Position Description

Position title:	Clinical Support Nurse Midwife – Women's Emergency Care
Department:	Clinical Education Program
Classification:	Registered Nurse Midwife Grade 3A (RN29)
Agreement:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024 – 2028)
Reporting to:	Lead Educator, Women's Health

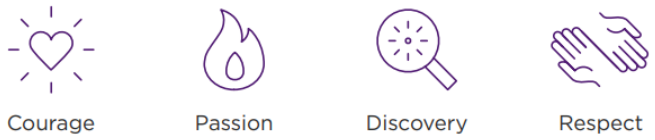
About us

Located in Melbourne on the traditional lands of the Wurundjeri people of the Kulin Nation, the Royal Women's Hospital is Australia's first and leading specialist hospital for women and newborns. We offer expertise in maternity services, neonatal care, gynaecology, assisted reproduction, women's health and cancer services. We advocate for women's health in areas that have long been overlooked or stigmatised, including abortion, endometriosis, family violence, female genital mutilation, menopause, women's mental health, sexual assault and substance use in pregnancy.

Our vision, values and declaration

The Women's vision, values and declaration reflect our promise to our patients and consumers, and articulate our culture and commitment to our community and each other.

Our vision is **'Creating healthier futures for women and babies'**. Our values are:



The Women's declaration reflects the principles and philosophies fundamental to our hospital, our people and our culture.

- **We are committed to the social model of health**
- **We care for women from all walks of life**
- **We recognise that sex and gender affect health and healthcare**
- **We are a voice for women's health**
- **We seek to achieve health equity**

Our commitment to inclusion

Women's is committed to creating and maintaining a diverse and inclusive environment which enhances staff and consumer wellbeing and nurtures a sense of belonging. We strongly encourage anyone identifying as Aboriginal and/or Torres Strait Islander to join us. We offer a range of programs and services to support First Nations employees. We invite people with disability to work with us, and we welcome anyone who identifies linguistically, culturally and/or gender diverse, people from the LGBTQIA+ community and people of any age.

About the department/unit

The Clinical Education Program supports the hospital to achieve its strategic directions by the provision of frameworks for the professional development of health professionals. The Clinical Education Program supports the growth and maintenance of the future nursing and midwifery workforce through coordination of the nursing and midwifery learner, graduate and specialty post-graduate programs. The Clinical Education Program further collaborates with other health professional groups to promote best practice clinical learning environments (BPCLE) across the organization. The Clinical Education Program promotes pathways for engagement and retention of Aboriginal and Torres Strait Islander Health Professional Learners and works with services to promote culturally safe environments for learning.

The Clinical Education Program promotes and supports contemporary professional practice within a collaborative framework, increasingly engaging a variety of self-directed and multi-media activities, which incorporate adult learning principles and meet organisational needs to have workforce of safe, reflective, competent health professionals. The program aims to work in collaboration with managers, team leaders, and other key stakeholders to increase participation in education and learning translation of research into action and reflective practice.

The Clinical Education Program plays a key role in ensuring that health professionals are competent / credentialed to perform their specified duties. The Program also plays a pivotal role in collecting, recording and analysing data from education and learning attendance and completion of records via CHRIS 21 in line with the Training and Development Procedure. As a team of professionals, the Clinical Education team are early adopters, self-starters, innovators and change leaders. The team engages with precinct, network, and rural and regional partners and Education Providers to lead professional practice and build workforce capability and capacity across the sector.

The Clinical Education Program promotes the Best Practice Clinical Learning Environments (BPCLE) framework.

The Best Practice Clinical Learning Environment (BPCLE) Framework is based on four principles:

1. Patient care is both an integral component and the ultimate measure of quality clinical education.
2. Learning in clinical environments is an essential component of training health professionals.
3. Registration and/or accreditation standards set down by professional bodies are the appropriate mechanism for ensuring that clinical education arrangements meet minimum standards for educational or training outcomes.
4. Many different models of clinical education and training exist and successfully produce clinicians of required competency and standards.

The BPCLE Framework is comprised of six elements that are the essential underpinnings for a quality clinical learning environment, namely:

1. An organisational culture that values learning
2. Best practice clinical practice
3. A positive learning environment

4. A supportive health service-training provider relationship
5. Effective communication processes
6. Appropriate resources and facilities

Department/Unit Specific Overview – Women's Emergency Care (WEC)

The Women's Emergency Care (WEC) department provides emergency assessment and management of acute presentations to the Women's. Our focus is on the specialist health needs of women and includes acute obstetrics, gynaecology, and women's cancer care. We also provide assessment of neonates.

Women's Emergency Care provides direct primary clinical care for women with acute obstetric and gynaecological problems and newborns with a range of neonatal conditions. We are a patient-centered department with our focus on the clinical wellbeing of our patients whilst recognizing and supporting the other aspects of care, e.g. psychological, psychosocial, social and socioeconomic. This requires extensive liaison and co-ordination with varying departments within the hospital such as social work, Centre against sexual assault (CASA) and mental health.

The Women's Emergency Care Service provides the following services:

- Acute presentations of a general nature including anaphylaxis, pneumonia, chest pain abdominal pain or asthma
- Mental health
- Domestic violence
- Acute presentations of Premature labour and birth /SROM / Trauma
- Immediate assessment and intervention for women with conditions relating specifically to Maternity and Women's Health. For example, assessment of bleeding in early pregnancy, pelvic pain, breast conditions, emergency contraception, and abnormal vaginal bleeding
- Gynaecological care of women across the spectrum of age
- Sexual Assault support services to CASA providing clinical support (medical and / or nursing / midwifery)

We manage over 28,000 presentations annually and provide a range of assessment services within the department, including emergency care, maternity assessment centre and early pregnancy assessment service.

The department is staffed by a mix of Registered Midwives and Nurses, Emergency and O&G specialists and Medical officers. The collaboration of these groups is key to the delivery of emergency care.

Position purpose

The Clinical Support Midwife /Nurse (CSMN) - WEC will work to create an engaged and reflective learning organisation.

The Clinical Support Midwife/Nurse is a direct clinical support role and is accountable to the Lead Educator Women's Health for efficient, effective and well-planned delivery of clinical support to WEC at the Women's thereby contributing to the strategic plan of the organization by:

- Facilitating clinical learning, guiding, supporting and evaluating all midwives/nurses in the WEC team including but not limited to new graduates and new staff
- Clinical support and delivery insitu - learning support and development of our future workforce
- Supporting the competency requirements of our nursing and midwifery workforce as outlined in the credentialing scope of clinical practice nurses and midwives guideline
- Assists in the visionary strategic and operational service planning in line with the hospital's strategic direction and annual Statement of Priorities
- Actively supports priority placements for Aboriginal and Torres Strait Islander learners and team members and role models cultural safety
- Role-modelling the creation of environments that promote exceptional patient experiences

The Clinical Support Midwife/Nurse plays a key role in assisting learners, new staff and all team members to integrate theoretical learning into the clinical setting. The Clinical Support Midwife acts as facilitator of clinical learning and role model in facilitating learning and professional development.

The Clinical Support Midwife/Nurse will promote a culture that embraces best practice; monitors innovation and emerging trends in clinical support, promotes a hospital-wide, inclusive approach and introduces appropriate changes to practice in collaboration with other members of the hospital team. The Clinical Support Midwife will act as a role model in creating positive environments for learners across all spectrums within BPCLE guidelines. They will also actively seek opportunities for innovative models of clinical learning.

In carrying out this responsibility the Clinical Support Midwife/Nurse will undertake the following:

Key responsibilities

Strategic Management

- Promote, through participation and consultation, an inclusive relationship with all stakeholders within the Women's and externally
- Lead in the creation and maintenance of an environment where clinical learning and positive learning environments are valued

- Support's initiatives to promote the competency of nurses and midwives within scope of practice, including mandatory competencies outlined in the credentialing, scope of clinical practice for nurses and midwives practice guideline
- Participate in relevant Clinical Education Team, The Women's, and partner university planning events to develop a framework to deliver appropriate and innovative strategy for learning support
- Participate in and promote the Women's priority placement programs for Aboriginal learners including role modelling cultural safety

Financial Management

- Contribute ideas for entrepreneurial expansion and support of the learner programs and retention post completion at The Women's
- Utilise supplies and other resources at the Women's in line with budgetary requirements
- Contribute to the Clinical Education Program's provision of professional development activities as negotiated/requested

Operational Management

- Maintain communication with and between other clinical education team members, learners, designated department liaison person and the women's managers/team leaders.
- Ensure provision of high quality clinical supervision and support services through direct and constant clinical contact, effective communication and liaison with the learners, coordinators and management of the relevant clinical areas
- Act as a professional and clinical role model for learners
- Facilitate learner learning according to individual and set learning objectives
- Conduct regular clinical conference/debriefing during the clinical day and evaluate learning outcomes
- Promote the understanding and respect of cultural diversity and the social model of care
- Ensure support is available to learners through the provision of contact details during working hours
- Ensure learners are orientated to the Women's and learning experiences are planned and evaluated. Continuously improve orientation frameworks
- Promote and foster evidence based women and family centred care
- Promptly notify the unit coordinator/Manager/Unit- Manager of learner or CSMN absence.
- Communicate directly with the designated educator any concerns with learner performance, learner attendance or learner well-being
- Participate in the Women's clinical support initiatives such as practical competency assessments, simulation and other events as required.

- Ensure learners are competent, confident and in compliance with The Women's Infection Control (IPC) protocols and the utilisation of Personal Protective Equipment (PPE)

Human Resource Management

- Create positive environments for learners and act as an effective role model of clinical excellence for learners and staff within the organization
- Assess, evaluate and report BPCLE satisfaction surveys. Actively investigate mechanisms to enhance learner placements, staff perceptions of learner contributions and retention rate of completing learners
- Participate in the Women's BPCLE initiatives
- Develop and foster cooperative relationships and appropriate consultative mechanisms with learners and all staff groups and their representatives
- Participate in performance review and development programs as required at the individual work and department level.
- Determine whether a learner is making satisfactory progress according to the specific clinical assessment tools and performance management plans
- Report concerns regarding satisfactory progress promptly
- Complete on-going evaluations of each individual learner's clinical practice using the assessment tools supplied.
- Attend scheduled evaluation meetings when individual learner matters and clinical practicum issues are discussed.
- Attend scheduled team meetings.
- Provide written and verbal feedback to the learners on a regular basis.
- Provide remedial strength-based coaching/ learning strategies where necessary to facilitate improved learner performance.
- For pre-registration learners - prepare a written performance appraisal of each learner's clinical performance in accordance with the specific clinical assessment tools provided by each partner university

Safe Practice and Environment

- Ensure a safe, healthy and enjoyable environment for all patients, learners, visitors and staff by working in accordance with legislation, organisational policies and procedures, including Occupational Health and Safety, Equal Employment Opportunity, Infection Control and Confidentiality guidelines.
- Provide appropriate orientation (or re-orientation) for learners at the commencement of placement (including EMR orientation)
- Role model cultural safety.

Information Management

- Use information technology (e.g. Placeright, email, Microsoft Suite) effectively to administer, promote and improve ongoing operations within the Clinical Education Program and between partner universities.
- Be skilled and current with the clinical utilization of EPIC EMR

Key Performance Indicators (KPI's)

KPI's are how you will be measured as meeting the responsibilities of the position. These will be set with you as part of your Performance Development Plan within the first six months of your appointment to the position.

Key selection criteria

Experience/qualifications/attributes

Essential:

- Current AHPRA registration as a Registered Midwife and Registered Nurse
- Recent advanced and extensive skills in emergency care
- Current (within the last twelve months) RANZCOG FSEP accreditation as a Level 3 Practitioner
- Demonstrated ability to create positive learning environments for learners at all levels
- Coordination and organizational skills
- Demonstrated ability to initiate, implement, monitor and review projects on time, within budget, and within a continuous quality improvement framework
- Demonstrated understanding of current evidence-based midwifery practices
- Commitment to a multidisciplinary team approach and values/supports collaboration by a wide range of professionals
- Values consultation, collaboration and joint decision-making
- Understands the impact of social determinants on health and well-being
- Acts as a role model for evidence-based practice
- Demonstrated ability to work independently and as part of a team
- Demonstrated ability to act as a role model for cultural safety under the Clinical Education Program's priority placement framework for Aboriginal and Torres Strait Islander learners and team members
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- Willingness to acquire knowledge and skills that responds to changing operational requirements and enhances ability to perform in the CSM/N role

Desirable:

- Post-graduate qualification in clinical supervision, education and training and/or post-graduate qualifications in midwifery or education/facilitation or working towards
- Previous clinical support experience in a tertiary health setting
- Completed a Preceptor/Clinical Supervision program within last five (5) years
- Completed Cultural Safety Training within the last five (5) years

- Current Adult Basic Life Support, Neoresus First Response® and Smart Move facilitator

Organisational relationships

Internal relationships

- Clinical Education Program
- Department Managers/Team leaders
- Patients, partners, and family members using the unit
- Other Clinical Support Midwives / Nurses
- Multidisciplinary teams
- Other department staff members

External relationships

- Relevant external organisations
- Other healthcare providers

Inherent requirements

Inherent requirements are the essential tasks and activities that must be carried out in order to perform this role, including with adjustments. The Women's is committed to providing workplace adjustments that support all people to work with us. We welcome you to discuss any adjustments with the manager of this role during the recruitment process or at any time during your employment, as we acknowledge and understand circumstances can change. You can also request a copy of our workplace adjustments procedure for more information.

Physical demands	Frequency
Shift work – rotation of shifts – day, afternoon and night	occasional
Sitting – remaining in a seated position to complete tasks	occasional
Standing- remaining standing without moving about to perform tasks	Prolonged/constant
Walking – floor type even, vinyl, carpet,	Prolonged/constant
Lean forward/forward flexion from waist to complete tasks	Prolonged/constant
Trunk twisting – turning from the waist to complete tasks	Prolonged/constant
Kneeling – remaining in a kneeling position to complete tasks	Prolonged/constant
Squatting/crouching – adopting these postures to complete tasks	Prolonged/constant
Leg/foot movement to operate equipment	occasional
Climbing stairs/ladders – ascending and descending stairs, ladders, steps	Prolonged/constant

Lifting/carrying – light lifting and carrying less than 5 kilos	Occasional – within SMSL guidelines
– Moderate lifting and carrying 5 – 10 kilos	Occasional- within SMSL guidelines
– Heavy lifting and carrying – 10 – 20 kilos.	Occasional- withinSMSL guidelines
Push/pull of equipment/furniture – light push/pull forces less than 10 kg	Occasional- withinSMSL guidelines
– moderate push / pull forces 10 – 20 kg	Occasional- withinSMSL guidelines
– heavy push / pull forces over 20 kg	Occasional- withinSMSL guidelines
Reaching – arm fully extended forward or raised above shoulder	Occasional
Head/neck postures – holding head in a position other than neutral (facing forward)	Frequent
Sequential repetitive actions in short period of time	
– Repetitive flexion and extension of hands wrists and arms	Occasional
– Gripping, holding, twisting, clasping with fingers/hands	Occasional
Driving – operating any motor-powered vehicle with a valid Victorian driver's license.	Rare
Screen based work – using computer, keyboard and mouse	Frequent
Sensory demands	**Frequency**
Sight – use of sight is integral to most tasks completed each shift	Prolonged / constant
Hearing – use of hearing is an integral part of work performance	Prolonged / constant
Touch – use of touch is integral to most tasks completed each shift	Prolonged / constant
Psychosocial demands	**Frequency**
Observation skills – assessing/reviewing patients in/outpatients	Prolonged / constant
Problem solving issues associated with clinical and non-clinical care	Prolonged / constant
Working with distressed people and families	Prolonged / constant
Dealing with aggressive and uncooperative people	Prolonged / constant
Dealing with unpredictable behaviour	Prolonged / constant
Job demands – high workload, tight deadlines, and competing priorities	Prolonged / constant
Exposure to traumatic or distressing content or situations – including handling sensitive information arising from patient records, patient care activities, incident reports, adverse events, or investigations of adverse events.	Prolonged / constant
Role specific considerations Support is available for staff exposed to psychological risks. Any adjustments that may be required can be discussed with your manager.	Prolonged / constant

Definitions used to quantify frequency of tasks/demands as above	
Prolonged/constant	70 – 100 % of time in the position
Frequent	31 – 69 % of time in the position
Occasional	16 – 30% of time in the position
Rare	1 – 15% of time in the position
Not applicable	0% of time in the position

Employee awareness and responsibilities

- Employees are required to be aware of, and work in accordance with, hospital policies and procedures.
- Employees are required to identify and report incidents, potential for error and near misses, to improve knowledge systems and processes and create a safe environment for staff and patients.

- Employees agree to provide evidence of a valid employment Working with Children Check and provide complete details for the Women's to undertake a Nationally Coordinated Criminal History Check (NCCHC).
- Our vision is a future free from violence and discrimination in which healthy, respectful relationships are the norm. The Women's expects all staff to contribute to a culture that promotes and supports diversity, equity, respect and inclusion.
- The Women's provides pregnancy termination services as part of its public health responsibility to provide safe health care to women.
- We are committed to the safety, wellbeing and empowerment of all children and young people. We prioritise an environment where children are protected and heard. We commit to safeguarding the social and emotional wellbeing of First Nations children, understanding that their connection to country, culture, kin and community is critical to their safety.

Vaccination requirements

As this role has direct physical contact with patients and clinical environments, employees are required to be vaccinated against or demonstrate immunity to influenza, COVID-19, whooping cough (pertussis), hepatitis B, chicken pox, MMR (measles, mumps, rubella) and may include hepatitis A, and complete screening for tuberculosis.

Employment with the Women's is conditional upon the provision of satisfactory evidence of vaccination and/or screening, and we may withdraw an offer of employment if the required evidence is not provided at least five business days prior to the intended start date.

Declaration

By accepting this position description electronically I confirm I have read, understood and agreed to abide by the responsibilities and accountabilities outlined.

Developed date:

Developed by:

Date of next review: (12 months from now)