

Registered Nurse – Homeless Health Clinic

Position Description

Telephone: (02) 9568 0262
Facsimile: (02) 9550 9383

Email: vinnies@vinnies.org.au
Website: www.vinnies.org.au
Donation Hotline: 13 18 12

Position Title Registered Nurse – Homeless Health Clinic

Responsible Council NSW State Council

Reports To Operations Manager,
Functional responsibility SVDP NSW Support Services

Reports To Team Leader, Health Clinic.
Managerial responsibility

Location Health Clinic, SVDP NSW Support Services

Primary position objective The Registered Nurse co-ordinates and delivers high quality nursing care to clients at risk of or experiencing homelessness in collaboration with a multi-disciplinary team consistent with SVDP NSW Support Services/St Vincent de Paul Society policies, procedures and standards.

St Vincent de Paul Society

The St Vincent de Paul Society is a member and volunteer based organisation that has been assisting people experiencing disadvantage in NSW for more than 130 years.

The Society was founded by a 20 year old man named Frederic Ozanam in 1833, who with a group of friends, wanted to make a difference to the poverty and disadvantage that he saw around him in post-Revolution France. Leading by example and with boundless energy, Frederic started what is now a world-wide movement in just 20 short years. The St Vincent de Paul Society NSW has around 16,000 members and volunteers and 1,400 staff. Our local member networks, referred to as Conferences, are present in over 420 communities across NSW.

Our members and volunteers provide assistance to people experiencing disadvantage including food parcels and vouchers, financial assistance, assistance with energy bills and other debt, budget counselling and the provision of other material items such as furniture, clothing and bedding and any other household items. Importantly, our members also provide vital emotional support and referral services as needed.

The St Vincent de Paul Society is a leading provider of community support services and has close to 100 Special Works across the State in the areas of homelessness, mental health, disability, financial counselling, supported accommodation, food provision, refugees and migrants and addiction counselling.

Our work is funded by all levels of government, the generous support we receive from the community and our 250 Retail Centres across NSW.

Departmental Overview

The SVDP NSW Support Services Health Clinic is a primary health care facility which administers health care to clients who are homeless or at risk of homelessness. The Team Leader is responsible for the management of Clinical Services. Registered Nurses provide the day to day clinical care of clients. Both parties work according to the ethos of the St Vincent de Paul Society and the policies and procedures of SVDP NSW Support Services.

Duties and Responsibilities

Clinical Services:

- Provide clinical health care services to those at risk of or experiencing homelessness as part of MTHS. These services include (but are not limited to) managing and maintaining GP, Podiatry, Optometry, Psychiatry, Metabolic Health, Heart Failure and Smoking Cessation Clinics.
- Assess, plan, organize, evaluate and deliver holistic, quality nursing care in accordance with the Australian Nursing and Midwifery Council's (ANMC) National Competency Standards
- Collaborate with MTHS departments and services.
- Managing time and prioritizing issues given the diverse range of issues encountered simultaneously and work demands flowing from a number of sources
- Document client care accurately and collect and maintain data and electronic health records in prescribed ways.
- Take part in the development, implementation and evaluation of operational protocols, policies and procedures for the health clinic as directed by the Clinic Team Leader and MTHS management.
- Managing clients with challenging behaviours.

Communication

- Maintain effective, open communication, consultation and liaison with clients, healthcare team members and all other members of the MTHS team to ensure: continuity of care to clients, client needs are identified and their requirements are met.
- Endeavours to form therapeutic relationships with clients for the betterment of their healthcare outcomes.
- Maintain confidentiality in matters related to clients.
- Communicates effectively both verbally and in writing with clients, staff, and external agencies as required.
- Maintains client progress in the medical records, and other relevant record systems in a clear and concise way that meet legislative requirements to ensure continuity of safe patient care.
- Has the capacity to work well and maintain effective relationships with a small clinical team as well as the greater MTHS multi-disciplinary team.
- Demonstrated capacity to work with people from diverse backgrounds including culturally diverse backgrounds.
- Participates in service and staff meetings as required.
- Carries out administrative duties as required.
- Participates in the multidisciplinary care planning and clinical review processes as required.

Partnership Development

- Actively promote the integration of clients into mainstream community resources, including transition to mainstream healthcare and housing services where appropriate
- Actively participate with other health care services including St Vincent's Hospital Homeless Health, mental health and other services in the facilitation of cohesive and comprehensive healthcare-coordination.
- Participates in multidisciplinary care planning when required.

Education

- Maintain responsibility for personal and professional development by participating in training/education activities, and performance reviews/appraisals in order to continuously improve the level of service provided to clients.
- Attends/participates in regular in-service education directly related to clinical speciality(s).
- Accesses appropriate resources to enhance skills and knowledge.
- Maintains currency of CPR accreditation.

Quality Management & Research

- Maintains up to date knowledge, skills and practice within the risk management, safety and quality frameworks as applicable to MTHS/St Vincent de Paul Society to ensure the health and safety of staff, volunteers and clients.
- Participates in quality improvement and research activities, within the health clinic and MTHS.
- Participates in the clinical accreditation process action/service plan.
- Utilises evidenced-based practice in provision of care.
- Identifies practice areas requiring further research.

Professional Issues;

- Maintains registered nurse registration and professional standard of conduct.
- Demonstrates the use of advanced clinical skills and knowledge.
- Acts as a resource for the client, MTHS staff, volunteers, community, and health care team.
- Promotes evidenced-based practice through the implementation of research findings into clinical practice.
- Act as an appropriate and effective role model and promote a culture and supporting practices that reflect the organisational values through demonstrated behaviours and interactions with clients, volunteers and fellow employees
- Demonstrated ability to apply professional and ethical boundaries when dealing with complex situations.
- Conduct will reflect the ethos of the St Vincent de Paul Society
- Reports for duty punctually and give adequate notice of absenteeism.
- Recognises and acts responsibly in professional issues involving colleagues.

Work Health and Safety

- Maintain a safe and secure environment for clients, staff and volunteers.
- Complies with MTHS Work Health and Safety policies, procedures and safe work practices
- Promptly reports all incidents/injuries/hazards to their supervisor/line manager and completes an appropriate incident report.
- Ensures health and safety of self and does not put others at risk by own actions or omissions
- Attends mandatory WHS training.
- Uses equipment provided in a safe manner
- Utilises personal protective equipment appropriately

Essential Skills/Criteria

- Willingness to work within the ethos, policies and procedures of the St Vincent de Paul Society and the SVDP NSW Support Services
- Registered General Nurse with a minimum of 5 years clinical experience in a generalist setting.
- Current registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA)
- Capacity to communicate effectively both verbally and in writing with clients, staff, management and external agencies.
- Interest in and understanding of issues relating to homelessness.
- Demonstrated ability to work autonomously and as part of a multi-disciplinary team.
- Demonstrated capacity to work with people from diverse backgrounds including culturally diverse backgrounds.
- Basic computer skills and proven ability to use health information systems.

Desirable Skills/Criteria

- Experience in working with homeless services or community health services
- Experience in working in Emergency Nursing, the Alcohol and Other Drug sector and/or mental health.
- Current NSW Drivers Licence.

The St Vincent de Paul Society is an Equal Employment Opportunity Employer