

Job Description

Community Mental Health Nurse

Community Mental Health and Addictions Services

Position Title:	Community Mental Health Nurse
Organisation Unit:	Mental Health and Addictions Services (MHAS)
Location:	Whangarei, Te Whatu Ora – Health New Zealand Te Tai Tokerau, Northland
Responsible to:	Clinical Team Manager, Mental Health and Addictions Services, Te Whatu Ora Te Tai Tokerau
Primary Functions of the Position:	<ul style="list-style-type: none"> • Responsible for a caseload • Utilise professional knowledge and skill to provide a holistic approach to mental health and addiction nursing care that is safe, of the highest quality possible and in accordance with: <ul style="list-style-type: none"> • Te Whatu Ora policies • Registered Nurse Scope of Practice • Nursing Practice Standards • Nursing Council of NZ Registered Nurse competencies • Nursing Council code of conduct • Provide nursing care in consultation and partnership with the patient/client/family/whānau, where the rights and needs of all people are acknowledged within the context of Te Tiriti o Waitangi • Maintain and enhance the professional standards of nursing and contribute to further development of nursing within the service • Participate as an effective member of the wider organisation • Ensure there is an integrated approach with supporting people in the Tumanako Inpatient Unit

Functional Relationships

The Community Mental Health Nurse will develop and maintain excellent relationships with:

Internal	External
<ul style="list-style-type: none"> • General Manager/Operations Manager • Clinical Head of Department • Multidisciplinary teams • Medical staff • AoD • Consumer and Family Leaders • Professional Leaders – Nursing/Social Work/Psychology/Consumer Advocate • CSW Coordinator Te Kokonga Hauora (SAU) Patients and their families/ whānau 	<ul style="list-style-type: none"> • NGOs • Primary health care providers, including GPs • Tertiary education providers • NZ Nursing Council • Professional bodies and associations • Health and social support agencies • Statutory agencies – NZ police, CYFS, District Courts

Key Responsibilities and Expected Outcomes

Te Whatu Ora Te Tai Tokerau has established a set of values by which the organisation will respond, in part, to achieving its goals and objectives through their workforce. The following Values and supporting statements are expected behaviours of each individual employed with Te Whatu Ora Te Tai Tokerau:

Values	Supporting Statement
Tāngata i te tuatahi People First	He whakapapa, he mokopuna, he tamariki, he mātua, he tūpuna. He aha te mea nui. He tāngata, he tāngata, he tāngata Our people are central to all we do
Whakaute (tuku mana) Respect	He whakaaro nui ki ētahi atu We treat others as they would like to be treated
Manaaki Caring	Ko te manaaki – he whāngai, he kākahu, he ropiropi. Akona e te whānau whānui We nurture those around us, and treat all with dignity and compassion
Whakawhitiwhiti Kōrero Communication	Whakawhitiwhiti kōrero i runga te tika, te pono me te aroha We communicate openly, safely and with respect to promote clear understanding
Te Hiranga Excellence	Kia kaha, kia māia, kia manawa nui Our attitude of excellence inspires confidence and innovation

The position of Community Mental Health Nurse encompasses the following major functions or key result areas:

- Te Tiriti o Waitangi
- Mental Health Nursing Practice
- Continuous Quality Improvement
- Professional Development
- Communication and Teamwork
- Health and Safety
- Privacy & Confidentiality

The outcome requirements of the above key responsibility areas are outlined below:

Key Responsibility Area	Expected Outcomes
Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Contribute to the promotion of the articles and principles of Te Tiriti o Waitangi and the involvement of Māori within the decision-making process for their health and independence, within Te Whatu Ora Te Tai Tokerau management processes and procedures • Include the articles and principles of Te Tiriti o Waitangi within all aspects of the role and its outcomes • Ensure that consultation and engagement processes include appropriate mechanisms to meet the need of Māori in a culturally appropriate and safe manner • Attend the Te Whatu Ora Te Tai Tokerau Te Tiriti o Waitangi Training
Mental Health Nursing Practice	<ul style="list-style-type: none"> • A clinical caseload is effectively and responsibly managed, utilising professional skills and competencies to the maximum potential, based on the model within the multidisciplinary team environment • Assessment, planning and evaluation is carried out within agreed timeframes, complements or is part of, the Coordinated Recovery/Treatment Plan, is documented clearly and meets the standards required by Mental Health and Addictions Services • All clinical work utilises principles of collaborative treatment planning and demonstrates maximum use of opportunities for client/family participation and empowerment, cultural sensitivity and respect for the rights of clients and staff. Nursing care will focus on client recovery and promotion of the client living in as independent a manner as possible in the community • Nursing care provided meets established criteria for safety, including cultural safety and accepted standards of nursing practice • Provides urgent and crisis support to clients on own caseload, and when necessary acts in their capacity as a Duly Authorised Officer • Appropriate referrals are made in an effective and timely manner in consultation with clients and their family/whānau when their needs indicate involvement with other services would be appropriate • Nursing care provided shows evidence of a sound theoretical base for practice, the use of reflective processes and the formation of partnerships with clients, especially when discharge planning • Effective and regular communication is established and maintained with nursing colleagues and other members of the multidisciplinary team(s) across the continuum of care for the client • All documentation is completed concisely, accurately and objectively in accordance with organisational/professional standards • HONOS and recovery and relapse plans are completed accurately and on time

Key Responsibility Area	Expected Outcomes
	<ul style="list-style-type: none"> • Clinical performance is reflected in the data required by the service and, including national mental health key performance indicators
Continuous Quality Improvement	<ul style="list-style-type: none"> • Understands and complies with relevant legislation governing practice, legal mandates and responsibilities, professional standards of practice (competencies), clients' rights and confidentiality • Attends meetings which relate to the improvement of service quality, communication and the care of clients on their caseload • Demonstrates a commitment to quality improvements, risk management and resource utilisation by: <ul style="list-style-type: none"> – Participating in the development of strategic and operational plans – Contributing to projects that enhance the clinical implementation of evidence-based practice – Acting to identify and minimise risk to the EIP client and organisation – Complying with systems that assist with the identification of, and corrective action, due to accidents, incidents, and complaints from clients, families, public and/or staff • Contributes to reviews of data integrity and to quality improvement strategies, including the national mental health key performance indicators
Professional Development	<p>In consultation with the Clinical Team Manager, knowledge and skills development is ongoing and up-to-date with current trends:</p> <ul style="list-style-type: none"> • Develop and maintain personal professional practice in accordance with professional standards, best practice, legislative requirements, policies and guidelines. • Ensure competencies are up-to-date and reviewed as required by protocols and policies of Te Whatu Ora. • Adopt a collaborative and inclusive approach with junior colleagues and other members of the multidisciplinary team. • Regularly meet, individually or in groups, with the Clinical Supervisor, Clinical Team Manager and /or Senior Nurse to discuss professional and practice issues, improvements or concerns. • Seek additional knowledge/assistance when presented with unfamiliar situations/patient conditions. • Provide education, guidance and support to junior nurses, and student nurses to practice in the most autonomous and accountable manner given their level of skill and experience. • Participate in the performance appraisal process which will involve the formulation of a personal work development plan, which will be revised annually. • Incorporate the nursing philosophy of the service within own practice • Participate in education sessions / courses relevant to area of clinical practice

Key Responsibility Area	Expected Outcomes
	<ul style="list-style-type: none"> Participate in courses relevant to professional development and actively share new knowledge gained with nursing colleagues/MDT Provide feedback in a constructive manner Seek feedback from colleagues on own practice
Communication and Teamwork	<ul style="list-style-type: none"> Participate in the development and delivery of culturally / ethically acceptable services. Participate in the multidisciplinary team by actively fostering harmonious relationships and ensuring the maintenance of effective channels of communication with all relevant persons or groups. Ensure that student nurses and new staff members are appropriately supported at all times, including participation in a buddy/preceptor system within the Team. Attend and contribute to team meetings i.e. clinical, debriefing sessions, in-service education, quality improvement, occupational health and safety, etc. Demonstrate an ability to work effectively with the multi-disciplinary team and other health care providers/NGO's Provide constructive support to members of the multi-disciplinary team
Health & Safety	<ul style="list-style-type: none"> Observe and promote safe work practices, rules and instructions relating to work, and be pro-active in hazard management Willingly co-operate in the achievement of all health and safety goals and initiatives by: <ul style="list-style-type: none"> Practicing and observing safe work methods; The use of safety equipment; Reporting unsafe conditions or equipment; and Reporting and documenting all accidents or incidents
Privacy and Confidentiality	<ul style="list-style-type: none"> Undertake all duties and responsibilities in accordance with the Privacy Act 2020, Health Information Privacy Code 2020, and Privacy Policies and Procedures of Te Whatu Ora Te Tai Tokerau Complete mandatory induction training on Privacy responsibilities

Variation of Duties

Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities may be amended from time to time, in consultation with the employee, to meet any changing conditions and service requirements.

Person Specification

Education and Qualifications

Essential	Desirable
<ul style="list-style-type: none"> Registered comprehensive nurse or registered psychiatric nurse. 	<ul style="list-style-type: none"> Post-graduate qualifications in Mental Health and Addictions

<ul style="list-style-type: none"> • Annual Practicing certificate • Current Full Drivers License 	<ul style="list-style-type: none"> • Evidence of ongoing professional development/activity
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Experience

Essential	Desirable
<ul style="list-style-type: none"> • Experience in acute and community mental health nursing practice • Knowledge and / or experience working with people who have coexisting mental health and substance use problems, and their whānau 	<ul style="list-style-type: none"> • Experience working with Māori whānau and groups • Demonstrated understanding of tikanga and Te Reo Māori

Awareness and Understanding of

Essential	Desirable
<ul style="list-style-type: none"> • Te Tiriti o Waitangi and its application to the health setting • Privacy Act (2020) and Health Information Privacy Code (2020) • Health and Safety at Work Act 2015 • Health and Disability Commissioner (Code of Health and Disability Services Consumers' Rights) Regulations (1996) 	<ul style="list-style-type: none"> • New Zealand Council of Healthcare Standards

Skills & Personal Attributes

Skills
<ul style="list-style-type: none"> • To have knowledge of the protocol of Te Tai Tokerau Tikanga. • Understanding of the dynamics of whānaungatanga. • To have an awareness of current trends and evidence based practice in nursing • To have people orientated interests • Demonstrated leadership skills • Computer operation • Advanced written and language skills • Sound knowledge of best practice in nursing • The ability to reflect on practice • To be a proactive and positive team member

Personal Attributes
<ul style="list-style-type: none"> • Ability to work within a multidisciplinary team • Good communication skills • Demonstrated ability to practice in a culturally safe manner • Self-motivated • Non-judgmental • Reliable • Open, engaging and clear communication style

Performance Development Review

An initial review of performance will be conducted after three months, with an annual review thereafter.

An individual Development Plan will be developed to reflect the contribution this position is expected to make towards achieving the team's objectives and measures. Key result areas will be developed and agreed at this time.

Authorised by: _____

Signature: _____

Date: _____

Acceptance

Acceptance of the position implies acceptance of this position description.

Position Title: _____

Signature of
employee: _____

Date: _____