



Job Description

POSTION TITLE:	Nurse Prescriber
RESPONSIBLE TO:	Clinical Service Manager (CSM)
DELEGATIONS:	Direct reports: No Budget responsibility: No
SCOPE OF PRACTICE:	Registered Nurse with Authorisation to prescribe within primary health and specialty teams

PRIMARY OBJECTIVE

To provide safe nursing care in line with the Nursing Council of New Zealand (NCNZ) (2007) Competencies for the Registered Nurse, with the aim of reducing health inequalities, creating a sustainable, culturally competent health model, achieving improvement in population health and chronic care management.

Gonville Health is committed to reducing health inequity for Māori and aims to provide a service where Māori feel safe, that they feel connected to, where they are able to determine their own needs and those of their whānau, and that they value. The tasks described within this job description will be completed within a values based framework:

Aroha

The value of love, respect and empathy, demonstrating compassionate and non-judgmental relationships. Interlinked with Rangimarie – humility, maintain composure, peace, accountability and responsibility, and Mauri – life's essence and balance.

Kotahitanga

The value of unity and vision sharing where trust and collaboration is demonstrated. Interlinked with Whānaungatanga – spiritual wellness, relationships, beliefs, knowing who you are and what to do, and Mana tangata – dignity, respect, protections, safety and acceptance.

Manaakitanga

The value of respect, support and caring where doing our best for others is demonstrated. Interlinked with Kiatiakitanga – protection, maintaining values and taking care of people and things; and Tikanga Māori – guiding protocol and principles of how we do things.

Tino Rangatiratanga

The value of self-determination where empowerment and individual/whānau choice is demonstrated. Interlinked with Wairuatanga - spiritual wellness, relationships, beliefs, and Whakapapa – whānau centered approach which achieve equity in health outcomes for Māori.

NURSE PRESCRIBER PURPOSE

Provide and maintain a high standard of nursing care for patients and whānau that meet both their needs and the clinical expectations. The duties will include all tasks normally undertaken by an experienced registered nurse and in addition, will include managing long term conditions and acute presentations, recommending appropriate treatment plans and options, and prescribing appropriate medications in line with NCNZ Competencies for nurse prescribers. These duties will take place in a supportive and collaborative team environment within a culture of trust and openness.

Clinical Practice

- Assist with the organisation and coordination of the provision of nursing services for the practice.
- Provide nursing treatment to patients in participation with general practitioners or independently agreed to protocols, including cervical smears.
- Provide general and specific health screening to the practice patients (within the agreed protocols) with referral to general practitioners as necessary.
- Be competent in the administration of childhood immunisation and travel vaccination.
- Be competent and confident in managing people with long-term health conditions.
- Assess, diagnose, plan, implement and evaluate treatment/interventions and care for patients presenting with an undifferentiated diagnosis.
- Assess, diagnosis, plan, implement and evaluate interventions/treatments for patients with complex needs Proactively identify, diagnose and manage treatment plans for patients at risk of developing a long-term condition (as appropriate).
- Diagnose and manage both acute and chronic conditions, integrating both drug- and nondrug-based treatment methods into a management plan.
- Prescribe and review medication for therapeutic effectiveness, appropriate to patient needs and in accordance with the evidence-based practice and national and practice protocols, and within the scope of practice.
- Work with patients in order to support compliance with and adherence to prescribed treatments Provide information and advice on prescribed or over-the-counter medication on medication regimens, side-effects and interactions.
- Prioritise health problems and intervene appropriately to assist the patient in complex, urgent or emergency situations, including the initiation of effective emergency care.
- Support patients to adopt health promotion strategies that promote healthy lifestyles and apply principles of self-care.
- Implement and participate in vaccination and immunisation programmes for both adults and children.
- Meet the needs of patients presenting for opportunistic wound care.
- Utilise and demonstrate sensitive communication styles, to ensure patients are fully informed and consent to treatment.

Delivering a quality service

- Recognise and work within own competence and professional code of conduct as regulated by the NCNZ Produce accurate, and complete records of patient consultation, consistent with legislation, policies and procedures.
- Prioritise, organise and manage own workload in a manner that maintains and promotes quality.
- Deliver care according to NCNZ guidelines and evidence-based care.
- In partnership with other clinical teams, collaborate on improving the quality of health care responding to local and national policies and initiatives as appropriate.
- Evaluate patients' response to healthcare provision and the effectiveness of care.
- Support and participate in shared learning across the practice and wider organisation.

Administrative and professional responsibilities

- Participate in the administrative and professional responsibilities of the practice team.
- Take responsibility for own learning and performance including participating in clinical supervision and acting as a positive role model.
- Support staff development in order to maximise potential.
- Actively promote the workplace as a learning environment, encouraging everyone to learn from each other and from external good practice.
- Take a lead role in planning and implementing changes in the area of care and responsibility.
- Contribute to the development of local guidelines, protocols and standards.
- Create clear referral mechanisms to meet patient need.
- Prioritise own workload and ensure effective time-management strategies are embedded within the culture of the team.
- Work effectively with others to clearly define values, direction and policies impacting upon care delivery.
- Discuss, highlight and work with the team to create opportunities to improve patient care.
- Ensure accurate notes of all consultations and treatments are recorded adequately on the computer.
- Ensure acute completion of all necessary documentation associated with the patient healthcare and registration of the practice.
- Ensure collection and maintenance of statistical information required for regular and ad hoc reports.
- Assist in the formulation of practical philosophy, strategy and policy.
- Maintain a notice board in the waiting area designated for patient healthcare education.

Professional Development

- Maintain continuing education by attendance at courses and study days as deemed useful or necessary for professional development.
- Disseminate learning and information gained by other team members in order to share good practice and inform others about current and future developments (e.g. courses and conferences).
- Assess own learning needs and undertake to learn as appropriate.
- Provide an educational role to patients, carers, families and colleagues in an environment that facilitates learning.

General Responsibilities of Nurse Prescriber

- Staff must behave in a professional and discreet manner at all times.
- Patient and professional confidentiality is of prime importance. Any breach of confidentiality can result in immediate suspension/dismissal.
- Appropriate attire must be worn at all times in line with practice policy.
- Full details of conditions of employment are shown in the contract of employment.

Hours of work

- To be confirmed

RELATIONSHIPS:

Internal

Clinical Service Manager
Clinical Director
General Practitioners
Nurse Practitioners
Prescribing Pharmacist
Registered Nurses
Kaiāwhina
Health Improvement Practitioners
Health Coaches
Health Support Workers
Reception/administration staff
WRHN colleagues

External

Emergency Department
Radiology Department
MedLab
Physiotherapy Services
Occupational Therapy
Services
Social Worker / Counsellor
Services
Other community agencies
and health providers
General Practice
Teams Patients and
visitors Community
and secondary service
providers
Other NGOs
Iwi Practice/Providers
ACC
Māori Health providers
Pasifika Health providers
Clinical training agencies
Education providers
CALD community
Community pharmacies

QUALIFICATIONS AND EXPERIENCE

Essential

- Registration as a Nurse Prescriber with Nursing Council of New Zealand.
- Current Annual Practising Certificate.
- Current NZRC CORE Advanced certificate.
- Current professional medical indemnity.
- New Zealand residency and/or current work permit.
- Current full driver's licence.
- Competent and confident user of IT systems.
- Sound knowledge and understanding of medico-legal and ethical responsibilities within the acute care clinical setting, including prescribing and the Health and Disability Commissioner.
- Experience in mentoring, coaching, and informal teaching.
- Experience in leadership or management role.
- Proven assessment skills.
- Life skills which include a good understanding of community inequalities.
- Desire to make a difference and achieve improved health outcomes for clients.
- Desire to strengthen working relationships across all health care services.
- Time management skills.
- Demonstrated ability to participate in and develop team work through mutual respect positively contributing to the good of the clinic including other colleagues within the triage and reception function.
- A commitment to quality improvement.
- Demonstrates awareness and knowledge of relevant legislation (for example – Treaty of Waitangi, Code of Health and Disability, Health Practitioners Competence Assurance Act, Privacy Act, Health and Safety Act).
- A commitment to participate in the completion of postgraduate studies.

Desirable

- Experience in both acute and community health settings.
- Knowledge of MedTech Evolution.
- Intention to participate in further primary health / accident education programmes and personal development education, relevant to the implementation of an effective, high quality primary health clinic.
- Demonstrates a comprehensive knowledge of community services, resources and organisations and actively supports patients to use them.
- Current smear takers qualification or a commitment to obtain.
- Current vaccinator's certificate or a commitment to obtain.

Health and Safety Requirements

This role involves direct patient care and therefore requires the ability to safely perform essential duties. Applicants should be able to:

- Work effectively in fast-paced and changing conditions.

- Communicate clearly with patients, caregivers, and colleagues (with or without assistive technology).
- Wear and tolerate personal protective equipment (PPE) when required.
- Perform frequent hand hygiene and use disinfectants safely.
- Complete tasks that require fine visual assessment (e.g. administering medication, removing sutures, monitoring patient status).

An occupational health clearance may be required to confirm the ability to perform these duties safely and without undue risk to self or others. Ruapehu Health Ltd is committed to providing reasonable accommodations to support applicants and employees with disabilities, in line with the Human Rights Act 1993.

Every effort has been made to outline requirements clearly. Enquiries from any potential applicant who has any uncertainties about their ability to fulfil these physical requirements, or enquiries relating to a specific issue, are welcome.

Personal Attributes

- Client focused and committed to the principles of Te Tiriti o Waitangi.
- Able to apply critical thinking and problem solving skills to develop creative, innovative, and sustainable approaches to complex situations or challenges.
- An excellent, advanced written and verbal communicator.
- Flexible, adaptable, and promotes a positive attitude within a changing environment.
- Able to act with integrity and discretion.
- Able to prioritise complex workloads.

Honouring cultural diversity and addressing inequity

- Practice in a way that is deemed by tangata whenua and whānau to be culturally safe and based on the principles within Treaty of Waitangi/Te Tiriti o Waitangi.
- Demonstrate commitment to the principles of Te Tiriti o Waitangi.
- Services are delivered with consideration and understanding of cultural issues.
- Demonstrate commitment to reducing inequity for Māori, Pacific and CALD peoples accessing clinic services and identify areas of inequity and address these in a system wide context.
- Respect the spiritual beliefs and cultural practices of others, including colleagues.
- Demonstrate care and respect for diversity in the workplace, including care and respect for internationally trained colleagues.
- Attends cultural education and participates in cultural ceremonies and activities.

Quality Improvement

- Demonstrates personal commitment to ensuring quality service provision.
- Recognises areas of improvement and changes in practice that are required to improve healthcare standards.
- Participates in quality improvement systems and programmes, as appropriate.
- Provides advice as appropriate regarding the development, or review, of standards of practice, protocols, and policies.

- Uses incident reporting platform for patient feedback and complaint response and management as per policy expectations.
- Uses incident reporting platform for risk identification, mitigation and management as per policy expectations.
- Provides input into investigations, incidents, and reviews of clinical outcomes.
- Collaborates on changes and follows up as appropriate.
- Communicates and escalates threats to quality service provision appropriately.
- Acts to identify and minimize organisational risk.
- Member of the practice quality team.

Health and Safety

- Complies with the Health and Safety Act within the Clinic and will be required to participate and contribute to achieving identified objectives with the Health and Safety plan including (but not restricted to):
 - Hazard identification, control management and monitoring
 - Accessing and comprehending the information provide to staff
 - Reports accident/incidents and potential harm situations as per protocol
 - Follow Infection Control policy and guidelines
- Complies with organisational health and safety policies.
- Complies with all New Zealand legislation relevant to Health and Safety.
- Ensures all accidents/incidents are reported according to clinic policy.
- Complies with health and safety policies and standards when providing care in the community.
- Communicates and escalates threats to health and safety appropriately.
- Ensures own clinical practice methods are safe and align with best practice guidelines.
- Maintains own safe working environment.

Self-managed, Proactive, Team Focused Work Practices

- Go the extra mile to assist others – looks for opportunities to help and support colleagues.
- Communicates directly, honestly and respectfully while avoiding being negative, complaining, or gossiping.
- Works constructively with a positive attitude in the wider multi (and inter)-disciplinary team within and outside the clinic.
- Being an honest, open communicator who demonstrates respect for themselves and all persons.
- Proactive rather than reactive. Able to avoid mistakes that could/should be anticipated.
- Well prepared and organised. Plans ahead as much as possible.
- Carries out all responsibilities and action items in a purposeful way.
- Displays a positive viewpoint; sees the good in situations and how they can make things better – pushes through setbacks.
- Able to work confidently and effectively without direct supervision.
- Punctual and reliable, aware of rostered shift, working correct hours and sticking to allocated rest periods.
- Consistent work accuracy to a high standard.

REVIEW

This job description will be reviewed regularly as part of individual and company development and performance reviews and may be subject to variation.

This job description is a guideline of your core role and responsibilities and is not an absolute list. You are required to maintain flexibility to pursue unlisted duties and responsibilities with initiative and ownership to deliver business requirements as and when required.

Registered Nurse Scope of Practice Current 20 Jan 2025 (under the Health Practitioners Competence Assurance Act 2003)

Registered Nurse

Registered nurses in Aotearoa New Zealand incorporate knowledge, concepts and worldviews of both tangata whenua and tangata tiriti into practice. Registered nurses uphold and enact ngā mātāpono – principles of Te Tiriti o Waitangi, based on the Kawa Whakaruruhau framework and cultural safety, promoting equity, inclusion, diversity, and rights of Māori as tangata whenua. These concepts also relate to Pacific peoples and all population groups to support quality services that are culturally safe and responsive.

Registered nurses are accountable and responsible for their nursing practice, ensuring that all health care provided is consistent with their education, assessed competence, relevant legislative requirements, and is guided by the Nursing Council of New Zealand's standards for registered nurses.

Registered nurses use substantial scientific and nursing knowledge to inform comprehensive assessments, determine health needs, develop differential diagnoses, plan care and determine appropriate interventions. Interventions are evaluated to assess care outcomes based on clinical judgement and scientific and professional knowledge.

Registered nurses practise independently and in collaboration with individuals, their whānau, communities, and the interprofessional healthcare team, to deliver equitable person/whānau/whakapapa-centred nursing care across the life span in all settings.

Registered nurses may also use their expertise in areas and roles such as leadership, management, education, policy and research. Conditions may be placed on the scope of practice of some registered nurses, dependent on their qualifications and/or experience, limiting them to a specific area of practice. Nurses who have additional experience and have completed the required education will be authorised by the Council to prescribe some medicines within their area of practice and level of competence.

Registered nurses are responsible and accountable for directing and delegating to members of the healthcare team. Registered nurses provide support and guidance to enrolled nurses.

Registered Nurse Scope of Practice now incorporates the article of Te Tiriti o Waitangi:

- **Kāwanatanga (Governance):** Nurses foster partnerships with Māori and embrace diverse cultural perspectives in healthcare governance.
- **Tino rangatiratanga (Self-determination):** Nurses support Māori autonomy and ensure that care is inclusive of all identities and backgrounds, upholding the right to self-determination.
- **Ōritetanga (Equity):** Nurses are responsible for addressing health inequities and ensuring equal access to high-quality care for all communities.
- **Wairuatanga (Spiritual freedom):** Holistic care is essential, recognising the spiritual and cultural dimensions of health for Māori and other diverse groups.

Registered nurse standards of competence

There are six pou (standards) for the registered nurse standards of competence. These pou describe the competence required to practise safely as a registered nurse in New Zealand.

Evidence of safety to practise as a registered nurse is demonstrated when the applicant meets the following pou:

Pou one: Māori health

Reflecting a commitment to Māori health, registered nurses must support, respect and protect Māori rights while advocating for equitable and positive health outcomes. Nurses are also required to demonstrate kawa whakaruruhau by addressing power imbalances and working collaboratively with Māori.

Pou two: Cultural safety

Cultural safety in nursing practice ensures registered nurses provide culturally safe care to all people. This requires nurses to understand their own cultural identity and its impact on professional practice, including the potential for a power imbalance between the nurse and the recipient of care.

Pou three: Whānaungatanga and communication

A commitment to whānaungatanga and communication requires registered nurses to establish relationships through the use of effective communication strategies which are culturally appropriate, and reflect concepts such as whānau-centred care, kawa whakaruruhau and cultural safety. An understanding of the need for different forms of communication enables the nurse to influence the interprofessional healthcare team, advocate for innovative change where appropriate and influence the direction of the profession.

Pou four: Pūkengatanga and evidence-informed nursing practice

Pūkengatanga and evidence-informed nursing practice requires registered nurses to use critical thinking strategies informed by cultural and scientific knowledge to provide quality, safe nursing care. Evidence-informed knowledge prepares and supports the nurse to undertake assessment, differentially diagnose, identify appropriate interventions, plan care, lead the implementation and ensure that practice is constantly evaluated.

Pou five: Manaakitanga and people-centredness

Manaakitanga and people-centred care requires nurses to demonstrate the values of compassion, collaboration and partnership to build trust and shared understanding between the nurse and the

recipient of care – people, whānau or communities. These values underpin acceptable and effective decision-making related to the provision of care and appropriate interventions and ensure the integration of beliefs and preferences of people and their whānau.

Pou six: Rangatiratanga and leadership

Rangatiratanga in nursing practice is demonstrated when nurses proactively provide solutions and lead innovation to improve the provision of care. Rangatiratanga requires all nurses to act as change agents and lead change when appropriate. Fundamental to the integration of rangatiratanga is the need for nurses to act as independent thinkers and intervene, speak out, advocate and follow processes to escalate concerns on behalf of, or supporting, recipients of care or team members.

Tasks

POU	Key Performance Indicators
Tahi: Māori Health	• Engages in ongoing professional development related to Māori health and the relevance of Te Tiriti o Waitangi articles and principles • Advocates for health equity for Māori in all situations and contexts • Challenges racism and discrimination in the delivery of nursing and health care • Uses te reo and incorporates tikanga Māori into practice
Rua: Cultural Safety	• Practises culturally safe care which is determined by the recipient • Can describe the impact of colonisation and social determinants on health and wellbeing • Engages in partnership with individuals, whānau and communities for the provision of health care • Advocates for individuals and whānau by including their cultural, spiritual, physical and mental health to provide whakapapa-centred care • Contributes to a collaborative team culture which respects difference, diversity, including intersectional identities, and protects cultural identity by acknowledging differing worldviews, values and practices

Toru: Whānaungatanga and communication	• Uses appropriate assessment strategies to determine the language and communication needs (verbal and non-verbal) of people, whānau and communities • Incorporates professional, therapeutic and culturally appropriate communication in all interactions • Communicates professionally to build shared understanding with recipients of care, their whānau and communities • Promotes health literacy by using communication strategies to assess health-related knowledge, provide information and evaluate understanding • Ensures documentation is legible, relevant, accurate, professional and timely • Understands and complies with professional, ethical, legal and organisational policies for obtaining, recording, sharing and retaining information acquired in practice • Uses digital and online communication as appropriate • Provides, receives and responds appropriately to constructive feedback.
Whā: Pūkengatanga and evidence-informed nursing practice	• Undertakes comprehensive assessments to develop differential diagnoses and inform the plan of care • Understands the range of assessment frameworks and uses the appropriate framework for the practice setting. • Implements and evaluates effectiveness of interventions and modifies the plan accordingly • Understands cultural preferences for treatment, such as the use of Rongoā, and supports integration into care • Demonstrates digital capability and online health literacy to support individuals, whānau and communities to use technology for managing health concerns and promoting wellbeing • Identifies, assesses and responds to emerging risks and challenging situations by adjusting priorities and escalating to the appropriate person.
Rima: Manaakitanga and people-centred care	• Demonstrates the values of compassion, collaboration and trust that underpin manaakitanga and people-centred care • Upholds the mana of individuals, whānau and the nursing profession by practising manaaki, kindness, honesty and transparency of decision-making in practice. • Ensures integrated relational and whakapapa-centred care to meet the needs of people and whānau

	Facilitates opportunities for people and whānau to share their views and actively contribute to care planning, decision-making and related interventions.
Ono: Rangatiratanga and leadership	- Actively contributes to a collaborative team culture of respect, support and trust - Demonstrates understanding of professional and ethical responsibilities and adheres to the Nursing Council of New Zealand Code of Conduct, relevant legislation and organisational policies and procedures in practice - Engages in quality improvement - Identifies and responds appropriately to risk impacting the health, safety and wellbeing of self and others to practise safely - Understands the impact of healthcare provision on global and local resources, demonstrates and supports the constant assessment and improvement of sustainability practices.

Day to day tasks	Expectation
Daily booked patients: planned and acute care	- To provide full assessment and education for all consultations both face to face and or virtually - Ensure all required observations are completed in a timely and accurate manner - Utilise Medtech Evolution to record and document consultations and conversations including but not limited to – care plans, education and follow-up - Complete tasks such as but not limited to – immunisations, cervical screening, diabetes checks, asthma reviews, skin assessments, assessing child and adults both unwell and well, supporting team in emergencies, injections and education - Develop good time management skills ensuring that you work efficiently and effectively completing all tasks required to completing the consultation
Administrative Mahi	- Be able to recall and pre-call whānau/tamariki and community for health required interventions - Be confident in using IT such as emails, Medtech Evolution, and other IT that may be required - Ensure all referrals are referred correctly to the appropriate services - Clear inbox and action anything that requires attention

	○ Ensure all prescriptions written are within Designated Prescribing right and hand over anything to GP or Nurse Practitioner that falls outside of prescribing knowledge
Assessment/ Management	○ Complete comprehensive assessments that are focused on patient health outcomes working in collaboration with whānau and healthcare team ○ Correctly action any at risk whānau who require intervention clearly documenting care plan ○ Ability to work under pressure and develop good mechanism that ensures safety of yourself and the people you serve
Prescribing	○ Prescribing in partnership describes working in partnership both with the person, their whānau, and other health professionals to optimise health outcomes ○ Adhered to the legislation for prescribing as outlined in the Nursing Council of New Zealand ○ Ensure all medication is correctly dosed, and that you work in collaboration where indicated
Teamwork	○ Ability to work as part of a close and wider team sharing your knowledge and providing mentorship to others ○ Work with iwi, hospital and social services ○ Share a workload and support all members of the team ○ Complete and share roles and responsibilities in checking equipment is working, rooms are stocked and clean
Professional development	○ Develop a plan of training and opportunities which align to the practice needs ○ Utilise online training to support everyday learning ○ Maintain the requirements for prescribing as outlined by NCNZ ○ Maintain PDRP Proficient and ensure this is completed every 3 years

PHYSICAL ATTRIBUTES

Under the Human Rights Act 1993 discrimination based on disability is unlawful.

Gonville Health Ltd will make all reasonable efforts to provide a safe and healthy workplace for all, including persons with disability.

Every effort has been made to outline requirements clearly. If a potential applicant has uncertainties about their ability to fulfil these physical requirements, enquiry should be made whether it would be possible to accommodate a particular issue by obtaining advice from the Gonville Health Ltd Clinical Services Manager, and WRHN Strategic and Business Manager.

- Must be able to function in rapidly changing and demanding conditions when required.
- Hearing and speech sufficient to communicate clearly with patients and co-workers, monitor patient status and equipment, recognise impending emergencies relating to patients and equipment and hear emergency alarm.
- Ability to wear face masks and rubber gloves for protection against infectious disease.
- Absence of a health condition which could increase appointee's susceptibility if exposed to infections more frequently than usual
- Skin condition should allow frequent contact with water, soap/disinfectant soap, chemicals and latex rubber.
- Skin should not be fissured, scaly, cracked on hands, forearms, face or neck.
- The appointee must not have a health condition that will put others at risk.

The above statements are intended to describe the general nature and level of work being performed by the job holder. This job description is not intended to be an exhaustive list of all responsibilities, or skills required of the job holder. From time to time, the job holder may be required to perform duties outside of their normal responsibilities as needed.