



Whanganui Regional Health Network

## POSITION DESCRIPTION

<b>Position:</b>	<b>WRHN Outreach Nurse – Part Time (0.4 FTE)</b>
<b>Reports to:</b>	Immunisation Coordinator Whanganui Regional Health Network
<b>Primary Objective</b>	<p>To improve the health and wellbeing of whānau and our communities by assisting Manaaki Te Whānau Team to increase population health coverage targets within the Te Whatu Ora Whanganui rohe and to assist with strategies aimed at maintaining or improving these levels in the future.</p> <p>Contribute to achieving equitable health outcomes, using a Te Tiriti o Waitangi focus and an equity lens to ensure culturally safe and responsive service.</p> <p>Work collaboratively both within the organisation, and externally with iwi, health, education and social service providers and communities to ensure equitable health outcomes are achieved.</p> <p>Support a Whānau Ora approach for system-wide change and advocate for health-promoting environments, pro-equity approaches and whānau-centric design and delivery.</p> <p>Supports the achievement of population health targets for communities across the rohe including but not limited to, B4Sc Checks, whole of lifespan immunisations and cervical screening/HPV testing.</p>
<b>Scope</b>	<ul style="list-style-type: none"><li>• The delivery of a range of population health services (i.e. immunisations, B4Sc Check, cervical screening/HPV testing) and other population health interventions through track and tracing, home visits, nurse-led clinics, marae, and community events.</li><li>• Contributes towards compliance with national standards for cold chain accreditation and maintenance.</li><li>• Works with Whanganui Regional Health Network (WRHN) general practice teams (rural and urban), Iwi partners and other key stakeholders on a variety of activities to attain national population health targets.</li></ul>
<b>Direct Reports:</b>	None

<b>RELATIONSHIPS</b>	
<b>Internal</b>	<b>External</b>
Manaaki Te Whānau Team WRHN team WRHN Immunisation Co-ordinator WRHN B4 School facilitator WRHN child and maternal team WRHN practice facilitators	WRHN and NHC General Practice Teams Iwi provider Organisations – Te Oranganui, Ngati Rangi and Te Kotuku Public Health Teams Local Community Providers Local Community Agencies and NGO's MoH, MoH Immunisation implementation Team, MoH new-born enrolment team Te Whatu Ora Whanganui Paediatric unit Plunket, Tamariki Ora NIR administrator Immunisation Advisory Centre (IMAC)
<b>AUTHORITIES/DELEGATIONS</b>	
<b>Financial</b>	<b>Staffing</b>
Nil	Nil
<b>PERSON SPECIFICATION</b>	
<b>Qualifications/Credentials</b>	
<b>ESSENTIAL</b>	<b>PREFERRED</b>
Comprehensive Registered Nurse or General and Obstetric Nurse with the following: <ul style="list-style-type: none"> <li>• Current Annual Practicing Certificate</li> <li>• Full Driver's License</li> <li>• Current CPR certificate</li> <li>• Indemnity Insurance</li> </ul>	Registered Nurse with Post Graduate Qualifications or a desire to work towards same.
Fully authorised Vaccinator or working towards fully authorised vaccinator status	B4 School Checks certification, Certified Smear taker, LARC insertion training, familiarity with working under standing orders, willingness to undertake Hearing and Vision training, Safe Sleep training, Healthy Home training. Experience with cold chain management, including off-site clinics.

<b>Experience</b>	
<b>ESSENTIAL</b>	<b>PREFERRED</b>
Commitment to improving the quality of care and service delivery for tamariki and their whānau in a client centred culturally safe, creative, and innovative manner.	Experience in Primary Care and community settings with a focus on child and whānau wellbeing, including whole of lifespan immunisations, women's health, and B4School checks.
Able to work effectively autonomously and with a demonstrated ability to embrace teamwork.	Promotes teamwork and commitment to contributing towards teams' success.
Life skills which include a good understanding of community inequalities, social determinants of health and conscious/unconscious bias in healthcare.	Evidence of commitment to cultural safety by meeting and exceeding the cultural needs of clients/consumers/colleagues. Understands concepts of whānaungatanga and manaakitanga, and Māori cultural orientation to whānau, hapu, and Iwi.
Proven ability to ensure professional practice standards are maintained.	Experience working from a strong quality perspective with evidence of same.
Good understanding of how general practice/primary operates.	Expert clinical knowledge and experience in working within general practice/primary care environment.
Practice management experience including familiarity with MedTech Evolution, PMS, Dr Info, Dashboard recall systems.	Excellent computer skills – systems understanding and software packages implementation including the Microsoft Office suite of products.
Understanding and familiarity with general practice infrastructures and support systems.	Experience in use of screening tools, recall systems, advanced forms, clinical decision support tools.
Excellent written and oral communication skills.	Basic understanding/pronunciation of Te Reo Māori and/or willingness to learn.
<b>Special Skills/Personal Attributes</b>	
<b>ESSENTIAL</b>	<b>PREFERRED</b>
Proven excellent communication skills. Able to build rapport and work with a wide range of clinicians.	Demonstrated training and leadership skills. Demonstrated change management skills.
Flexible and adaptable approach – 'can do attitude'.	Promotes and develops local networks and has experience in working effectively alongside other professional, health/social services in the Whanganui region.
Excellent time management and prioritisation ability.	Ability to work under pressure and manages the workday effectively.

Willingness to mentor other health professionals and non-registered health workers.	Adult education training and experience or qualifications.
High degree of credibility with all staff including interdisciplinary teams.	Desire to strengthen working relationships with collaborative partners across the health, social and education sectors.
A proven ability to work within different cultures.	Evidence of commitment to cultural safety by meeting and exceeding the cultural needs of clients/consumers/colleagues. Understands concepts of whānaungatanga and manaakitanga and Māori cultural orientation to whānau, hapu and Iwi.

<b>Key Responsibility</b>	<b>Performance Indicator</b>	<b>Performance Measure</b>
<p><b>Outreach Services</b></p> <p>Supports a Whānau Ora approach to delivery of outreach services.</p> <p>To improve the health and wellbeing of all New Zealanders by assisting immunisation providers to increase vaccine coverage rates for influenza vaccine, MMR and childhood vaccines to meet national health targets.</p> <p>To assist with the improvement of our regional immunisation, B4Sc and cervical screening rates while focussing on equity for Māori.</p> <p>Provides and empowers effective clinical nursing management for clients and whānau to empower them to achieve positive health outcomes.</p>	<p>Assist in the event of disease outbreaks, epidemics or pandemics and/or catch-up campaigns.</p> <p>Participates in a quality outreach service that addresses issues of access for priority populations/ This includes alternative venues, hours and providers, as necessary.</p> <p>Demonstrates sound assessment skills and effective clinical judgements supported by clear documentation. Refers appropriately to other professionals for guidance and management as required.</p>	<p>Improved equity rate across population health measurements is evidenced.</p> <p>Areas of low achievement against national targets are key focus areas for outreach team.</p> <p>Develops effective, respectful communication with families/caregivers and stakeholders.</p> <p>Home visits to clients who are identified as being Māori or Pasifika are prioritised.</p> <p>Provides consultations in nurse-led clinics by applying skills in immunisation, B4School checks, women’s health screening, health promotion and working with standing orders.</p> <p>All referrals into MTWT receive either a phone call or home visit within three weeks of receipt of referral.</p>

		Contributes to district meeting national immunisation and screening targets.
<p><b>Health Promotion</b></p> <p>Contributes to a quality outreach service which addresses issues of access for those priority populations, this includes an alternative venues, hours and providers across the Whanganui rohe.</p>	<p>Utilises whānau centred approach when engaged in delivery of immunisation, B4 Schools and smoking cessation to all primary health providers, community-based childcare/health organisation and in interactions with whānau/parents/caregivers in Whanganui Region.</p> <p>Establishes and maintains relationships with key stakeholders.</p> <p>Uses sound methods to search for health information literature and applies this appropriately to the clinical situation.</p> <p>Has an awareness of evidence-based best practice guidelines.</p>	<p>Demonstrates timely delivery for hard-to-reach populations.</p> <p>Reduced decliner rate within the Te Whatu Ora Whanganui region.</p> <p>Health literacy principles evident in-service delivery.</p> <p>Stakeholders are engaged and aware of the WRHN outreach service and referral pathways.</p> <p>Supports team members to advance the health and social wellbeing of clients accessing the service to reduce health disparities.</p>
<p><b>Accountability</b></p>	<p>Follows established WRHN procedures for obtaining and recording information.</p> <p>Works within scope of the role by knowing own limitations.</p>	<p>Whānau privacy and confidentiality is maintained at all times.</p> <p>Requests assistance from senior staff as required.</p> <p>Demonstrates accountability for own actions.</p>
<p><b>Continuous Improvement/Quality Focus</b></p>	<p>Maintains clinical supplies and ensure they are fit for purpose.</p> <p>CQI initiatives and processes and systems are in place to ensure effectiveness of services delivery model.</p> <p>Identifies new ways of working to improve efficiency and optimal use of resources to get desired outcomes. Works collaboratively to introduce new ideas and systems.</p>	<p>Perform stock take of clinical supplies for MTWT and order accordingly via Amtech online.</p> <p>Orders vaccines via Propharma/Healthcare logistics for WRHN in liaison with other outreach team members.</p> <p>Attends and contributes to team meetings.</p>

		<p>Maintains weekly emergency equipment check and documents same.</p> <p>Participates in WRHN CQI activities.</p> <p>Provision of accurate and timely reporting.</p> <p>Conducts self professionally and within organisational policy/guidelines.</p>
<p><b>Cultural Safety &amp; Responsiveness</b></p>	<p>Demonstrates a commitment to Te Tiriti o Waitangi/The Treaty of Waitangi through partnership, participation, and protection.</p> <p>Services are delivered with an understanding of culture, equity issues, colonisation, systemic and intuitional racism, and a focus on equity of health outcomes.</p> <p>Demonstrates an understanding of the Pae Ora – Healthy Futures Act 2022 as a holistic concept and as a way of collaborative working to improve the health of individuals, whānau and environments.</p>	<p>Demonstrates ability to engage effectively with Māori consumer/ patients/whānau.</p> <p>Demonstrates ability to apply Te Tiriti o Waitangi/The Treaty of Waitangi within service.</p> <p>Takes into effect of one’s own culture, history, attitudes, and values while not imposing them on patients or consumers.</p> <p>Participation in WRHN Cultural and Equity orientation and the Hāpai te Hoe cultural induction programme via Te Whatu Ora Whanganui.</p>
<p><b>Health &amp; Safety</b>  <b>Actively participate and comply with the requirements of the Health &amp; Safety at Work Act 2015 (HSAW Act) and any subsequent amendments or replacement legislation.</b>   <b>Actively contribute to risk management activities within the team</b></p>	<p>Applies health and safety related skills and knowledge to all work practices.</p> <p>Demonstrates self-awareness and risk assessment skills prior to and during home visits, prioritising the safety of self and colleagues when required.</p> <p>Assists in the maintenance of cold chain for vaccine storage to mitigate risk of cold chain breaches, excursions or failures.</p>	<p>Maintains own safe working environment, particularly during community/home visits.</p> <p>Is aware of and can identify hazards to which they may be exposed and/or they may create and acts accordingly.</p> <p>Advice or assistance is sought before commencing an unfamiliar work practice.</p> <p>Hazards are identified, control plans documented, and hazards eliminated, minimised or isolated.</p>

		<p>Complying with WRHN policies, procedures, protocols, and guidelines.</p> <p>Participating in audit activities.</p> <p>Identified risk or incident trends are reported to Clinical Governance Group.</p>
<b>Privacy and Confidentiality</b>	Maintains strict confidentiality relating to patient information and organisation business.	Adheres to WRHN policies and procedures.
<b>Professional development</b>	<p>Undertakes responsibility for own professional development and contributes to the development of WRHN and the Manaaki Te Whānau Team.</p> <p>Commitment to completing or maintaining PDRP (minimum competent level).</p>	<p>Maintains authorised vaccinator certification, cervical smear taking and B4School skills, as indicated.</p> <p>Participates in reviews as agreed and annual performance management.</p> <p>Meets personal objectives to address identified learning needs.</p>
<p>This position description is a living document. At the time of commencing in the role, the position description will be discussed between the incumbent and their Direct Report, and the final key accountabilities and performance measures agreed upon.</p> <p>The tasks defined above are indicative and may change from time to time as the needs, priorities and objectives of the company change. Accordingly, the employee will undertake any other tasks and duties as agreed from time to time subject to provision of appropriate training.</p>		

### Confirmation of Job Description

Direct Report \_\_\_\_\_

Date: \_\_\_\_\_

Position Holder: \_\_\_\_\_

Date: \_\_\_\_\_