



# Position Description

<b>Position Title</b>	Long Term Conditions Nurse ``
<b>Date</b>	July 2021
<b>Approved by</b>	CEO - Tuwharetoa Health Charitable Trust

<b>Position holder</b>	TBC
<b>Reports to</b>	Manager – Pākeke Hauora Mai
<b>Purpose of the position</b>	<p>The Long Term Conditions Nurse</p> <ul style="list-style-type: none"> <li>• is responsible for the provision of a mobile nursing service that will primarily focus on those with diabetes, cardiovascular and respiratory disease in the Taupo District.</li> <li>• will always adhere to the policies and procedures of the organisation and promote such.</li> <li>• The priority group is pākeke (adult) Māori with Long Term Conditions, aiming to improve health outcomes.</li> </ul>

Working Relationships	
Internal – Tūwharetoa Health	External
<ul style="list-style-type: none"> <li>▪ Pākeke Hauora Mai Manager and team</li> <li>▪ Whānau Engagement Manager, and team</li> <li>▪ Whānau, Pepe and Tamariki Manager and team</li> <li>▪ Operations Team Leader, and team</li> <li>▪ CEO</li> <li>▪ Executive Management Team (EMT)</li> <li>▪ Trustees</li> </ul>	<p>Staff from [for example]</p> <ul style="list-style-type: none"> <li>▪ Pinnacle Midland Health Network</li> <li>▪ General Practice</li> <li>▪ District Nursing Service</li> <li>▪ Lakes District Health Board staff including Rotorua and Taupo Hospitals</li> </ul>

<b>Standard Attributes, Knowledge and Skill</b>
<b>Analytical Thinking and Problem Solving:</b> Ability to both identify problems and use information to resolve them.
<b>Communication:</b> Ability to clearly convey thoughts, both verbally and in writing, and to listen to and understands others.
<b>Confidentiality:</b> Ability to maintain privacy and confidentiality in line with the Privacy Act (1993) and the Health Information Privacy Code (1994).
<b>Continuous Improvement:</b> Ability to understand and implement a continuous improvement process in respect of one's own performance, and the organisation's processes and services.
<b>Cultural Appropriateness:</b> Ability to provide culturally appropriate support to a wide range of clients. Knowledge and experience in Ngati Tuwharetoa Tikanga and Kawa is desirable.
<b>Health and Safety:</b> Ability to work responsibly under the Health & Safety at Work Act 2015.
<b>Policies:</b> Ability to become familiar with, and work in line with Tuwharetoa Health's policies.
<b>Relationship Development:</b> Ability to build and sustain effective relationships both internally and externally.
<b>Self-Management:</b> Ability to work autonomously and flexibly to achieve the purpose of the position and the goals of the organisation.
<b>Team Work:</b> Ability to work with others to achieve goals.
<b>Treaty of Waitangi:</b> Knowledge of the principles of the Treaty and how these relate to the development of specific initiatives for Maori.
<b>Values:</b> Ability to conduct themselves in line with Tuwharetoa Health's principles and values of Whanaungatanga (Spirit of Family), Manaakitanga (Spirit of Support) and Huhuatanga (Spirit of Service Excellence).
Current Full New Zealand Driver License is essential.

<b>Position Specific Qualifications, Skills and Experience</b>	
Qualifications	Registered Nurse with at least two years clinical experience. Primary/community health care experience in a clinical role preferred. Post graduate studies in community/primary/chronic conditions highly desirable.
Knowledge and skill	Previous experience working in a long term conditions management model Expert clinical knowledge of long term conditions nursing management Experience in developing, facilitating, and providing client and whānau education
Experience (Technical and behavioural)	Customer service and the ability to engage client and whānau groups Experience working with whānau, community groups, organisations and/or consumer groups Demonstrated knowledge of New Zealand health sector trends and development Previous community health experience an advantage Experience in using electronic Patient Management Systems, in particular Indici, an advantage

<b>Main Responsibilities</b>
<ul style="list-style-type: none"> <li>To apply clinical expertise to Long Term Conditions management for clients and their whānau.</li> </ul>
<ul style="list-style-type: none"> <li>To independently manage clinical services for the clients and whānau.</li> </ul>
<ul style="list-style-type: none"> <li>Provide and or facilitate appropriate education sessions to empower the client and their whānau to move towards self-management.</li> </ul>
<ul style="list-style-type: none"> <li>Effectively and efficiently co-ordinate resources and services to clients in the most appropriate site or venue which may include clinics or home visiting.</li> </ul>
<ul style="list-style-type: none"> <li>To promote and role model excellence in clinical practice, serving as an agent for change that results in improved clinical practice.</li> </ul>
<ul style="list-style-type: none"> <li>Envision, initiate, and drive programmes that enhance client outcomes within the scope of the strategic direction of the Tūwharetoa Health Mobile Māori Nursing contract.</li> </ul>
<ul style="list-style-type: none"> <li>Promote effective working relationships with general practice and other health and social service providers to ensure continuity of client care.</li> </ul>
<ul style="list-style-type: none"> <li>Promote the service positively within the whānau, hapu, and iwi.</li> </ul>
<ul style="list-style-type: none"> <li>Reporting</li> </ul>

<b>Role Delegations</b>
<b>Financial (limits/mandates etc.) - Nil</b>
<b>Staffing – Nil</b>

<b>Key Accountabilities</b>		
<b>Main Responsibilities</b>	<b>Key Accountabilities (Key areas of focus)</b>	<b>Tasks (How it is achieved)</b>
To apply clinical expertise to Long Term Conditions management for clients and their whānau.	<ul style="list-style-type: none"> <li>• Demonstrate advanced clinical knowledge and skills in Long Term Conditions Management.</li> <li>• Co-ordinate resources and care for clients in their own home environment</li> <li>• Advocate for client and whānau during episode of acute care as necessary</li> <li>• Assist as necessary with interdisciplinary decision-making and problem solving in relation to planning, implementing, and evaluating care</li> </ul>	<ul style="list-style-type: none"> <li>• Develop effective relationship with client and whānau</li> <li>• Based on comprehensive assessment develop a holistic client centred hauora plan, based on need</li> <li>• Utilise the self-management approach to health planning and service delivery</li> <li>• Establish and maintains effective processes of communication with general practice and other community providers to co-ordinate care and services</li> <li>• Attends inter/multi-disciplinary meetings to support coordinated care and services to registered clients</li> <li>• Initiate and co-ordinate client/whānau education and health promotion/education as required</li> <li>• Identify and implement strategies to monitor and ensure follow-up for at risk clients and their families, in consultation with general practice</li> </ul>
Clinical expertise and resource	Work to ensure nursing expertise is visible and valued	<ul style="list-style-type: none"> <li>• Establish and maintain current knowledge of best practice related to chronic conditions management and promote same</li> <li>• Is available as a resource concerning long term conditions management</li> <li>• Work with the Long Term Conditions Lead Practitioner, Clinical Advisor and Service Manager</li> </ul>

<b>Key Accountabilities</b>		
<b>Main Responsibilities</b>	<b>Key Accountabilities (Key areas of focus)</b>	<b>Tasks (How it is achieved)</b>
		<p>to implement the Long Term Conditions framework for Tūwharetoa Health</p> <ul style="list-style-type: none"> <li>• Participate in ongoing quality improvement processes to ensure maintenance of standards and to identify improvement areas</li> </ul>
DHB Activity / Relationships / Projects	Participate in projects/meetings/groups that enhance the service, as requested by the Pākeke Hauora Mai Manager	<ul style="list-style-type: none"> <li>• Attend relevant nursing network meetings as directed</li> <li>• Joint initiatives with the DHB, other providers and community groups benefit TH and its registered clients</li> <li>• Nursing and service profiles lifted within Taupo District and wider (DHB, Midland, MoH) as appropriate</li> <li>• Attend interdisciplinary meetings that benefit Tūwharetoa Health and its clients</li> </ul>
Contribute to the team as a capable, confident, and motivated member.	<ul style="list-style-type: none"> <li>• Take personal responsibility for learning.</li> <li>• Communicate expectations to the Service Manager</li> <li>• Contribute to meeting team goals and objectives</li> </ul>	<ul style="list-style-type: none"> <li>• Attend internal team meetings as required</li> <li>• Participate in case and peer review activities</li> <li>• Performance review completed annually, and open communication maintained</li> </ul>
Reporting	<ul style="list-style-type: none"> <li>• Monthly service reports to the Executive Management Team</li> <li>• Quarterly reports to the funder as per contract</li> <li>• All reporting is directed to the Team Leader or Service Manager</li> </ul>	