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| **INSERT ORGANISATION’S NAME** |  |
| **POSITION TITLE: Clinical Nurse Specialist: Primary Health Care** | |

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| **Date produced/reviewed:** |  |
| **Position holder’s name:** |  |
| **Position holder’s signature:** |  |

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| **Manager’s name:** |  | | |
| **Manager’s signature:** |  | | |
| **Date:** |  | **Next review date:** |  |

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| **Responsible to** | Manager for operational achievement of objectives and goals for the service. Where the manager is not a nurse professional development and accountability may be with a Director of Nursing, or equivalent, in the organisation. | |
| **Functional Relationship with:** | *Delete/include as appropriate* |  |
| **Internal:** | Nursing directorate, clinical / charge nurse manager, nursing staff and students.  Medical, health care assistants, and administration staff | All allied health professionals - pharmacists, physio, social worker, midwife. |
| **External:** | individual/family/whānau  PHO / Hospitals/ /General Practice /  Aged Residential Care.  Govt agencies – WINZ/CYPFS/schools  Community groups & centres including local Iwi and migrant communities. | PHO/DHB Nursing directorate  Primary Options for Acute Care (POAC)  Nursing Organisations.  Emergency services.  Suppliers. |
| **PURPOSE OF POSITION** | | |
| The Clinical Nurse Specialist has a focus on care delivery providing specialist nursing care and expertise, both in direct care delivery and in support to other staff in the management of a defined client group / area of speciality practice. The position involves researching, evaluating, developing and implementing standards of nursing practice in the specific area of practice. He/she leads the development of pathways, protocols and guidelines in the specific area of practice. | | |

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| **NATURE AND SCOPE OF ACCOUNTABILITIES** |
| Clinical and Professional Leadership |
| * Provide clinical specialist expertise through involvement and oversight of direct client care delivery in a variety of practice settings and in general practice. * Provide leadership in preceptoring and mentoring of nurses and nursing students, including direct clinical support where required. * Accountable for organisational contribution and results. * Promote innovative and creative clinical nursing practice and ensure it is validated with best practice and research activities. * Initiate and/or contribute to forums that critique current practice and debate topical issues. * Work with key stakeholders in the PHO and general practice(s), to establish, maintain and update standards of practice, protocols, policies and guidelines and promote cost effective multidisciplinary health care practice. * Act as an effective role model by demonstrating high levels of competence for the multidisciplinary team. * Participate in business, nursing and education planning processes at a strategic and service level. |
| Clinical Practice / Client Care Coordination |
| * Provision of advanced clinical care incorporating nursing and delegated medical care of the highest standard which is safe and appropriate. This may include comprehensive health assessment, formulating nursing diagnosis, initiating clinical intervention, referrals to secondary and other specialist services as required. * May include the provision of effective management of a defined client group/ area of specialty practice, through direct care and/or supporting others to provide this care, or a combination. * Undertake delegated activities, normally beyond the scope of the registered nurse, when there is a relevant organisational requirements, appropriate training and credentialing has occurred, including relevant policies and procedures. (See DHB/PHO for relevant credentialing process). Prescribing may occur where the nurse is a designated nurse prescriber authorised by the Nursing council of NZ e.g. a named diabetes nurse prescriber. * Demonstrate effective interpersonal skills and commitment to family-centred care. * Proactively work towards clinical incident, complaint resolution. * Demonstrate effective clinical management of rapidly changing/ crisis situation and provide emergency services that may include urgent triage (resuscitation, stabilisation and assisting with assessment) +/- PRIME services. |
| Education and Clinical Teaching |
| * Ensure that all relevant organisational policies, procedures and guidelines can be accessed and complied with and that staff are familiar with these. * Provide clinical specialist expertise in the planning and delivery of individual/family/whānau/community education with a focus on self/whānau/community management of long –term conditions, increasing/maintaining level of independence and quality of life and rehabilitation where appropriate. * Provide expertise and educational support to the clinical teams across primary and secondary sectors including health promotion and health protection activities/projects. |
| Continuous Quality Improvement |
| * Use clinical audit and other evaluative tools to record, monitor and report on the health performance of the specific area of practice. * Assist managers and clinicians with the development and implementation of strategic and operational service plans, research or quality projects addressing the specific area of practice. * Use research skills and current evidence to support Quality Improvement initiatives. * Contribute to the identification of specifications, trials and purchase of new equipment. * Ensure a safe working environment and safe working practices. * Ensure quality care is client centred and transparent, involving clients at all levels of planning, audit and delivery and evaluation of services. |
| Professional Development and Clinical Competency |
| * Maintain and update own knowledge base regarding speciality area and education delivery. Attend educational opportunities relevant to the role and scope of practice and use this knowledge to improve practice. * Critique research findings and use these as a basis for best practice. * Participate in developing an open learning culture within the team by sharing learning with colleagues. * Maintain own competency, PDRP requirements and participates in own regular performance reviews. * Actively participate in relevant professional organisations and forums at a local, regional, national and international level. * Ensure relevant applications and endorsement for credentialing of activities undertaken normally outside the scope of a registered nurse is achieved and maintained. |
| Cultural Competency |
| * Practice in a way that respects each health consumer’s identity and right to hold personal beliefs, values and goals. * Tikanga Māori will be observed wherever appropriate, such as use of Te Reo Māori, Powhiri, Whanaungatanga, Whānau ora, Karakia, Waiata, Wairuatanga and Manaakitanga.   Assist in the establishment and maintenance of effective relationships with Iwi Māori Health, Mental Health Providers, General Practices and community agencies.  Integrate Māori practice models alongside clinical practice as possible.  Undertake cultural supervision as required.  Tino Rangatiratanga is encouraged in all professional relationships.   * Ongoing upskilling and training in Te Ao Māori. |
| Health and Safety |
| **Recognise individual responsibility for workplace health and safety under the Health and Safety Act 1992.**   * The Organisations Health and Safety policies are read, understood, and role modelled throughout the practice. * Workplace hazards are identified and reported including self-management of hazards as appropriate. * All near misses/incidents/accidents are reported to manager within 24 hours. * Participate in involved in Health and Safety management systems and initiatives throughout the service area. |
| Utilise Information Technology |
| * Access and use available clinical information systems. * Competently utilise software and applications relevant to the workplace and role. For example Medtech, Concerto. * Interpret and utilise data to support a population health approach. * Familiar with programmes to develop professional presentations. |

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| Problem complexity | |
| The Clinical Nurse Specialist is expected to demonstrate advanced health assessment, diagnostic reasoning and interpretation skills along with a high level of critical thinking and manage a variety of complex and unpredictable problems. | |
| Scope of Action/Delegations | |
| The Clinical Nurse Specialist is required to develop innovative approaches to problem solving and utilise the skills of other disciplines and team members to co-ordinate and resolve problems. He/she frequently needs to develop individual solutions for each issue and problem. The Clinical Nurse Specialist is required to provide an expert contribution at the organisational and regional level. | |
| Budget: | This position does/does not hold a budget. |
| Direct reports: | This position has (list) / has no direct reports. |

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| **PERSON SPECIFICATIONS** | |
| **Education:**  Essential | Desired |
| * Registered Nurse with Nursing Council of NZ. * Working towards post-graduate Nursing qualification. * Holds current Annual Practising Certificate. * CPR Certificate. | * Education/clinical teaching qualifications. * Independent Vaccinators Certificate. * ABC Smoking Cessation Training. |
| **Experience/Knowledge**  Essential | Desired |
| * Minimum 5 years recent clinical experience. * Knowledge of current issues within health and in nursing. * Understanding of medico/legal and ethical responsibilities. * Knowledge of current government strategies, policies, codes, guidelines and legislation relation to education and health. * Functioning at Proficient level or above on PDRP and willing to work towards the senior nurse level. * The ability to work independently and be a member of a team. * Experience in problem solving, priority setting, and planning. * Ability to critically examine practice utilising and evidenced based nursing. | * Proven understanding of the environmental factors affecting primary health care services . * An understanding of special health needs of DHB’s/PHO’s population respective to Māori and Pacific. * Medtech experience preferable. * Negotiation/mediation management skills. * Involved in research, teaching and innovation that has changed clinical practice. * Experience of working across both primary and secondary services. * Understanding of integration in the local DHB perspective. |
| Specific Skills/Personal and Professional Qualities | |
| * Cultural awareness and its application to nursing practice. * Legal and professional accountability. * Holds personal nursing indemnity insurance. * Document and Information Management. * Approachable. * Developing others. * Planning and organising. * A capacity to demonstrate strong clinical leadership. | * Integrity and trust. * Communication Skills. * Initiative. * Negotiation and conflict resolution. * A professional development plan. * Active involvement in relevant professional / other organisations. * Suitable for a nurse working towards a nurse practitioner role. |