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|  | **REMOTE AREA CHRONIC DISEASE NURSE**  **POSITION DESCRIPTION** |  |

**POSITION DETAILS**

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| **Position Title:** | Remote Area / Chronic Disease Nurse |
| **Location:** | Tjuntjuntjara, Spinifex Lands, WA |
| **Department:** | Spinifex Health Clinic |
| **Reports to:** | Manager and Medical Director Spinifex Health |
| **Position Term:** | 12 months with 6 month probationary period:  Note: Renewal of contract on satisfactory performance and subject to funding. |

**LOCATION & BACKGROUND**

Tjuntjuntjara is a small, very remote Aboriginal community located on the Spinifex Lands in the Western Desert region of Western Australia. The Tjuntjuntjara Clinic services a population of around 200 people. The community’s remoteness is one of its greatest strengths: it is a relatively healthy community with a strong cultural base and good development prospects. The health service trades as Spinifex Health Service. Spinifex Health Service is an Aboriginal Controlled Community Health Organisation governed by the Board and the Health sub-committee of the Paupiyala Tjarutja Aboriginal Corporation. The SHS is responsible for delivering an aged care service, a primary health care service and a Youth program.

**SUMMARY OF RESPONSIBILITIES**

Remote Area Nurses at Tjuntjuntjara work within a strategic plan approved by the Health Committee, a Board Committee with delegated authority to direct the work of the Spinifex Health Services. The nurses follow CARPA guidelines for the provision of health care to support the community. This position takes portfolio responsibility for Child Health in the community as well as providing emergency care as required. There are three nursing positions in this clinic with portfolio responsibilities of Chronic Disease, Child Health and CQI/Locum Support. The nurses are supported by Aboriginal Health Practitioners and trainee Aboriginal Health Workers. The Spinifex Health Service Medical Director is usually in the Community for 7-10 days per month and for the remainder of the month the RAN’S are the senior clinicians in the community. There are always two RAN’S in the community.

**Key Responsibilities**

* To work in partnership with Aboriginal Health Practitioners (AHPs), other health service staff, Kakarrara-Wilurrara Health Alliance (KWHA) services, specialists and allied health professionals, the RFDS and other regional service providers to provide and promote a Comprehensive Primary Health care service with portfolio responsibilities for chronic disease. This includes:
  + Ensuring all patients with chronic disease are receiving timely reviews and follow up consistent with current best practice;
  + Creating and maintaining recall lists for clients, for adult health checks, development and follow up of GP management plans and TCA.
  + Providing education to: the community about health promotion and disease prevention; and to clients to assist them in understanding and managing their health conditions and treatment requirements.
  + Working closely with allied health and other clinicians to provide high quality care.
  + Performing clinical duties in all areas of the health service as needed or requested by the Medical Director or Manager, including general clinic, emergency care and stabilisation including managing medical evacuations, child health, antenatal, sexual health, screening and community programs;
  + Observing all policies and procedures of the clinic and the organisation.
  + Facilitating the referral of patients to specialist appointments including PATS arrangements.
  + Work ‘On-Call’ as rostered
  + Use of the electronic medical records database (Communicare) in line with the health service’s Communicare Policy and Procedure.
  + Work in partnership with other branches of PTAC and other agencies in addressing the social determinants of health and well-being.
  + Ordering and monitoring of supplies for the clinic including medications and medical supplies
  + Maintain regular checks in the clinic including the ambulance.

**Selection Criteria**

1. **Essential:**

* Current registration with the Nursing and Midwifery Board of Australia
* A current WA Working with Children Check
* A National Police Clearance (not more than 2 years old)
* A minimum of three years full-time broad based nursing experience including some A&E or ICU experience.
* Demonstrated remote nursing experience
* Completion of REC, BLS/ALS, pharmacotherapy courses or a willingness to complete these course within the first twelve months of employment.
* Demonstrated understanding of issues affecting Aboriginal health, the principles of Primary Health Care and relevant legislation governing work practice.
* Demonstrated commitment to quality improvement, evidence based practice, research, education and professional development
* Familiarity with the CARPA Manual and the Women’s Business Manual
* A comprehensive understanding of best practice for the management and treatment of chronic diseases in Aboriginal Communities
* A current manual drivers licence
* Australian citizenship, permanent residence status or appropriate work visa
* Recognised Immunisation course certificate/training
* **Desirable:**
* Previous experience in remote Aboriginal health care delivery
* Experience in, completion, or working towards post-graduate qualifications in Public Health, and / or Chronic Disease.
* Some language skills in Pitjantjara or willingness to learn the local language

1. **Personal Skills and Abilities:**

* An understanding and respect for Aboriginal customs and beliefs and a demonstrated ability to work with Aboriginal Health Practitioners
* Experience or willingness to work in a community controlled service
* The ability to live and work in a small and isolated community
* Ability to work in a small team and take initiative

**Conditions:**

**Position: Remote Area Chronic Disease Nurse**

**Position Status: Full-time**

**Salary**: $112,630 per annum. This is inclusive of district allowance

And ‘On-Call’ allowance.

* Unless special consideration is made by PTAC and SHS management, your above award base salary is calculated on the basis of your past experience and qualifications at the time of commencement, and includes district allowance, on-call and overtime. Isolation leave is provided in lieu of overtime and an on-call allowance.
* the cost of your travel to and from the community for your isolation leave and annual leave is paid for by SHS along with one return air fare to the location of recruitment.

Superannuation: 9.5%

Salary Sacrifice: As per the organisation’s Salary Sacrifice Policy

Hours of Work: 76 hours per week 8.00am to 4.30pm

Leave arrangements: Isolation leave two weeks (inclusive of travel) every eight

Weeks

Four weeks’ annual leave

Applicable Award: WA Nurses (Aboriginal Medical Services) Award No A23

of 1987

Reports to: Spinifex Health Service Manager

Special Conditions:

1. You are employed as and will work according to scope of practice for a Remote Area Nurse (RAN).
2. You Warrant that you are:
3. A registered Nurse and can provide evidence of good standing with the Australian Health Practitioners Registration Authority (AHPRA). Such registration is to be kept current during the term of your employment and evidence of the registration provided annually to SHS.
4. You have not been and are not currently the subject of any criminal or civil action by a professional body, employer or insurer in respect of your professional duties or practice.
5. As a contribution to the cost of travel when you take annual leave, you are eligible for one airfare per year to your base. Any other travel associated with work will be covered by the SHS as part of your work and general business.
6. Rent for fully equipped house - $80 per fortnight. Accommodation may be share accommodation
7. On Commencement and cessation of your employment with SHS, PTAC will arrange and pay for the cost of your relocation to and from the community, including airfares from home to the community and the cost of freighting your belongings (i.e. up to the cost of 1 Pallet of goods. Should you need assistance with transporting household goods and personal belongings please contact the SHS Manager for further advice. A relocation allowance will be provided to assist you with relocation costs including airfares and travel as stipulated in the award.

**Applications**

Your application should contain:

* Current CV with current contact details
* Phone and fax/e-mail details of two professional referees who will be contactable during the selection process
* Claims addressing the selection criteria
* A copy of your driver’s licence and AHPRA registration

*Claims addressing the selection criteria should display your competence or suitability in all of the selection criteria set out in the job description. Stating that you can satisfy the criteria is not enough; you must provide examples of your experience and knowledge for each criterion.*

**Where to Send Applications**

**E-mail:** [manager@spinifexhealth.org.au](mailto:manager@spinifexhealth.org.au) with the subject listed as **Job Applicant**

**Fax:** 08 9037 1103

**Post:** Job Applicant Spinifex Health Services PO Box 10979, Kalgoorlie WA 6430

**Notification of Outcome**

You will be advised via e-mail of the outcome of the selection process.

Short-listed candidates will be interviewed by telephone.

There will then be a second round of short-listing, second round short-listed applicants may be required to attend a meet and greet interview with the Health Committee at Tjuntjuntjara Community.

**Applications close 24th July 2017**