



Central Australian Aboriginal Congress
Aboriginal Corporation
Position Description

Equity and Social Justice • Respect • Recognition • Resourceful • Responsibility • Relationships



Position:	ARF/RhD Clinical Nurse (PN171)
Division:	Public Health
Section:	CQI
Salary Level:	Nurse 3.1-3.3 /AHP 3.1-3.3
Position Reports to:	Position reports to ARF/RhD Program Coordinator
Location:	Alice Springs (site as directed)
Last Review:	September 2023

Role Description

The ARF/RhD Clinical Nurse will support Congress to increase Congress workforce capacity to implement ARF and RHD strategies that are culturally responsive, evidence-based and sustainable; Develop/embed standardised processes for ARF/RHD management including staff training, prevention activities, clinical care, data collection, monitoring and evaluation; Prevent new cases of ARF/RHD; Increase the number of Aboriginal people assessed for ARF/RHD; Improve adherence to secondary prophylaxis and improve care coordination of people living with RHD. There is a large clinical component to this role.

Team Description

Congress' Continuous Quality Improvement (CQI) team consists of a broad range of clinical and technical staff to provide ongoing support to Congress health services for standardising specific processes, continuously measuring performance, identifying areas requiring improvement and facilitating implementation to assure ongoing service improvement across all Congress programs.

Congress provides a comprehensive primary health care service to Aboriginal people in Alice Springs and nearby remote communities. Further information is available at www.caac.org.au.

Responsibilities

<p>MAIN DUTIES</p> <p>(This is not a comprehensive list of all duties required of the position)</p>	<ul style="list-style-type: none"> • Provide staff training <ul style="list-style-type: none"> • Ongoing clinical staff training in skin/throats infections, ARF and RHD • Ongoing RHD portfolio management • Encourage and support all clinical staff to complete online RHD Australia modules • Provide advice and education to patients/community at risk and/or with ARF/RHD • Distribution of hygiene packs to high-risk people, record distribution and maintain supply • Identify and support ARF/RHD champion at each site <ul style="list-style-type: none"> • Update monthly BLA recall list, generate list as required • Administer monthly BLA as required and ensure entered into Communicare • Liaise and support clinical staff in regards to completing monthly BLA recalls • Enter patient information into NT RHD register • Coordination of RHD patient care • Prepare care plans for each client
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	<ul style="list-style-type: none"> • Provide case management as required <ul style="list-style-type: none"> • Liaise with clinical staff in regards to ongoing management of patients with RHD. This includes generating recall lists and liaising with Medical Officers, Nurses, Aboriginal Health Practitioners and relevant specialist program staff prior to and following the specialist visit • Support patient to attend specialist services – e.g. advise patient of the visits, locate patients during the visit and providing general logistical support. • Liaise with NT RHD program as required • Ensure all correspondence and data from the specialist visits is entered into Communicare • Provide care to complex and hard to reach clients • Attend monthly NACCHO community of practice meetings • Conduct audits as directed by ARF/RHD program coordinator • Provide program reports to the ARF/RHD Program Coordinator as and when required. • Remote travel to Congress sites each month as required • Undertake other duties (and training) that are safe, legal, logical and responsible while being within the limits of employee’s skill, competence and training, consistent with the position classification.
WORK ORGANISATION (Planning and coordination)	<ul style="list-style-type: none"> • Minimal level of supervision with high level self-organisation required • Role supports work of other team members • An understanding that from time to time, there may be a requirement for deployment to other Congress Clinics • Be an active team member and support a service based work culture showing commitment to the organisation’s strategy, mission, vision and values outlined by the board. • Take all reasonable steps to support the employment, professional development and promotion of Aboriginal people across all parts of Congress.
WORK HEALTH AND SAFETY	<ul style="list-style-type: none"> • Take reasonable care for your own health and safety and for the health and safety of anyone else who may be affected by your acts and omissions in the workplace. • Work in accordance with Congress’ WHS policy, the WHS Act, Regulations and Code of Practices. • Ensure WHS non-conformances or incidents/injuries are notified.
VALUES AND BEHAVIOURS	<ul style="list-style-type: none"> • Conduct all work in line with Congress values which are: Cultural Integrity, Equity and Social Justice, Respect and Empathy, Recognition, Resourceful, Responsibility, Relationships. • Apply the cultural framework and adhere to community specific protocols in all aspects of work with Congress. • Apply strict confidentiality practices and guidelines to all patient, client, personal and commercially sensitive information.

Person Requirements (Qualifications & Attributes)

ESSENTIAL

1. Registered as a health professional with the relevant board
2. Demonstrated, highly developed clinical skills, knowledge and experience particularly in the area of Aboriginal primary health care
3. Demonstrated recent clinical experience working in rural/remote health care setting with a particular focus on Aboriginal health and/or Rheumatic Heart Disease

4. Highly developed ability to work effectively in a small multidisciplinary team and independently utilising time management skills to meet deadlines
5. Experience in developing and maintaining effective networks, alliances and relationships with families, individuals, communities and health sector organisations
6. Demonstrated ability to effectively develop, deliver, evaluate and report on projects and programs
7. Willingness, ability and appropriate levels of health and fitness to travel to and work from remote locations.

DESIRABLE

1. Post graduate qualification in Public Health or related field
2. Is of Aboriginal descent; identifies as an Aboriginal person; and is accepted as an Aboriginal person by the Aboriginal community

Appointment Conditions

- Employment with Congress is conditional on the employee providing NT Working with Children Check (Ochre Card), Satisfactory Criminal History Check.
- Employee interaction with residents within communities will be taken into account as part of the final performance assessment during the probation period.
- Persons being considered for a position with Congress may be required to undergo a pre-employment medical examination and drug screen to determine fitness to perform nominated duties.
- This position is only open to Aboriginal applicants. The filling of this position is intended to constitute a special measure under section 8(1) of the Racial Discrimination Act 1975 (Cth), and s 57 of the Anti-Discrimination Act 1996 (NT)

Position Description Authorised by:  September 2023

GENERAL MANAGER

ACKNOWLEDGEMENT

I have received a copy of the Position Description and have read and understand its contents.

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Employee Name	Signature	Date
_____	_____	_____
Supervisor Name	Signature	Date