Position Description

Position Title	Registered Nurse – Hospital in the Home
Position Number	30103536
Division	Community and Continuing Care
Department	Hospital in the Home
Enterprise Agreement	Nurses And Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Classification Description	HITH/PAC level 1
Classification Code	YU15
Reports to	Manager Bendigo Health @ Home
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	• National Police Record Check • Working with Children Check • Registration with Professional Regulatory Body or relevant Professional Association • Immunisation Requirements

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: Bendigo Health Website - About Bendigo Health

As an organisation we are committed to delivering safe, inclusive and high-quality care to our diverse communities across the Loddon Mallee Region. We value and respect the unique backgrounds, cultures and experiences of the people we serve and those who work with us.

We are a proud child safe organisation, dedicated to the safety, wellbeing and voice of all children and young people. We are committed to creating a culturally safe and welcoming environment where Aboriginal and Torres Strait Islander peoples—adults, children and families—are respected, supported and empowered to express and celebrate their culture.

Our Vision

To be a trusted regional healthcare service recognised for delivering exceptional care, being a great place to work, and being deeply connected to our community.

Our Values

PASSIONATE – We are passionate about doing our best – for our patients, our colleagues and our community.

ACCOUNTABLE – We take ownership of our actions and outcomes, always striving for integrity and improvement.

CARING – We care deeply for our community – and our community cares for us. Compassion is at the heart of everything we do.

TRUSTWORTHY - We are open, honest and respectful in all that we do – earning the trust placed in us every day.

The Position

Registered Nurses are an important member of the health care team at Bendigo Health. This position is responsible for working collaboratively with team members to provide high quality care to patients/ clients and residents. The incumbent must operate within their scope of practice for the setting and specialty, and deliver care in accordance with best practice standards. They will also display a personal approach which is positive, respectful, collaborative and helpful.

As a nurse with HITH you will be expected to practice autonomously. There is an expectation you will consult, liaise, advise and co-ordinate with other services, internally and externally of Bendigo Health to enable coordinated and appropriate client care following discharge. In addition to providing direct care you will also empower clients and/or their carers, to develop goals and be actively involved in their care,

Responsibilities and Accountabilities

Key Responsibilities

This position is accountable/responsible for the following:

Direct clinical care:

- Provision and management of a caseload including complex care
- Provision of timely and comprehensive assessments of eligible clients and, with client involvement develop a supportive care plan that facilitates client empowerment and commitment to active participation in their healthcare
- Proven ability to work autonomously with minimal supervision
- Proven ability to manage a complex assessment and subsequent care planning
- Offer support, information and health education that is culturally relevant to clients and relatives/carers
- Respond to clinical changes in the client's condition and initiate consultation with relevant medical, nursing and allied health professionals as required
- Record relevant information in client files, and prepare necessary reports and documentation in accordance with the quality standards and organisational policies and protocols
- Work co-operatively as part of a multidisciplinary team
- Ensure clients are linked up with ongoing long-term supports in the community as required

Organisational Responsibilities:

- Participate in service development and quality improvement as required
- Participate in staff development and training as required
- Participate in team/departmental meetings and other organisational meetings as required
- Maintain accurate records, statistics and reports as needed
- Must be aligned to Bendigo Health values in all aspects of the role

Key Selection Criteria

Essential

Qualifications / Certificates

1. Current Division 1 Registration with Australian Health Practitioner Regulation Agency (AHPRA)

2. A current Victorian driver's licence is required for this position

Experience and/or Specialist Knowledge

3. Minimum of 3 years' post registration experience in nursing, in a clinical environment preferably with recent experience in a community setting
4. Demonstrated clinical knowledge, skills and or experience relevant to HITH services these include but are not limited to: IV cannulation, PICC and Porta Cath care management and maintenance, infusion Pump set up and VAC dressing application and management.
5. Demonstrated ability to be self-motivated, with high level skills in problem solving and time management skills to manage a caseload and meet deadlines, maintain schedules, set goals/objectives, as required
6. A demonstrated commitment and understanding of holistic, evidence-based care
7. A strong knowledge of the services available to support clients in their home and how to refer to such services
8. Act as a patient advocate to ensure consumer participation in all care/services planning
9. Highly developed verbal, written and interpersonal communication skills including computer literacy

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**

- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.
- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Support research activities in alignment with the National Clinical Trials Governance Framework to ensure high-quality, safe, and ethical clinical trials and research practices across Bendigo Health
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.