



# Position Description

<b>Position Title</b>	Well Child Tamariki Ora Nurse
<b>Date</b>	19 July 2024
<b>Approved by</b>	CEO - Tuwharetoa Health Charitable Trust

<b>Position holder</b>	
<b>Reports to</b>	Tamariki Ora Kaitataki / Team Lead for day-to day matters. Overall, to the Whanau Pepi and Tamariki Manager
<b>Purpose of the position</b>	The registered nurse <ul style="list-style-type: none"> <li>is responsible for providing Well Child Nursing Services in the Taupo District.</li> <li>will meet the standards of Nursing Practice required by the New Zealand Nursing Council</li> </ul>

<b>Working Relationships</b>	
<b>Internal – Tūwharetoa Health</b>	<b>External</b>
<ul style="list-style-type: none"> <li>Whanau, Pepe and Tamariki Manager and team</li> <li>Chief Executive Officer (CEO)</li> <li>Chief Operating Officer (COO)</li> <li>Clinical Advisor</li> <li>Head of Data Science and IT team</li> <li>Operations Manager and team</li> <li>Pou Herenga / Te Tira Atamai Manager and team</li> <li>Projects Lead</li> <li>Whanau Engagement Manager and team</li> <li>Executive Management Team (EMT)</li> <li>Trustees</li> </ul>	Staff from [for example] <ul style="list-style-type: none"> <li>Turangi Schools and Kura</li> <li>Turangi Early Childhood Education providers</li> <li>Plunket Nurses</li> <li>Te Whatu Ora (Lakes)</li> <li>Ministry of Health</li> <li>Ministry for Children Oranga Tamariki</li> <li>Te Puni Kokiri</li> <li>Pinnacle Midland Health Network</li> <li>General Practice</li> <li>District Nursing Service</li> </ul>

<b>Standard Expectations, 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 (2020) and the Health Information Privacy Code (2020).
<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>Cultural Development:</b> Commitment to attending and actively participating in quarterly All Team Hui / Noho Marae.
<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>Teamwork:</b> Ability to work with others to achieve goals.
<b>Te Tiriti o Waitangi:</b> Knowledge of the principles of the Tiriti 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	<p>Registered Nurse with a current practicing certificate from the Nursing Council of New Zealand is essential.</p> <p>A Well Child Nursing qualification is desirable.</p> <p>Additional, particularly postgraduate qualifications in areas including; children's growth and development, community health, primary health, maternal and child health, would be advantageous.</p>
Knowledge, skill and experience	<p>Knowledge of the New Zealand Well Child/Tamariki Ora framework</p> <p>Knowledge of parenting, mothercraft, parent-child relationships and self-care practices which promote and maintain health.</p> <p>Experience supporting breast feeding.</p> <p>Knowledge of local community networks and service agencies.</p> <p>Experience in developing, facilitating and providing health education for whanau.</p> <p>Knowledge of Maori models of health, for example Whare Tapa Wha.</p> <p>Practical knowledge of Te Reo and tikanga Maori, or a willingness to learn.</p> <p>Experience in using computers - Microsoft Office and Patient Management Systems, in particular Indici, would be an advantage</p>

<b>Main Responsibilities</b>
Provide Well Child Tamariki Ora services in the Taupo District. This service is provided in line with New Zealand's Well Child Tamariki Ora Framework, and the Well Child Service Specification contained in Tuwharetoa Health's contract with Lakes DHB.
Provide clinic-based well child services as required.
Function as a member of the well child / child health multidisciplinary team
Maintain professional development and training
Become familiar with and follow all Tuwharetoa Health policies and contribute to policy review and development as required.
Reporting

<b>Role Delegations</b>
<b>Financial (limits/mandates etc.)</b>
<ul style="list-style-type: none"> <li>▪ Nil.</li> </ul>
<b>Staffing</b>
<ul style="list-style-type: none"> <li>▪ No direct reports</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>Provide Well Child Tamariki Ora services in the Taupo District. This service is provided in line with New Zealand's Well Child Tamariki Ora Framework, and the Well Child Service Specification contained in Tuwharetoa Health's contract with Lakes DHB.</p>	<ul style="list-style-type: none"> <li>• Visit and support to new mothers and their babies at home or in the clinic in line with the Well Child Framework and as need requires.</li> <li>• Facilitate Well Child Checks and access to other services for mothers and their babies.</li> <li>• Deliver individual Well Child education to meet specific mother and whanau needs to incorporate national targets for SUDI prevention</li> <li>• Promote and support breast feeding</li> <li>• Child Protection in line with the Vulnerable Children's legislation and Tuwharetoa Health Policy</li> <li>• Provide a culturally appropriate service</li> </ul>	<ul style="list-style-type: none"> <li>• Receive referrals</li> <li>• Arrange appointments</li> <li>• Enrolment</li> <li>• Obtaining informed consent</li> <li>• Maintain privacy in line with Tuwharetoa Health's policies.</li> <li>• Assessment</li> <li>• Care planning</li> <li>• Health Education</li> <li>• Complete detailed client records documentation in line with legal and ethical requirements.</li> <li>• Make referrals to GP and other services when required.</li> <li>• Child health is assessed on a continuing basis and care is monitored.</li> <li>• Regular screens and tests are performed according to recommended schedules.</li> <li>• Provide and collate Tamariki Ora Quarterly Report to Service Manager.</li> <li>• Keep accurate of statistical records of service provision as per service contracts.</li> <li>• Attend relevant hui/training sessions and provide reports.</li> <li>• Relevant staff training completed as required.</li> </ul>

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<b>Main Responsibilities</b>	<b>Key Accountabilities (Key areas of focus)</b>	<b>Tasks (How it is achieved)</b>
Provide clinic-based well child or child health services as required	<p>See whanau in clinics as required for example during school holidays</p> <p>Child Protection in line with the Vulnerable Children's legislation and Tuwharetoa Health Policy</p> <p>Provide a culturally appropriate service</p>	<ul style="list-style-type: none"> <li>• Enrolment</li> <li>• Obtaining informed consent</li> <li>• Assessment</li> <li>• Care planning</li> <li>• Health Education</li> <li>• Complete detailed client records documentation in line with legal and ethical requirements</li> <li>• Make referrals to GP and other services when required.</li> <li>• Relevant staff training completed as required.</li> </ul>
Function as a member of the well child / child health multidisciplinary team	<ul style="list-style-type: none"> <li>• Attend and participate in multi-disciplinary meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Effective relationships with Tuwharetoa Health colleagues are developed and maintained</li> <li>• Working relationships with other health professionals are developed and maintained</li> <li>• Appropriate channels of referral are used</li> </ul>
Reporting	<ul style="list-style-type: none"> <li>• Monthly service reports to the Leadership Team.</li> <li>• Quarterly reports to the funder as per contract.</li> <li>• All reporting is directed to the Team Lead or Service Manager</li> </ul>	