

Position Description | Te whakaturanga ō mahi

Health New Zealand | Te Whatu Ora

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Title	Clinical Nurse Specialist Endocrine
Reports to	District Charge Nurse Manager
Location	This role is expected to work across all sites in Capital, Coast and Hutt Valley District
Department	Diabetes & Endocrine
Date	DD-MM-YYYY
Salary band (indicative)ⁱ	Designated Senior Nurse, Grade 2
Children's Worker roleⁱⁱ	Yes

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

About the role

The primary purpose of the role is to:

The Clinical Nurse Specialist (CNS) Endocrine provides specialist nursing advice, care and expertise, both in delivering direct patient care and in supporting other staff caring for patients with complex endocrine issues across the lifespan. The CNS practices with increased autonomy, by working at an advanced level within the RN scope of practice (Te Kaunihera Tapuhi o Aotearoa Nursing Council of New Zealand /NCNZ 2025). The focus is on assisting, directing and supporting the patient and whānau with endocrine disorders. The CNS has an active role in the development and achievement of the strategic direction for the Endocrine, Diabetes and Research Service/ Capital, Coast and Hutt Valley District.

The CNS leads development and implementation of speciality specific pathways, protocols and guidelines, in accordance with relevant national and international standards and guidance. This includes evaluating standards of care, in line with research, policy and evidenced-based practice across a range of settings.

The Diabetes and Endocrine service and the patient population benefit from CNS's being designated nurse prescribers. The CNS in this role will be supported to work towards becoming a designated prescriber in primary health and speciality teams with Te Kaunihera Tapuhi o Aotearoa Nursing Council of New Zealand (NCNZ) within agreed timeframes. This

will be discussed with existing CNS or when newly appointed, and will inform the letter of offer.

The CNS – Endocrine uses advanced nursing knowledge and skills to work with people with endocrine disorders, providing specialist nursing management and expert self-management teaching:

- Establish and maintain Nurse-led services/clinics in outpatient settings across the District
- Strengthen a nurse-led case-management model for endocrine patients
- Acting as an expert resource for the MDT
- Supporting and collaborating with internal and external providers to improve patient outcomes
- Initiate approved investigations (e.g. laboratory, radiology requests) linked to own clinics or surveillance and discuss results as needed with a senior clinician
- Participates in the planning and delivery of education for patients, whānau and support personnel and health professionals to support and enhance management of patients with endocrine disorders.

The following accountabilities are in addition to the NCNZ competencies for registered nurses (RN). The CNS is expected to be Senior on the Professional Development and Recognition Programme (PDRP). Competence is the combination of skills, knowledge, attitudes, values and abilities that underpin effective performance as an advanced practice nurse.

In this Position Description the terms person or patient are used to refer to those who use health services, who in different settings may be referred to as tangata whaiora, health consumer or client.

Key Result Area	Expected Outcomes / Performance Indicators
Professional Accountabilities	▪ Accepts responsibility for ensuring their nursing practice and conduct meet the standards of the professional, ethical, and relevant legislated requirements ▪ Role models expert and advancing practice and applies the principles of Te Tiriti o Waitangi in nursing practice ▪ Contributes to improving inequities by working with colleagues to operationalise Te Whatu Ora's commitment to meet the Pae Ora (Healthy Futures) Act 2022 obligations as Te Tiriti o Waitangi partners. ▪ Leads and supports excellence in nursing practice
Provide safe and expert patient care	▪ Works directly with patients' whānau and staff in a variety of clinical settings as an expert resource and role model ▪ Uses expert knowledge and skills to perform comprehensive patient assessment, plan care, manage complex needs and arrange follow-up for patients, including the whānau where appropriate ▪ Clinical knowledge is advanced to meet complex patient needs ▪ Prioritises and responds to direct referrals from health professionals or service users in response to identified criteria/ service standards ▪ Uses assessment findings to foresee likely course of events and recommend/ implement appropriate changes to patient care

	▪ Demonstrates sound levels of clinical judgement and ethical decision making in implementing and/or modifying interventions ▪ Utilizes effective problem solving skills with service users to reduce hospitalisation duration and facilitate early safe discharge ▪ Facilitates a collaborative, interdisciplinary approach to clinical management, assisting access to appropriate diagnostic tests, interventions and therapies ▪ Provides effective emotional and informational support to service patient and whānau ▪ Accurately documents patient assessment, interventions, referrals and/or follow-ups ▪ Uses initiative and clinical judgment in the application of relevant policies, procedures and clinical guidelines • Practices autonomously and collaboratively within RN scope of practice, recognises limitations and consults/refers on appropriately.
Works collaboratively to ensure safe and effective care delivery	▪ Acts as a nursing resource across clinical settings and disciplines, sharing clinical expertise both formally and informally ▪ Creates opportunities within the clinical setting to share clinical expertise through teaching and coaching of staff ▪ Provides clinical expertise/ guidance in the assessing, planning and management of complex patients ▪ Effectively communicates and coordinates the plan of care with the multidisciplinary team to ensure a seamless transition between services, including primary and secondary care ▪ Evaluates the effectiveness of clinical interventions and collaboratively facilitates modification of regimes accordingly ▪ Facilitates the communication of consistent and realistic information to patients and families • Facilitates opportunities for nursing and medical staff to participate and collaborate in patient care discussion.
Provides effective nursing leadership	▪ Role models and applies the principles of Te Tiriti O Waitangi in nursing practice ▪ Champions equity and diversity in the workplace ▪ Visible and accessible to direct care nurses ▪ Leads practice innovation and initiative ▪ Leads and influences practice standard to reflect current nursing knowledge, research and best practice ▪ Coaches and role models expert clinical skills and professional nursing practice (teamwork, behaviour attitudes and conduct) ▪ Incorporates an awareness of broader health policies on provision of care delivery within the district ▪ Provides a nursing perspective in organisation and planning at a service level contributing to strategic direction of Service and Speciality ▪ Responds with constructive strategies to meet new challenges and initiates/ adopts change early ▪ Contributes to shared governance of nursing through engagement in relevant meetings, committees, and working parties and/or similar ▪ Engages with Care Capacity Demand Management (CCDM) ▪ Networks with team members from a wide range of clinical disciplines, to ensure timely and effective clinical management

	▪ Fosters and participates in peer education, peer review processes, case review and reflective practice ▪ Actively involved in local and national reviews of guidelines •
Enhances inter-professional healthcare and provision of quality services	▪ Effectively communicates with all member of the multidisciplinary team on the management of patients to develop and coordinate a plan of care ▪ In collaboration with the services, identifies and proposes quality improvement initiatives using data-driven decision-making and effective change management processes ▪ Collates and maintains patient data for analysis, audit and reporting ▪ Actively seeks and incorporates feedback, to improve quality of care delivered, through presenting and participating in patient review ▪ Evaluates nursing practice against current standards of best practice ▪ Monitors and acts upon nurse sensitive quality indicators ▪ Contributes as a clinical expert in the investigation, critical assessment and management of any adverse/reportable events ▪ Coordinates the development of evidence-based policies, procedures, documentation tools and information resources to enhance patient outcomes ▪ Actively involved in long term on-going case and peer reviews ▪ Attends appropriate educational meetings including clinical reviews • Participates in required mandatory training for clinical staff
Advances nursing and practice through research a scholarship	▪ Maintains required clinical competencies and technical expertise and as applicable expanded practice and national credentialing ▪ Reviews research, literature and practice trends to inform practice and ensure currency ▪ Proactive in identifying own professional development needs and negotiating appropriate resources including post graduate courses ▪ Identifies researchable practice issues and engages support in undertaking research, audit and/or internal validation studies ▪ Promotes the specialty and/or service from a nursing perspective through presentation and /or publication ▪ Participates in local/national professional nursing or specialty groups ▪ Uses professional nursing/specialty organisation membership to benefit the practice environment/ nursing service 1.
Proactively Manages Risk and Safety	▪ Ensure practice meets health and safety at work legislation and compliance with Health & Safety policy and procedures ▪ Actively supporting all health and safety initiatives and contributes to a safety culture for patients whānau and staff ▪ Maintain a proactive culture of Health & Safety supported by systems ▪ Actively support and ensure compliance with Health & Safety policy and procedures; ensuring staff also support and comply.

	- Identifies and reports clinical risk factors as they pertain to the clinical areas they work within and manages these proactively - As clinical expert contribute to reviews incidents/events/complaints as required to minimise risk and use findings to improve practice 2. Maintains professional development to support role competencies and credentialing when required for procedures e.g. expanded practice, colposcopy etc.
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Key Result Area	Expected Outcomes / Performance Indicators
Access and Outcomes	- Supports efforts to improve access to services and achieve better outcomes for the communities we serve. - Uses evidence and insights to identify barriers and opportunities for improvement. - Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	- Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. - Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. - Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.
Health & safety	- Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. - Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. - Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	- Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. - Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. - Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Matters which must be referred to your manager

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.

Relationships

External	Internal
- Awanui Laboratory - Primary Health Teams	Senior nurses and nursing leadership

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| <ul style="list-style-type: none"> • Aged Care Providers • Community services e.g. Care Coordination services • Non-Government Organisations, e.g. Maori, Pacific Health • Professional Nursing Associations/Colleges • Providers of clinical technology equipment and associated training (such as insulin pump providers) | <ul style="list-style-type: none"> • Nursing teams • Medical teams • Allied professionals • Other interdisciplinary team members • Patient administration services • Community Health Services • Clinical support services e.g. security orderlies, radiology, infection prevention control • Support services e.g. Māori and Pacific Health Units, Disability Services, Centre of Excellence |
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About you – to succeed in this role

You will have

Essential:

- Clinical expertise and experience aligning with Endocrine practice
- Comprehensive knowledge informing an understanding of the NZ Health System including equity issues, professional leadership and emerging issues for the nursing profession
- Excellent communication, interpersonal, facilitation and coaching skills
- Clinical Postgraduate Diploma is the required qualification however there is support to complete a Masters qualification.
- The prerequisite postgraduate clinical courses to undertake a RN prescribing practicum for NCNZ authorisation in RN prescribing in primary health and specialty teams, provide essential clinical knowledge for the CNS role. Note: Service and nursing leadership approval is required to undertake the RN prescribing practicum.

Desired:

- Experience in practice development and quality improvement strategies
- Senior level in Professional Development Recognition Programme (PDRP) and committed to maintain this level
- Note: for a CNS role intended to incorporate NCNZ authorisation in RN Prescribing in primary health and specialty teams, there is requirement for a minimum three years practice in the area they intend to prescribe (At least one year of the total practice must be in NZ or similar context)

You will be able to Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.
- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.
- Maintain high standards of professionalism, integrity, and ethical behaviour.
- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.
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ⁱ Salary band reference is for internal benchmarking and role sizing purposes only. The salary band designation is not a term or condition of employment and may be changed by the HNZ. Changes to the salary band will not affect an employee's current salary or remuneration.

ⁱⁱ The Children's Act 2014 makes provisions for the protection of children and helping them thrive, achieve and belong. At Health New Zealand, we safety check every children's worker. The purpose of this safety check is to reduce the risk of harm to young people and is a legal requirement for those employed in work that involves contact with children and young people including face-to-face, over the phone, or email contact. It is part of our commitment to ensuring the wellbeing and safety of children and young people. Your continued employment with Health NZ is conditional on a satisfactory safety check.