

## Position Description

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<b>Position</b>	Specialty Clinical Nurse - Epilepsy Neurology
<b>Team / Service</b>	Neurology Outpatients Department
<b>Group</b>	Speciality Medicine Group
<b>District</b>	Capital, Coast & Hutt Valley
<b>Responsible to</b>	Team Leader Neurology
<b>Children's Act 2014</b>	This position is classified as a children's worker, requiring a safety check including police vetting before commencing and every three years
<b>Location</b>	<p>This position is expected to work from Wellington (primary site)</p> <p>From time to time as part of Variance Response this role may be required to work in other areas.</p>

## Te Whatu Ora

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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

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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 and surgical hospital 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
- 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.

Te Wao Nui, the Child Health Service for the Wellington Region and Central New Zealand based in the new purpose built children's hospital on the Wellington Regional Hospital campus, supports babies to adolescents with medical conditions or who may need paediatric surgery. It provides both hospital and outpatient services.

Women's Health Services provide tertiary level maternity care in Wellington and Hutt Regional Hospitals and a Primary Birthing Unit in Kenepuru. The provision of services from Women's Health encompass community-based primary LMC care and breastfeeding support, and tertiary level obstetrics, gynaecology, and other specialist services.

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

MHAIDS is the mental health, addictions and intellectual disability service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. Ratonga Rua-o- Porirua is our forensic, rehabilitation and intellectual disability inpatient unit.

## Te Tiriti o Waitangi and Māori Health Outcomes

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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:

<b>Mana whakahaere</b>	Effective and appropriate stewardship or kaitiakitanga over the health and disability system. This goes beyond the management of assets or resources.
<b>Mana motuhake</b>	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.
<b>Mana tāngata</b>	Achieving equity in health and disability outcomes for Māori across the life course and contributing to Māori wellness.
<b>Mana Māori</b>	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.

## Te Mauri o Rongo

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Te Mauri o Rongo recognises our connection to this work, to each other, to the people we serve and to our whakapapa. It speaks to specific behaviours that we will expect from each other guided by the pou of Te Mauri o Rongo:

### Wairuatanga

Working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

### Rangatiratanga

As organisations we support our people to lead. We know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.

### Whanaungatanga

We are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe. “Whiria te tangāta” – we will weave our people together.

### Te Korowai Āhuru

A cloak which seeks to provide safety and comfort to the workforce.

## District Responsibility

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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.

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.

## Neurology Service Perspective

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The Neurology department provides a regional/tertiary service for complex neurological conditions for diagnosis and specialist management. It comprises a busy outpatient-based service at Wellington Hospital but includes outreach clinics to regional hospitals. Inpatient care is provided for stroke and other neurology patients. The department liaises closely with most hospital services including the neurosurgery, paediatrics, ophthalmology and orthopaedic departments.

The neurology service at Wellington regional hospital provides the acute stroke services for our own district but also provides a regional telestroke and thrombectomy service for surrounding regional hospitals covering approximately 1 million people.

Neurophysiology services provided include EEGs, NCS, EMG, EP and testing of the vestibular system. Neuropsychology services and Liaison Psychiatry provide diagnostic support, advice and counselling for Wellington region and to tertiary referrals as required.

Neurology SCN and CNS Nurses provide support for both outpatient and IP services providing patient education and specialised patient focus expertise. Nursing staff also contribute to current research trial as required.

Neurology Outpatient services are provided at Wellington Hospital, and Kenepuru and Hutt Hospitals with less frequent outreach Clinics are also provided in Masterton and Greytown.

Whilst you will be based in Wellington Hospital, you may be required to manage/cover clinics in Hutt Hospital, or Kenepuru Hospital but this will be agreed when / if required.

## Purpose of the Role

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The Specialty Clinical Nurse (SCN) uses in-depth knowledge to provide patient care and expertise with an Epilepsy focus in the Neurology Service. The SCN works in a specialised practice area with more knowledge and skills than an expert Registered Nurse (RN). This role enhances health outcomes for patient's living with epilepsy and their whānau. This is by working directly with them to provide assessment, care and education.

As a senior nurse, the SCN contributes to service specific pathways, protocols and guidelines that reflect best practice, in accordance with current evidence to ensure high levels of safe care.

Quality improvement is an important priority. The Epilepsy SCN nurse will provide support to all clinical staff to ensure that practise standards are evidence based to achieve best patient outcomes.

This position is essential part of the care of patients living with epilepsy. Our Nursing team help to address the burden of chronic conditions, specifically epilepsy, which require long-term follow-up.

This role supports patients with epilepsy both newly diagnosed and for long-term management of this chronic condition. The nursing Model of care is a Holistic approach as epilepsy has care does not just involve medical management of seizures.

The SCN in epilepsy runs education clinics for newly diagnosed patients to help them come to terms with their condition and to cover important safety issues relating to seizure and drug compliance to minimise the risk of sudden unexplained death due to seizure (SUPED).

The SCN run both face to face and telephone FU to review drug compliance/ any issues with side effect/ monitory seizure frequency and any refer, as seen appropriate, to support services to deal with any issues socio-economic, psychological or other issues.

They act as a resource for both the patients and primary care.

SCN is the first point of contact for patients living with epilepsy and is interface between neurology and primary care dealing with complex drug regimes.

The SCN is expected to contribute to the implementation of District and nursing goals and values, and to promote Te Whatu Ora – Health New Zealand Capital, Coast and Hutt Valley as a Centre of Excellence for nursing practice.

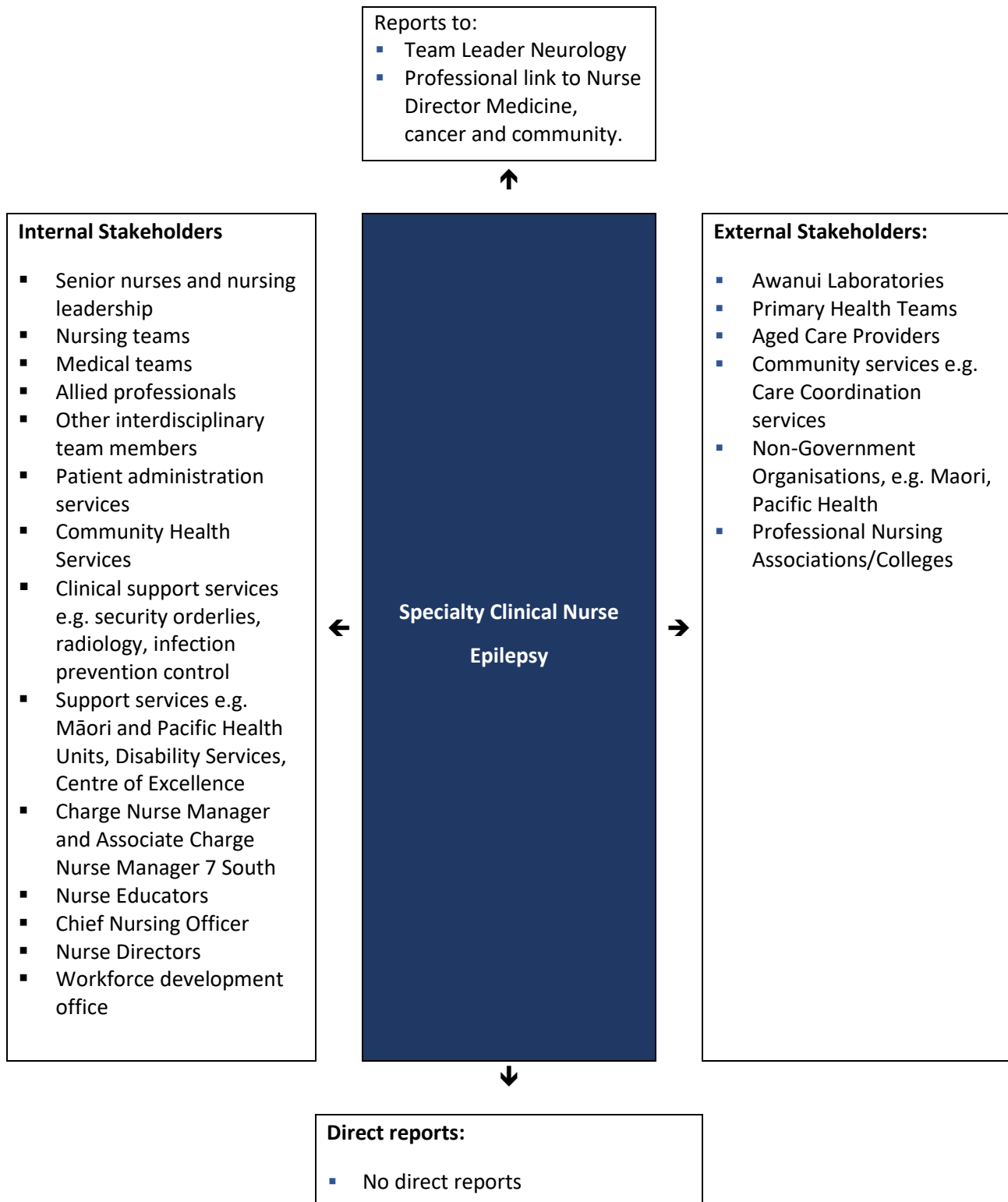
## Key Accountabilities

All Registered Nurses (RN) nurses employed by Capital, Coast & Hutt Valley District will have registration with the New Zealand Nursing Council (NCNZ), will fulfil all registered nursing competencies and maintain a current RN annual practising certificate (APC). Application onto the Professional Development and Recognition Programme (PDRP) at Senior Expert pathway is required.

Key accountabilities	Deliverables / Outcomes
<b>1. Professional Accountabilities</b>	<ul style="list-style-type: none"> <li>Accepts responsibility for ensuring their nursing practice and conduct meet the standards of the professional, ethical, and relevant legislated requirements</li> <li>Role models best practice and applies the principles of Te Tiriti O Waitangi in nursing practice</li> <li>Applies Te Whatu Ora policies and processes and contributes to a safety culture for patients, whānau and staff</li> <li>Maintains a strict sense of professional ethics, confidentiality and privacy and abides by the District Code of Conduct</li> <li>Champions equity and diversity in the workplace</li> <li>Ensures health and safety practice meet the requirements of health and safety at work legislation</li> </ul>
<b>2. Clinical Expertise</b>	<ul style="list-style-type: none"> <li>Demonstrates expert clinical practice in epilepsy</li> <li>Prioritises and responds to referrals from members of the inter-professional team in response to identified criteria / service needs</li> <li>Provides assessment, care planning and evaluation of the management of epilepsy patients</li> <li>Uses assessment findings to anticipate likely course of events and implements appropriate changes to patient care</li> <li>Appropriately uses clinical judgement and decision making in implementing and modifying interventions</li> <li>Provides effective care and advocacy through participating in-patient review in collaboration with the healthcare team</li> <li>Provides effective holistic support to patients and whānau</li> <li>Accurately documents patient assessment, interventions, referrals and follow-ups</li> <li>Practices both autonomously and collaboratively within RN scope of practice, recognises limitations and consults or refers on appropriately</li> </ul>
<b>3. Leadership</b>	<ul style="list-style-type: none"> <li>Contributes to achievement of strategic direction for defined speciality</li> <li>Contributes to the high performance of the specialty and maintains a service-wide profile</li> <li>Role models specialty clinical skills and professional nursing practice</li> <li>Coaches and supports the nursing team</li> <li>Promotes patient management that reflects current nursing knowledge, expected standards and best practice</li> <li>Incorporates an awareness of relevant standards/policies on provision of care delivery within the service</li> </ul>

Key accountabilities	Deliverables / Outcomes
	<ul style="list-style-type: none"> <li>▪ Responds with constructive strategies to meet new challenges and actively supports change</li> <li>▪ Contributes to shared governance of nursing through engagement in relevant meetings, committees, and working parties and/or similar</li> <li>▪ Fosters and participates in peer review processes, case review and reflective practice</li> </ul>
<b>4. Interprofessional collaboration and provision of quality care</b>	<ul style="list-style-type: none"> <li>▪ Collaborates with colleagues and members of the health care team to facilitate and coordinate care</li> <li>▪ Establishes and maintains effective inter-professional relationships to achieve optimal patient and service outcomes</li> <li>▪ Evaluates nursing practice against standards and best practice guidelines to ensure culturally safe care with equitable outcomes</li> <li>▪ Identifies and contributes to quality improvement initiatives that support specialty goals</li> <li>▪ Contributes to the development of specialty specific policies, procedures, documentation tools and information resources to enhance patient outcomes, following agreed District process</li> <li>▪ Anticipates and manages clinical risk in specialty area</li> <li>▪ Appropriately reports and contributes to the investigation and resolution of adverse events</li> </ul>
<b>5. Education and Evidence based practice</b>	<ul style="list-style-type: none"> <li>▪ Provides specialty education</li> <li>▪ Optimises nursing practice based on current evidence and incorporating Te Ao Māori perspective and equity focus</li> <li>▪ Maintains high standard of required clinical competencies and technical expertise</li> <li>▪ Reads widely and uses evidence-based practice to maintain currency and inform practice.</li> <li>▪ Proactive in furthering own professional development</li> <li>▪ Promotes the specialty and/or service from a nursing perspective through informal or formal presentation (HV)</li> <li>▪ Participates in local/national professional nursing or specialty groups</li> <li>▪ Maintains professional development to support role competencies and expanded practice when required for procedures.</li> </ul>
<b>6. Proactively Manages Risk and Safety</b>	<ul style="list-style-type: none"> <li>▪ Ensure all Health &amp; Safety obligations under the legislation are applied and managed to and that a culture of safe practice is second nature</li> <li>▪ Actively support and ensure compliance with Health &amp; Safety policy and procedures; ensuring staff also support and comply.</li> <li>▪ Maintain a proactive culture of Health &amp; Safety supported by systems</li> <li>▪ Ensure providers are aware of and have processes to comply with their health and safety responsibilities</li> </ul>

## 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
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>Builds constructive and effective relationships</li> <li>Has a friendly and supportive manner</li> <li>Collaborates with fellow team members and work groups to achieve service objectives</li> <li>Shares knowledge and expertise with colleagues</li> <li>Seeks out opportunities to support others in achieving goals</li> <li>Recognises and respects individual differences</li> <li>Actively contributes to and accepts consensus decisions</li> <li>Shows understanding of how their own role directly or indirectly supports the health and independence of the community</li> </ul>
<b>Commitment to Kawa Whakaruruhau</b>	<ul style="list-style-type: none"> <li>Demonstrates understanding and application of the principles of Te Tiriti O Waitangi   Treaty of Waitangi in nursing practice</li> <li>Works towards achieving equitable health outcomes for Māori</li> <li>Supports tangata whenua/mana whenua led change to deliver mana motuhake in the design, delivery and monitoring of health care</li> <li>Supports Māori oversight and ownership of decision making processes necessary to achieve Māori health equity</li> <li>Supports the expression of hauora Māori models of care and mātauranga Māori</li> </ul>
<b>Equity</b>	<ul style="list-style-type: none"> <li>Commits to helping all of our people to achieve equitable health outcomes</li> <li>Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery</li> <li>Supports the dismantling of policies, procedures and practices that cause inequity</li> <li>Supports Māori-led responses</li> <li>Supports Pacific-led responses</li> <li>Supports Disability-focused responses</li> </ul>
<b>Self-Management</b>	<ul style="list-style-type: none"> <li>Sets high personal standards and strives to achieve goals</li> <li>Is proactive and displays initiative</li> <li>Is resilient and able to adapt to change and can adjust work style and approach to fit with requirements</li> <li>Understands and acknowledges personal and professional limitations</li> <li>Plans and organises work, allocating time to priority issues, meeting deadlines and coping with the unexpected</li> <li>Perseveres with tasks and achieves objectives despite obstacles.</li> <li>Is reliable - does what one says one will.</li> </ul>

Competency	Behaviours
	<ul style="list-style-type: none"> <li>Consistently performs tasks correctly - following set procedures and protocols.</li> </ul>
<b>Communication/Interpersonal Skills</b>	<ul style="list-style-type: none"> <li>Demonstrates compassion</li> <li>Empathises with others and considers their needs and feelings</li> <li>Actively listens, drawing out information and checking understanding</li> <li>Communicates information effectively and accurately, both orally and in writing</li> <li>Builds rapport and relates well to all kinds of people</li> <li>Adjusts style to the recipients and considers their frame of reference</li> <li>Uses diplomacy and tact and can diffuse high tension situations</li> </ul>
<b>Quality and Innovation</b>	<ul style="list-style-type: none"> <li>Provides quality service to those who rely on one's work.</li> <li>Looks for ways to improve work processes - suggests new ideas and approaches.</li> <li>Explores and trials ideas and suggestions for improvement made by others.</li> <li>Shows commitment to continuous learning and performance development.</li> </ul>
<b>Flexibility</b>	<ul style="list-style-type: none"> <li>Ability to flex within the scope of Registered Nurse practice to meet the changing needs of people and their whānau and the population</li> <li>Responds positively and collegially, to requests for help from other team members</li> </ul>

## Experience and Capability

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### A. Knowledge, Skills & Experience:

- Clinical nursing expertise and experience (2-3 years) aligning with neurology and has an interest in Epilepsy
- Excellent communication, interpersonal, facilitation and coordinating skills
- Commitment to speciality practice development
- Demonstrates an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in a senior nursing role
- Understands the NZ Health System including equity issues, with a focus on the speciality practice area

### B. Qualifications / Accreditations / Registrations:

- RN registration with current APC and scope appropriate to area of practice
- Expert level in Professional Development Recognition Programme (PDRP) and committed to maintain Expert/Senior (CC) or Expert (HV) PDRP
- Clinical Postgraduate Certificate is the required qualification however when applicable to the patient population and SCN role, a postgraduate diploma with a RN prescribing practicum for NCNZ authorisation in RN prescribing in primary health and specialty teams is supported. Service and nursing leadership approval is required to undertake the RN prescribing practicum. As a designated senior role there is prioritised contestable postgraduate funding to complete a master's degree if the SCN chooses too.

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

- Commitment to Te Tiriti o Waitangi
- Living the HNZ Te Whatu Ora and District values and role modelling Te Mauri o Rongo
- An enthusiasm for ongoing nursing practice development and sharing that information
- High quality care for the patient and whānau with a strong equity focus
- Practice informed by research evidence and quality improvement strategies
- Innovation and critical thinking
- Commitment to sustainable practice

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