibility for the plan of care. The Enrolled Nurse assists patients with the activities of daily living, observes changes in patients' conditions and reports these to the Registered Nurse, administers medicines and undertakes other nursing care responsibilities appropriate to their assessed competence.

Each Enrolled Nurse is expected to be a member of several multi-disciplinary teams and is expected to have input into the clinical and operational issues necessary to the function of Ashburn Clinic.

Context for the position

Ashburn Clinic is a not-for-profit therapeutic community in Dunedin, offering a professional and supportive environment for assessment, treatment and recovery from mental illness and addictions. Established in 1882 as an alternative to state hospital care, Ashburn Clinic is owned by the Ashburn Hall Charitable Trust and governed by a Board of Trustees. The Clinic provides public and private inpatient psychiatric services for people from all over NZ, aged 17 years and above.

The Ashburn therapeutic community evolved through its association with UK therapeutic communities which developed a group approach to treating the effects of trauma, where staff and patients work alongside each other in an atmosphere of open communication. The Ashburn residential programme provides treatment for a variety of health problems, including personality disorders, trauma-related conditions, eating disorders, mood and anxiety disorders and addictions.

Ashburn Clinic employs psychiatrists, psychotherapists, nursing and occupational therapy staff as well as general practitioners, a dietitian and a social worker. The Management Team consists of the Medical Director, Director of Nursing and Allied Health, Quality Director and the Business Director who leads a team of non-clinical staff responsible for finances, administration, catering, cleaning, quality, buildings and grounds.

As part of its core purpose and Charitable Trust status, Ashburn Clinic provides educational opportunities to internal and external staff. It is a teaching hospital with the capacity to provide placements for students of various disciplines, training for psychiatrists and psychotherapists, as well as educational seminars.

Key accountabilities of the role

- *Therapeutic approach*: relates in a professional manner and communicates effectively to support the patient through the healthcare experience, incorporating therapeutic use of self and psychotherapeutic communication skills as the basis for nursing care for patients with mental health care needs.
- *Managing nursing care*: manages nursing care in a manner that is responsive to the patient's needs, and which is supported by nursing knowledge, under the direction of a Registered Nurse.
- *Professional development*: undertakes responsibility for own professional nursing development and contributes to the development and recognition of professional nursing practice.
- *Health & Safety*: takes reasonable care of own health and safety and reasonable care that others are not harmed by this employee's actions. Follows any reasonable instructions given by the Employer, and co-operates with any reasonable health and safety policy or procedure.

Key relationships

- The Director of Nursing and Allied Health
- The Unit team
- Ashburn Clinic treatment team
- Members of the Management Team
- Charge and Associate Charge Nurses
- The non-clinical managers and their teams
- The Ashburn Community
- Other health professionals
- The family/whānau of patients.

General information

Delegations

An Enrolled Nurse has no delegated financial authority. All spending on capital or operational items is to be referred to the Director of Nursing and Allied Health for approval.

Professional development

Every Enrolled Nurse is expected to maintain their professional development and ongoing education.

This Position Description is not an employment agreement or contract and can be changed at any time due to the changing strategic, clinical or business needs of Ashburn Clinic.

I acknowledge that I have received a copy of my Position Description and that it has been discussed with me.

Enrolled Nurse Signature

Date

Director of Nursing & Allied Health Signature

Date

Key accountabilities

<i>Clinical practice:</i> Provides nursing care in a manner that is responsive to the patient's needs, and which is supported by nursing knowledge.	<ul style="list-style-type: none">• Current practising certificate produced annually.• Annual appraisal to be completed on or within one month of anniversary date.• Practise within ethical and legal requirements as stated in the Ashburn Clinic orientation package.• Active participation within groups and activities that facilitate the Therapeutic Community philosophy, which may include other duties relevant to the service.• Use of assessment and intervention skills to provide safety and meet patient needs, following Policies & Procedures documentation standards.• Active in the teaching of new staff and students.• Development of interpersonal relationships that enables an awareness of an individual's spiritual, cultural, psychological and physical dimensions to provide holistic care.
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<i>Management</i>	<ul style="list-style-type: none">• Evidence of commitment to multi-disciplinary approach through active involvement in clinical discussion.• Ability to demonstrate accountability.
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<i>Professional development:</i> Undertakes responsibility for own professional nursing development.	<ul style="list-style-type: none">• Analysis of personal records shows evidence of ongoing education to a minimum of 10 hours annually.• Issues of development identified in appraisals are acted upon.• Demonstrates positive working relationships with peers and has the ability to use available forums to ensure supervision of issues arising.• Accesses sufficient appropriate training to maintain Enrolled Nurse registration.
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<i>Health and Safety:</i> Ensure health and safety policy and procedures are adhered to.	<ul style="list-style-type: none">• Takes reasonable care of own health and safety, and reasonable care that others are not harmed by this employee's actions.• Follows any reasonable instructions given by the Employer, and co-operates with any reasonable health and safety policy or procedure.• Reports in a timely manner any hazard, incident or health and safety concern that is apparent.• Supports maintaining safe systems and healthy practices in the workplace through active participation and consultation.
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Role requirements

<i>Communication:</i> Relates in a professional manner and communicates effectively to support the patient through the healthcare experience.	<ul style="list-style-type: none">• Incorporates therapeutic use of self and psychotherapeutic communication skills as the basis for nursing care for patients with mental health care needs.• Applies nursing theories to mental health nursing practice and evaluates their effectiveness.
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<i>Cultural safety:</i>	<ul style="list-style-type: none">• Incorporates an understanding of the cultural context of mental health and illness into mental health nursing practice.
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<p>Practices nursing in a manner which the patient determines as being culturally safe.</p>	<ul style="list-style-type: none"> • Evaluates psychotherapeutic theories and models in relation to cultural safety principles. • Applies the principles of cultural safety to nursing care and patients with mental health care needs.
<p><i>Professional judgment:</i> Makes professional judgments that will enhance nursing practice.</p>	<ul style="list-style-type: none"> • Assesses situations in a mental health setting in a manner that reflects an understanding of safety issues and patient needs. • Identifies the mental health care needs of the patient in partnership with the Registered Nurse and clinical team. • Incorporates an understanding of therapeutic principles in planning and implementing nursing interventions. • Recognises the differences in accountability and responsibility of Registered Nurses, Enrolled Nurses and Mental Health Workers. • Demonstrates accountability and responsibility within the clinical team when assisting or working under the direction of a registered health practitioner who is not a nurse. • Reflects upon and evaluates the effectiveness of professional judgments with peers and experienced mental health nurses.
<p><i>Managing nursing care:</i> Manages nursing care in a manner that is responsive to the patient's needs, and which is supported by nursing knowledge.</p>	<ul style="list-style-type: none"> • Contributes to a mental assessment status as part of a broader nursing assessment. • Incorporates into mental health nursing practice a knowledge of the commonly-used assessment frameworks. • Implements mental health nursing care in a manner which facilitates the independence, self-esteem, and safety of the patient. • Evaluates the effectiveness of mental health nursing care in partnership with clinical team, patients, their family and whānau. • Describes the commonly used psychotropic medications, their side-effects and associated nursing responsibilities.
<p><i>Management of the environment:</i> Promotes an environment which maximises patient safety, independence, quality of life, and health.</p>	<ul style="list-style-type: none"> • Maintains a therapeutic environment. • Considers the impact of the milieu on the mental health of the patient. • Identifies potential risk factors within the mental health setting and community environments. • Assesses risk factors and identifies strategies that maintain own, patient and others' safety. • Describes basic de-escalation, calming techniques, and conflict resolution.
<p><i>Legal responsibility:</i> Demonstrates understanding of the Enrolled Nurse scope of practice and the Registered Nurse responsibility and accountability for direction and delegation of nursing care.</p>	<ul style="list-style-type: none"> • Accesses guidelines, policies, and protocols for safe mental health nursing practice. • Describes the implications of legislation for mental health nursing practice – for example, the Mental Health (Compulsory Assessment and Treatment) Act 1992, Privacy Act 1993, Health and Disability Services Act 1993, the Health and Disability Commissioner Act 1994.

Ethical accountability:
Practices nursing in accord with values and moral principles which promote patient interest and acknowledge the person's individuality, abilities, culture and choice.

- Discusses ethical issues related to mental health nursing practice – for example, informed consent, privacy, refusal of treatment, rights of formal and informal patients.
- Recognises ethical dilemmas and problems arising in a mental health nursing context.
- Applies ethical principles to mental health nursing practice.
- Accepts responsibility for own actions and invites feedback in relation to these actions.
- Consults with experienced mental health nurses when confronted with an ethical dilemma.
- Practices within recognised codes of ethics and codes of conduct (Nursing Council of New Zealand *Code of Conduct for Nurses and Midwives*, January 1995, 1996).

Health education:
Contributes to the health education of patients to maintain and promote health.

- Provides accurate and culturally appropriate education to patients to maintain or promote health in consultation with the Registered Nurse.
- Determines patient understanding by seeking feedback on information given.
- Demonstrates an understanding of how health and disease are affected by multiple and interconnected factors.

Inter-professional healthcare:
Communicates effectively as part of the clinical team.

- Engages with colleagues to give and receive constructive feedback that enhances service delivery to patients.
- Contributes to a positive working environment.

Quality improvement:
Contributes to ongoing quality improvement in nursing practice and service delivery.

- Identifies the role of the professional nursing organisations in promoting professional development for mental health nurses.
- Reflects on patient, family and whānau feedback on the evaluation of nursing care and mental health service delivery.
- Shares knowledge and experience with colleagues and promotes quality improvement strategies.

Professional development:
Undertakes responsibility for own professional nursing development and contributes to the development and recognition of professional nursing practice.

- Identifies ongoing educational opportunities for mental health nurses.
- Participates in appropriate clinical supervision.
- Identifies own learning needs in relation to mental health nursing practice and continued competence.
