

Position Description

Position	Clinical Nurse Specialist
Team / Service	Intellectual Disability Service
Directorate	Mental Health, Addiction and intellectual Disability Service
District	Capital, Coast, Hutt Valley & Wairarapa districts
Responsible to	Clinical Leader, Intellectual Disability Service
Children's Act 2014	This position is classified as a children's worker, requiring a safety check including police vetting before commencing and every three years
Location	45 Raiha Street, Porirua

Te Whatu Ora

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well
3. Everyone will have equal access to high quality emergency and specialist care when they need it
4. Digital services will provide more people the care they need in their homes and communities
5. Health and care workers will be valued and well-trained for the future health system

Context

Capital, Coast & Hutt Valley district provides hospital and health services in primary, secondary and tertiary healthcare to a total population base of approximately 445,000 citizens.

We are accountable for meeting the needs of and improving health outcomes for all the constituent populations of our district, and the region more broadly. Together we:

- provide secondary and tertiary, medical, surgical and mental health and intellectual disability services alongside community based health care
- fund local health providers and work collaboratively with the community to create and support multiple health education initiatives and projects within the region
- deliver health services directly as well as contracting external providers

[TeWhatuOra.govt.nz](https://www.TeWhatuOra.govt.nz)

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*MHAIDS is the mental health, addiction and intellectual disability service
for the Capital, Coast, Hutt Valley and Wairarapa districts*

- provide local, sub-regional, regional and national health services as well as community-based health, rehabilitation and support services.

The majority of the district's population live in Wellington and Lower Hutt. The Māori and Pacific populations of Lower Hutt and Wellington are proportionally similar, with the largest Pacific population in the region in Porirua. Kapiti and Upper Hutt have similar numbers of Māori and Pacific people. Most people are enrolled with a GP near their place of residence, so the increasing focus on community-based healthcare is expected to lead to better health outcomes for these population groups. Hutt Hospital provides secondary and some tertiary, medical and surgical hospital services alongside community based health care from its main facility in Lower Hutt City. In addition to funding local health providers and working collaboratively with the community to create and support multiple health education initiatives and projects, Hutt Hospital is the centre for five tertiary regional and sub-regional services - Plastics, Maxillofacial and Burns Services; Rheumatology; Dental Services; Regional Public Health; and Regional (Breast and Cervical) Screening Services.

Wellington Regional Hospital in Newtown is the region's main tertiary hospital with services such as complex specialist and acute procedures, intensive care, cardiac surgery, cancer care, neurosurgery and renal care. The hospital is the key tertiary referral centre for the lower half of the North Island and the upper half of the South Island.

Kenepuru Community Hospital and Kapiti Health Centre provide secondary and community services based in Porirua and the Kapiti Coast

MHAIDS is the mental health, addiction and intellectual disability service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. The service holds national contracts some of which are delivered in other district locations. Ratonga Rua-o- Porirua is our forensic, rehabilitation and intellectual disability inpatient unit.

Te Tiriti o Waitangi and Māori Health Outcomes

Māori are the indigenous peoples of Aotearoa. We have particular responsibilities and accountabilities through this founding document of Aotearoa. We value Te Tiriti and have adopted the following four goals, developed by the Ministry of Health, each expressed in terms of mana and the principles of:

Mana whakahaere Effective and appropriate stewardship or kaitiakitanga over the health and disability system. This goes beyond the management of assets or resources.

Mana motuhake Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives, and to live on Māori terms and according to Māori philosophies, values and practices including tikanga Māori.

Mana tāngata Achieving equity in health and disability outcomes for Māori across the life course and contributing to Māori wellness.

Mana Māori Enabling Ritenga Māori (Māori customary rituals) which are framed by Te Aō Māori (the Māori world), enacted through tikanga Māori (Māori philosophy & customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

We will target, plan and drive our health services to create equity of health care for Māori to attain good health and well-being, while developing partnerships with the wider social sector to support whole of system change.

The Vision, Mission and Values from our District

We bring forward and join our values within our district. These will change as we become a team of teams within Te Whatu Ora.

Hutt Valley

Vision

Whanau Ora ki te Awakairangi: Healthy people, healthy families and healthy communities are so interlinked that it is impossible to identify which one comes first and then leads to another.

Ō mātou uara – Values

Mahi Pai 'Can do': Mahi Tahi in Partnership: Mahi Tahi Te Atawhai Tonu Always caring and Mahi Rangatira being our Best

Mission

Working together for health and wellbeing.

Capital and Coast

Vision

Keeping our community healthy and well

Value

Manaakitanga – Respect, caring, kindness
Kotahitanga – Connection, unity, equity
Rangatiratanga – Autonomy, integrity, excellence

Mission

Together, Improve the Health and Independence of the People of the District

Wairarapa

Vision

“Well Wairarapa – Better health for all”

Value

Manaakitanga – Respect, caring, kindness
Auaha – Solutions, responsibility, better
Kotahitanga – Connection, unity, equity
Rangatiratanga – Autonomy, integrity, excellence

Mission

To improve, promote, and protect health status of the people of the Wairarapa, and the independent living of those with disabilities, by supporting and encouraging healthy choices.

District Responsibility

The district leadership have collective accountability for leading with integrity and transparency a progressive, high performing organisation, aimed at improving the health and independence of the community we serve and achieving equitable outcomes for all. The leadership team are responsible for achieving this aim, aligned with our Region, within the available resources, through a skilled, empowered, motivated and supported workforce in line with government and HNZ policy.

Service Perspective

The hospital and health services of the Districts provide a range of services, one such group of services includes Mental Health, Addiction and Intellectual Disability (MHAID) Service. The Service has over 1400 employees and annual revenue of \$135m.

MHAIDS spans two districts - Wairarapa, Capital, Coast and Hutt Valley and includes local, regional, and national services. The local MHAID services are provided from multiple sites within the sub-region – greater Wellington, Hutt Valley and Wairarapa. Te Korowai Whāriki services include regional forensic and rehabilitation services covering the Central region while the intellectual disability services extend the length and breadth of the country from six bases located in Whangarei, Auckland, Cambridge, Wellington, Christchurch, and Dunedin.

The core business of the Service is the provision of quality specialist services, integrated with primary and secondary providers in the communities we serve.

The Service is committed to the underlying principles of:

- Te Tiriti o Waitangi as the founding document of Aotearoa/New Zealand
- He Ara Oranga
- Mental Wellbeing Long Term Pathway
- Whakamaua – Māori Health Action Plan 2020-2025
- The New Zealand Disability Strategy: Making a World of Difference – Whakanui Oranga
- Intellectual Disability High and Complex Framework

The Service has access to business support services including People and Culture, and Finance. In addition, management and delivery of clinical services across the Service is underpinned by consultation, advice, and support from a range of cultural, consumer, and family advisors, and business, quality and organisational development personnel.

Role Perspective

The Intellectual Disability Service covers both inpatient and community teams, comprising of regional and National services.

The Regional Intellectual Disability Secure Service (RIDSS):

- Haumietiketike is a regional intellectual disability secure forensic unit which has eleven beds.
- The Step-Down Rehabilitative Cottages include two separate buildings each with four beds.
- Regional Intellectual Disability Consultation Service (RIDCAS) community team; Consultation Liaison Team (CLT) disability contract and a regional mental health contract

The National Intellectual Disability Secure Service (NIDSS):

- Hikitia Te Wairua is the National intellectual disability secure forensic unit for young people. This building is co-located with the Rangatahi (Youth Acute Mental Health Inpatient Unit) and Nga Taiohi (National Secure Youth Forensic Unit). The unit comprises six beds.

Manawai National Individualised Service Unit (NISU):

- Manawai is a National facility for adults with an intellectual disability and/or significant mental illness who have conditions of such severity that they have been subject to long-term hospital level care compromising their quality of life.

This role will work jointly with the other fulltime Clinical Nurse Specialist (CNS) in the Intellectual Disability service. The CNS will also be required to collaborate with psychology leadership in the Model of Care development and implementation. Additionally, the CNS works in partnership with the Team Leaders within the service to ensure Nursing and Support workers perform at the top of their respective scope and to ensure the integrity of clinical services both in regards to direct care but equally at the systems level.

Purpose of the role

The Clinical Nurse Specialist (CNS) working in Intellectual Disability services must actively reflect on their work and practice, they will work in ways that enhance the team to support the rehabilitation, care, and quality of life of all service users.

The CNS is a role that works across the ID Service to ensure continuity of care and best practise standards are applied, consistent with the ID Services Model of Care. In addition, the CNS provides expertise and specialty advice as required throughout the organisation. The role will work across the continuum of health care contributing to the multi-disciplinary team (MDT) with the aim of improving nursing practices and achieving equitable health outcomes for service users.

The CNS will provide leadership across clinical environments to identify and support practice improvements and the implementation of the ID Services Model of Care. .

Quality improvement and supporting change implementation are important aspects of this role. The environment is one of continuing change. The CNS role needs to champion the ID Services mission and purpose and be an advocate for the Model of Care

Key Accountabilities

The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

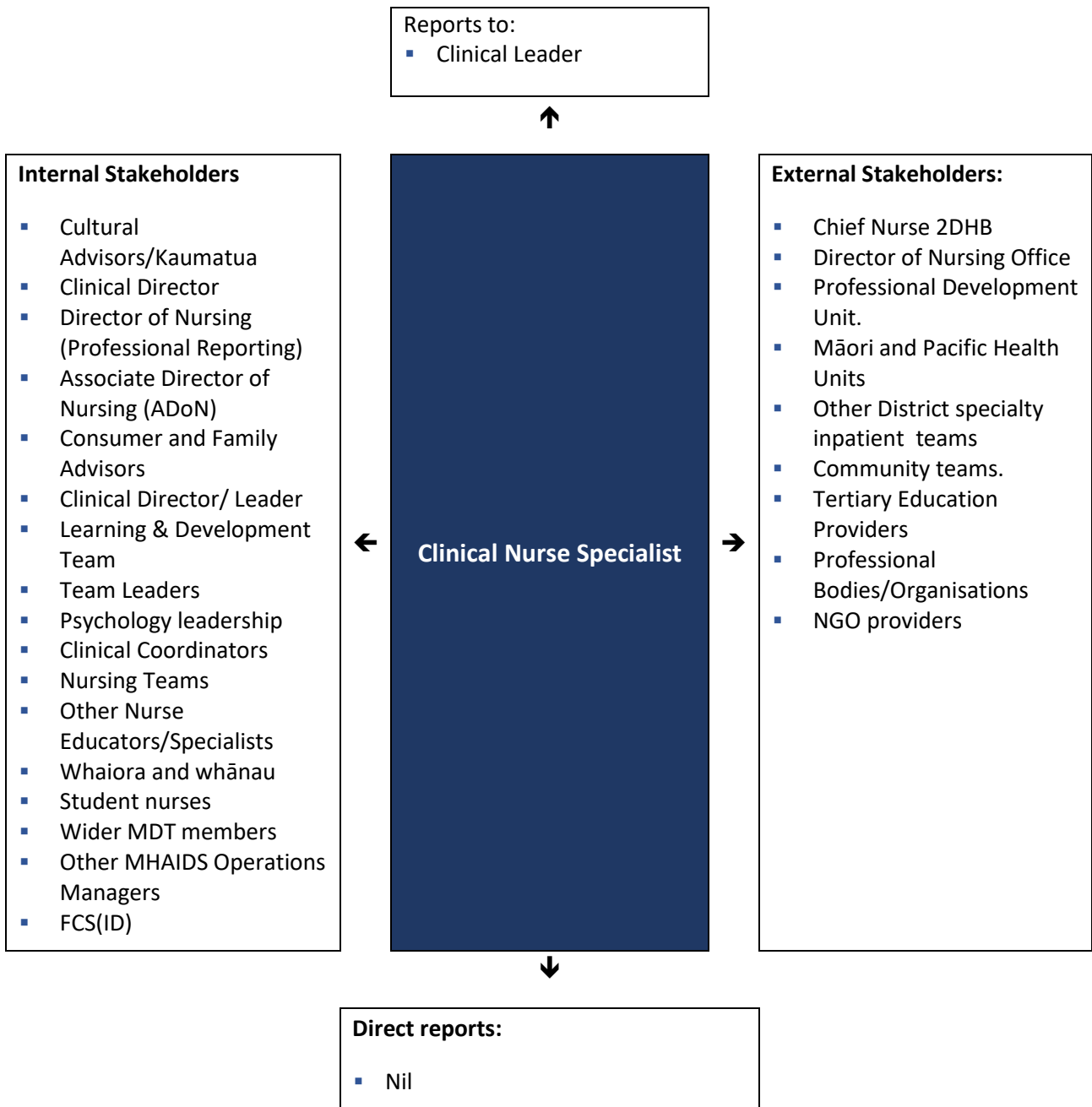
Key accountabilities	Deliverables/Outcomes	Key Performance Indications/Measures
1.Leadership	<ul style="list-style-type: none"> ▪ Contribute to achievement of strategic direction for defined speciality ▪ Contribute to the high performance of the specialty and maintain an organisation and service wide profile ▪ Lead nursing practice audits and support the development of evidence based clinical practice consistent with the ID Services Model of Care ▪ Challenge clinical practices and seek resolution ▪ Collaborate with the wider MHAID Services ▪ Lead development of nursing workforce to become robust 	<ul style="list-style-type: none"> ▪ Sets and achieves strategic goals in service plans ▪ Attendance of CNS sought at high level discussions on, and planning of, nursing matters ▪ Nursing practices are held in high regard by DON, Associate Director of Nursing, Group/ Operations Managers, Clinical Director/Leader and Executive Directors (Clinical, Operations) ▪ Work with Team Leaders to ensure complaints are attended to in a systemically responsive way ▪ 90% of nursing staff are on PDRP, with evidence of

Key accountabilities	Deliverables/Outcomes	Key Performance Indications/Measures
	<p>contributors to case presentation, care planning and reviews at multi-disciplinary team meetings</p> <ul style="list-style-type: none"> ▪ Participate in nursing recruitment and career/succession planning initiatives ▪ Contribute to the management of performance issues 	<p>progression of experienced staff to proficient and expert</p> <ul style="list-style-type: none"> ▪ Assist Team Leaders to complete performance appraisals and develop performance development plans to address competence and conduct issues ▪ Leadership/mentoring of multi-disciplinary meetings within inpatient ID Service
2. Clinical Expertise	<ul style="list-style-type: none"> ▪ Provide quality clinical advice in complex clinical issues across settings and disciplines ▪ Provide ongoing advice on a range of areas (e.g., clinical assessment, active support, role modelling, medication administration, physical health monitoring) ▪ Initiate regular opportunities to collaborate with service staff to review clinical practice and outcomes ▪ Take responsibility for providing ongoing expert advice, support and collaboration to ensure nursing practice is consistent with the Model of Care ▪ Active participant in the clinical governance group 	<ul style="list-style-type: none"> ▪ Professional Development achievements ▪ Nurses co-develop care plans/PBS plans in collaboration with whaiora and whānau that are responsive to risk and needs ▪ Actively participates in appropriate work groups and projects ▪ Practice issues from within the clinical environment for education purposes are identified. ▪ Relevant training provided to staff in conjunction with nurse educator and psychology leadership ▪ Standard procedures are developed and implemented aligned with the Model of Care and Tier 1 MHAIDS policy ▪ Attend all ID Service clinical meetings – consistent with clinical review process procedure ▪ Lead the Nursing meeting and key worker development project ▪ Clear knowledge of the role of Nursing and Mental Health Support Workers within the ID Services Model of Care ▪ Expertise in Intellectual Disability and challenging behaviour conceptualisation

Key accountabilities	Deliverables/Outcomes	Key Performance Indications/Measures
3. Quality and Risk	<ul style="list-style-type: none"> ▪ Active participation in the relevant quality improvement group ▪ Participates in reportable event reviews focusing on nursing practice ▪ In conjunction with Team Leaders/Operations Managers/Clinical Leader identifies and undertakes audit activities and other practice evaluation activities ▪ Participates in DHB quality and policy initiatives ▪ Uses planned approach to practice innovation ▪ Active participant in the local data council ▪ Knowledge of all relevant policy and procedures and an experience in application to individual clinical situations 	<ul style="list-style-type: none"> ▪ Speciality standard compliance ▪ Is able to provide evidence of risk identification and action ▪ Agreed clinical objectives identified relevant to speciality are implemented ▪ 100% identified audits are completed ▪ Outcomes of audit activities are monitored, reported and plan developed and initiated to address issues ▪ Evidence of protocol, standards and policy development ▪ Evidence that Nursing practice standards are aligned with new technologies and procedures and Model of Care ▪ Engagement in service improvement work regarding the operationalisation of the ID Services Model of Care
4. Education, Teaching & Research	<ul style="list-style-type: none"> ▪ Working with the L&D team to identify speciality education ▪ Acts as an expert resource, coach and role model within clinical areas. ▪ Uses data (marama, QLIK, etc) to identify and inform strategic developments ▪ Mentors Nurses within their team(s) to provide support for precepting student nurses and New Graduate nurses undertaking MH NESP ▪ Is a champion of the ID Service Model of Care 	<ul style="list-style-type: none"> ▪ Working with L&D team to provide an education plan for the MHAID Services, including its implementation and successful achievement ▪ Evidence confirms identification and support of research and innovation ▪ Maintains and updates current resources for whānau, whaiora and kaimahi education and information ▪ Evidence based and up to date protocols, policies and guidelines available and accessible to nurses ▪ Sound knowledge of all components of the ID Service Model of Care
5. Professional Development	<ul style="list-style-type: none"> ▪ Maintenance of annual practising certificate ▪ Postgraduate/Advanced study ▪ Achievement and maintenance of Senior PDRP ▪ Minimum monthly supervision attendance 	<ul style="list-style-type: none"> ▪ Current APC ▪ CCDHB PDRP certificate of achievement ▪ Evidence of study ▪ Attends regular professional supervision

Key accountabilities	Deliverables/Outcomes	Key Performance Indications/Measures
		<ul style="list-style-type: none"> ▪ Evidence of learning and development in regards to the Model of Care and associated literature
6. Occupational Health & Safety	<ul style="list-style-type: none"> ▪ Complies with responsibilities under the Health & Safety in Employment Act 1992. 	<ul style="list-style-type: none"> ▪ Has read and understood the Health & Safety policy and procedures; ▪ Actively supports and complies with Health & Safety policy and procedures; ▪ Evidence of support and compliance with health and safety policy and procedures including use of protective clothing and equipment as required, active participation in hazard management and identification process, and proactive reporting and remedying of any unsafe work condition, accident or injury.

Key Relationships & Authorities



Capability Profile

Solid performance in the role requires demonstration of the following competencies. These competencies provide a framework for selection and development.

Competency	Behaviours
Interpersonal Savvy	<ul style="list-style-type: none"> ▪ Relates well to all kinds of people – up, down, and sideways, inside and outside the organisation ▪ Builds appropriate rapport ▪ Builds constructive and effective relationships ▪ Uses diplomacy and tact

Competency	Behaviours
	<ul style="list-style-type: none"> Can diffuse even high-tension situations comfortably
Organising	<ul style="list-style-type: none"> Can marshal resources (people, funding, material, support) to get things done Can orchestrate multiple activities at once to accomplish a goal Uses resources effectively and efficiently Arranges information and files in a useful manner
Planning	<ul style="list-style-type: none"> Accurately scopes out length and difficulty of tasks and projects Sets objectives and goals Breaks down work into the process steps Develops schedules and task/people assignments Anticipates and adjusts for problems and roadblocks Measures performance against goals Evaluates results
Decision Quality	<ul style="list-style-type: none"> Makes good decisions (without considering how much time it takes) based upon a mixture of analysis, wisdom, experience, and judgement Most of his/her solutions and suggestions turn out to be correct and accurate when judged over time Sought out by others for advice and solutions
Problem Solving	<ul style="list-style-type: none"> Uses rigorous logic and methods to solve difficult problems with effective solutions Probes all fruitful sources for answers Can see hidden problems' Is excellent at honest analysis Looks beyond the obvious and doesn't stop at the first answer
Quality & Innovation	<ul style="list-style-type: none"> Provides quality service to those who rely on one's work. Looks for ways to improve work processes - suggests new ideas and approaches. Explores and trials ideas and suggestions for improvement made by others. Shows commitment to continuous learning and performance development.
Negotiating	<ul style="list-style-type: none"> Can negotiate skilfully in tough situations with both internal and external groups; Can settle differences with minimum noise; Can win concessions without damaging relationships; Can be both direct and forceful as well as diplomatic; Gains trust quickly of other parties to the negotiations; Has a good sense of timing

Experience and Capability

Essential qualifications, skills and experience

Knowledge, Skills & Experience:

- Minimum of three years Mental Health and/or Intellectual Disability Nursing Experience
- Minimum practice at Expert/Senior level on PDRP or prior experience working as Clinical Nurse Specialist or equivalent Senior Nursing role.
- Knowledge and understanding of Te Tiriti o Waitangi and implications to nursing practice and work with marginalised groups.
- Knowledge of national and local reviews/policies/strategies that inform the direction of mental health, addiction and intellectual disability services

- Knowledge of contemporary nursing professional development strategies
- Speciality knowledge and practice expertise in Intellectual Disability
- Proven experience in facilitating and managing change at a local level
- Knowledge of quality improvement processes and principles including managing projects.
- Advanced knowledge or willingness to upskill in Positive Behaviour Support
- Knowledge and understanding of the relevant legislation, standards and guidelines.

Essential Professional Qualifications / Accreditations / Registrations:

- NZ Nursing Registration
- Current APC
- Postgraduate Cert / Diploma in specialty nursing practice (or undergraduate mental health/learning disability nursing programme)
- Working towards completion of Master's Degree in nursing or health related area

Someone well-suited to the role will place a high value on the following:

- The DHB values and consumer rights
- Civility, respect and collaboration in practice
- Challenging stigma and discrimination of service users
- Applying the principles of Te Tiriti o Waitangi to practice
- Practicing in a manner that service users determine as being culturally safe
- Respect and collaboration in practice, including with service users and their whānau
- Delivering an exemplary standard of care
- Quality of life for service users and clinical staff
- Strong interpersonal skills
- Evidence based practice
- Research and clinical audit
- Experience in multi-disciplinary clinical teaching
- Innovation
- Critical thinking
- Working effectively with the community
- Social determinates of health
- Appreciation for the impact of systems on wellbeing outcomes for people whose behaviour challenges
- Government health policy

Ma tini, ma mano, ka rapa te whai
By joining together we will succeed

Te Whatu Ora is committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Māori cultural practices.

We are committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.