

## Job Description

<b>Job Title</b>	<b>RN Specialist - Diabetes</b>
<b>Department</b>	<b>Nursing Administration</b>
<b>Reports to</b>	<b>Director of Nursing</b>
<b>Date</b>	<b>January 2014</b>

### Overall Purpose of Job

To provide nursing skills in assessing, planning, implementing, and evaluating the nursing care for assigned patients and provide exceptional patient care in an environment where quality, respect, caring and compassion are at the centre of all we do.

The overall purpose of the specialist RN is to focus on managing the health conditions of their diabetic patients and assist the physician in creating a specialised care plan aimed to support a person's individual diagnosis and treatment option. To provide general support to patients and their caregivers including managing the health condition of patients.

### Key Responsibilities and Deliverables

- Provide direct care to assigned patients.
- Take the nursing history, summarises data, and states nursing diagnoses & patient care needs.
- Observe and record signs, symptoms, and behaviours, including the physiological status of patients, presents the assessment of changes, the proposed revision of interventions and desired outcomes.
- Follow policy for activating an individualised plan of care for newly admitted patients.
- Deliver designated nursing interventions to assigned patients that are consistent with the stated medical plan of care.
- Perform admission, discharge and transfer procedures and assist others with patients' activities and care.
- Execute physicians' orders for all assigned patients safely and properly administer medications and treatments.
- Notify appropriate nursing and medical staff to changes in the patient's status.
- Independently perform duties and assume responsibility for care of assigned patients.
- Perform techniques and routines in the speciality service area.
- Perform or assist others to perform proper aseptic techniques, isolation procedures, and infection control measures.

- Document nursing care in all assigned patient records.
- Maintain patients' privacy and confidentiality of information and records at all times.
- Evaluate care given including the patient's response.
- Reassess and document the proposed revision of interventions and desired outcomes.
- Demonstrate ability to assess patient's understanding of and compliance with instructions and health care teaching.
- Review documentation of instructions, teaching topics, and patient response with the Nurse Manager.
- Adhere to internal controls established for department.
- Perform related duties as required.

### **Clinical Responsibilities**

The post holder will be familiar with and adhere to *The Professional Scope of Practice Framework (NMBI 2000)*.  
The post holder will ensure:

- The patient's needs are individually assessed.
- A care plan and evaluation process is planned and implemented.
- The patients' families & significant others are involved as appropriate.
- Patients are cared for in the optimum clinical environment, adhering to all nursing and hospital wide policies and guidelines.
- Full nursing participation in and supervision of patients' meal and special dietary requirements.
- Visiting time policies are adhered to.
- Delegation is appropriate to the skill level and knowledge of the individual to whom the task is delegated.
- Documentation is recorded in a professional, legible and timely fashion.

The post holder will partake in the Total Quality Management processes thereby contributing to:

- The identification of quality, policy & guideline issues.
- The evaluation of current practices to best practice.
- The setting of standards utilising structure, process and outcome.
- All hospital, regional and national audit processes.
- The Hospital Wide Accreditation Cycle.
- Health Promotion initiatives.

### **Managerial Responsibilities**

- The timely identification and communication of any issues to the appropriate person.
- Efficient recording of all necessary documentation.
- Effective management of complaints.
- Monitoring of all risk management processes.
- Maintaining effective interdisciplinary communication processes.
- Efficient utilisation of pay and non-pay resources.
- Participate in all nursing communication processes.

### **Personal & Professional Responsibilities:**

The post holder is expected to:

- Attend in a timely manner all mandatory education sessions.
- Maintain a professional portfolio.
- Ensure their professional and personal persona positively reflects the profession of nursing and Beacon Hospital.
- Utilise all practical opportunities to educate the patient and their families.

### **Educational Responsibilities**

**Under the direction of the Nurse Manager the post holder will:**

- Contribute to the identification of training needs pertinent to the clinical area.
- Identify and contribute to the continual enhancement of learning opportunities in the clinical area.
- Participate in the clinical induction of new nursing and support staff.
- Develop leadership ability in order to act as an effective role model.
- Assume responsibility for own learning and development needs.

### **Other Duties and Responsibilities**

- Utilise effective time management skills.
- All employees are expected to remain flexible to meet the needs of the hospital, which may include floating to other departments to assist as the patient needs fluctuate.

## Person Specification

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>NMBI Registered General Nurse licence in good standing.</li> <li>Post graduate nursing qualification preferable.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of leading or coordinating a diabetes service.</li> </ul>
<b>Job Specific Competencies and Knowledge</b>	<p><b>Teamwork</b></p> <ul style="list-style-type: none"> <li>Demonstrate ability to work as part of a multi-disciplinary team.</li> <li>Demonstrate motivation and an innovative approach to job.</li> </ul> <p><b>Communication &amp; Interpersonal Skills</b></p> <ul style="list-style-type: none"> <li>Demonstrate effective communication skills so that information is presented in a clear and concise manner and patients understand their treatment.</li> </ul> <p><b>Planning and Organising</b></p> <ul style="list-style-type: none"> <li>Demonstrate evidence of effective planning, organising and time management skills.</li> <li>Demonstrate flexible approach – to internal rotations and rostering.</li> </ul> <p><b>Knowledge</b></p> <ul style="list-style-type: none"> <li>Demonstrate recent and relevant experience in the specialised area and in an acute hospital setting.</li> <li>Demonstrate knowledge of new developments in specialised area.</li> <li>Demonstrate knowledge of national strategies where appropriate to nursing care.</li> </ul> <p><b>Patient &amp; Customer Focus</b></p> <ul style="list-style-type: none"> <li>Demonstrate a focus on quality.</li> <li>Demonstrate evidence of ability to empathise with and treat patients, relatives and colleagues with dignity and respect.</li> </ul>
<b>Personal Competencies</b>	<ul style="list-style-type: none"> <li>All posts in Beacon Hospital require a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore, the post holder will be required to demonstrate flexibility as and when required by their manager or hospital management.</li> </ul>

**This job description is intended to be an outline of the areas of responsibility and deliverables at the time of its writing. As the Hospital and the post holder develop, this job description may be subject to review in light of the changing needs of the Hospital.**

**Job Description received by employee:**

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Signature

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Date

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Name (Block Capitals)