



Capital & Coast District Health Board

ŪPOKO KI TE URU HAUORA

Role Description

Position:	Nurse Practitioner Neonatal
Service:	Neonatal Intensive Care Unit (NICU)
Directorate:	Surgery Womens and Childrens (SWC)
Responsible to:	Charge Nurse Manager

Our Mission:

Together, Improve the Health and Independence of the People of the District

Our Vision

Better Health and Independence for People, Families, and Communities

Our Values:

- *Innovation*
- *Action*
- *A focus on People and Patients*
- *Living the Treaty*
- *Professionalism through Leadership, Honesty, Integrity and Collaboration*
- *Excellence through Effectiveness and Efficiency*

Context that this role operates within

Organisation perspective

The Capital and Coast District Health Board (CCDHB) covers a region extending from Wellington to Otaki. It comprises key delivery arms in primary, secondary and tertiary health. Hospital and Health Services (HHS) is primarily responsible for the hospital and health services delivered via a new Wellington Regional Hospital (opened in March 2009); a secondary and community facility at Kenepuru; a Forensic, Rehabilitation and Intellectual Disability Hospital at Ratonga Rua-o- Porirua; and Kapiti Community Hospital. The total operating budget for the provider arm is approximately \$600M.

There is an ongoing change programme begun in 2008 to resolve HHS performance with a target of achieving performance in the top five District Health Boards and a break even operating result.

We are focused on improving the health of our local people, families and communities – and reducing inequalities within our population. To support this we will ensure:

- integrated delivery of services backed by sound infrastructure
- financial and clinical viability of services, facilities and support
- a “culture” that supports health improvement and addresses disability needs locally and across our region
- the development of clinical leadership
- regional collaboration

Priorities in the current year for HHS are:

- Workforce – being an employer of choice, and developing research and education within the organisation
- Primary, secondary, regional and national collaboration
- Focus on infrastructure to support clinical work
- Clinical Governance and strengthening our Quality and Safety Culture
- Continued devolution of authority and decision making
- achieving an activity-led financial recovery
- devolution of authority and decision-making

Directorate perspective:

Surgery Women and Children’s (SWC) Directorate comprises five business groups – Child Health Service, Women Health Services, 2 Surgical Service groups and another group covering Anaesthesia, ICU, Theatre and the 24 Hour Operations Service. It has approximately 2000 employees including 45 managers.

The key areas of focus for the Surgery, Women and Children's Directorate are to:

- Increase efficiency and effectiveness of CCDHB’s Orthopaedic Service
- Increase operating theatre efficiency and deliver the highest level of service
- Maximise utilisation of Kenepuru Operating Theatre
- Increase leadership capability within our nursing staff
- Lead the establishment of sustainable nursing models within the in-patient wards and the redevelopment of the paediatric facilities

- Lead and develop new ways of working across the directorate between primary, community and secondary health care settings.
- Ensure clinical efficiencies and the effectiveness of clinical supply use across the directorate
- Lead expanded collaboration with Hutt Valley and Wairarapa DHBs to establish wider regional clinical services
- Ensure in the expenditure areas of Nursing Labour and Management/Administration Labour that the directorate is within benchmark of our peer DHBs.

Service perspective:

The multidisciplinary team in Children's Health is dedicated to ensuring that care of the infant/child/young person and family is paramount. The Service provides an integrated mix of inpatient/outpatient/day patient and domiciliary services for infants, children and young people from a wide range of backgrounds and ethnicities from birth up to sixteen years of age. Services are delivered in Wellington and Kenepuru Hospitals, Puketiro Centre, Kapiti Health Centre, out reach clinics and the infants and children's own homes.

The Children's Health Service comprises resourced inpatient cots/beds for 60 infants, children and young people. This service encompasses a Neonatal Intensive Care Unit (NICU) with a dedicated homecare team. There are two inpatient wards, one for children of 6 years and under, and one for children over 6 years which includes the regional oncology service. The ambulatory service includes a Children's Acute Assessment Unit, day stay ward, paediatric outpatient service and a community paediatric nursing team in Wellington, an acute assessment and outpatient facility at Kenepuru, and outpatient clinics at Kapiti. Children's Health also includes a Child Development Team and the Regional Genetics Service.

Level III Neonatal Intensive Care Services are provided for the central region of New Zealand including a 24-hour Infant Retrieval Service. Level II Neonatal Services are provided for the Wellington Metropolitan and Kapiti / Porirua areas. A neonatal Homecare Service provides transition nursing support for infants in the Capital & Coast catchment area. The NICU also has responsibility for provision of a telephone consultation service to the region and provides education and consultation to level II referral units.

Home support and advice is provided for families domiciled in Wellington and telephone advice and support for families/health professionals outside Wellington. The service comprises home visits seven days/weekly and Monday-Friday duties in the Neonatal Intensive Care Unit preparing families for discharge.

Role Perspective

The Nurse Practitioner (NP) Neonatal role is integral to the provision and on going development of high quality neonatal care - that promotes optimal experience and outcomes for infants and their whanau/families. This role supports the high level function of the multidisciplinary team (MDT) committed to a gestational model of care delivery.

As clinical leaders the NP works across healthcare settings and influence health service delivery. The NP manage clinical case loads autonomously and in collaborative teams with other health professionals within NICU, delivery suite, post natal wards and outlying Services to improve access to advanced neonatal clinical care.

The NP leads the transport team in the baby retrieval and returns, directing and working with the Transport Registered Nurse.

The NP role looks to providing clinical governance through nursing leadership, research utilisation and activities to contribute to practice excellence and innovation within the Neonatal Service.

The NNP will provide advanced nursing skills and knowledge to:

- improve health outcomes in the neonatal population by providing clinical expertise, advanced skill and judgement (both clinically and professionally)
- diagnose, plan, deliver, evaluate and modify care based on evidence and best practice guidelines - for sick babies and their whanau/families (population)
- provide leadership and consultancy within the Neonatal Service and other DHB services demonstrating academic and technical ability with clinical expertise to support the development of care (knowledge and skills) for managing infants with complex health needs
- role model advanced communication skills, that support partnership with nurses and other multi-disciplinary professionals both clinically and professionally
- work autonomously, but will seek direction, advice or assistance from other members of the team, including senior clinical staff, in a timely and appropriate manner
- be innovative and seek means of incorporating evidence-based research into practice, leading practice development and change to improve outcomes
- maintain a visible and credible profile in regional, national (and/or international) nursing, health and advisory groups
- carry out research/audit activities and projects to improve the outcome of the neonatal population
- Contribute to improved coordination of care across sectors and disciplines by providing clinical expertise as a member of the senior NICU clinical team to the Charge Nurse Manager (CNM) and Operations Manager for the Children's' Health Service

While the role reports to CNM for Neonatal Services it is expected that the NP will have a close working relationship with the:

- Associate Director of Nursing –SWC Directorate (ADON -SWC)
- Identified Senior Medical Officer (Consultant) as a clinical mentor
- Director of Nursing & Midwifery supported by the ADON-Practice Development.

Purpose of the role

To provide and facilitate comprehensive clinical care and advanced nursing expertise for neonates with complex needs. This includes consultation, diagnosis, direct care and treatment as well as providing support through clinical advice, training and education to relevant staff to ensure the delivery of high quality specialist neonatal care for sick babies and their whanau/families (population)

Key Accountabilities

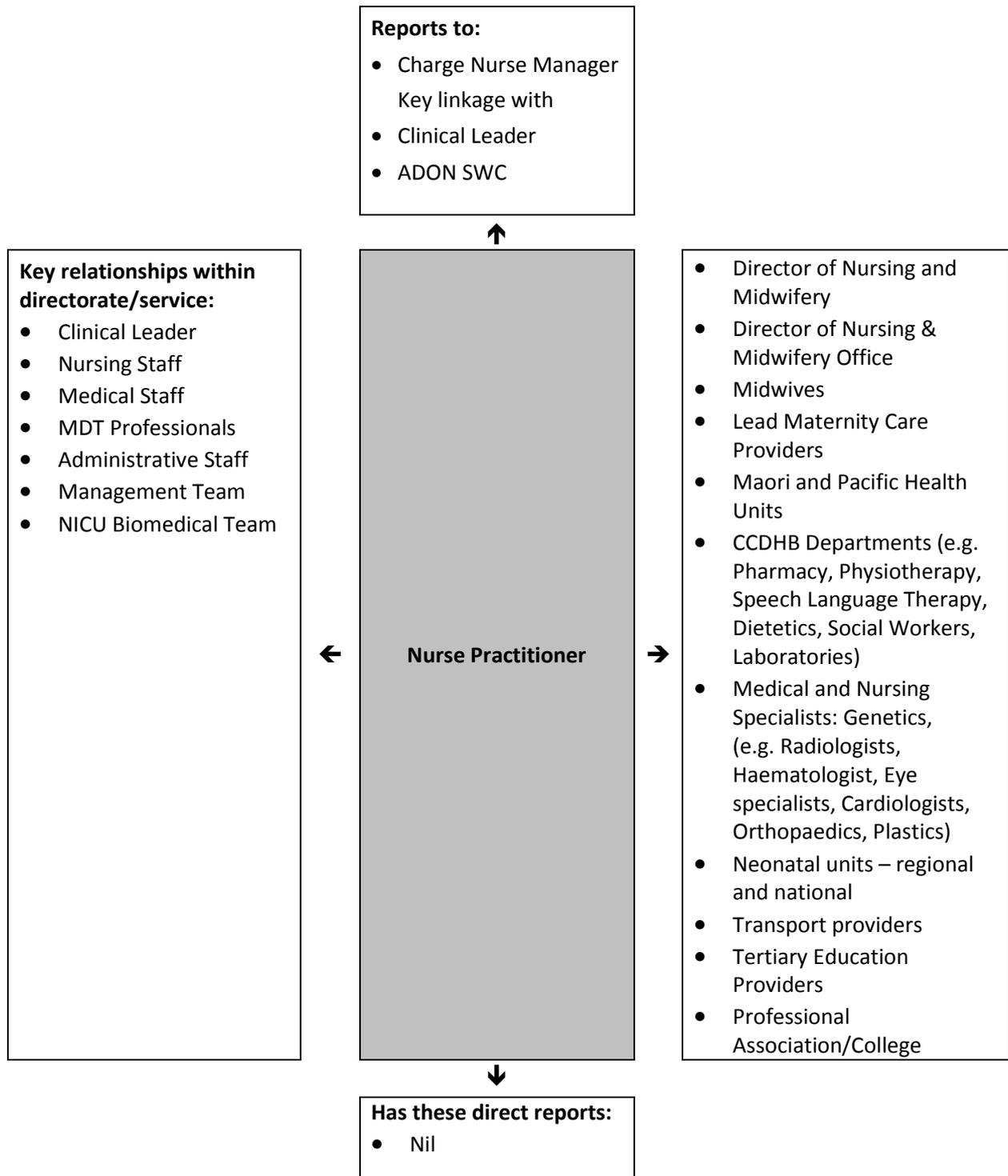
Key Accountability	Deliverables / Outcomes	Key Performance Indicators / Measures
1. Professional responsibility and leadership	<ul style="list-style-type: none">• Demonstrates nursing leadership that positively influences the nursing profession and Service• Role models and leads advanced nursing practice characterised by critical thinking, evidence based clinical knowledge in the health care services provision for neonates and infants (population) in a variety of settings• Collaborates and leads effectively in teams to promote optimal nursing contribution in the Neonatal Service, with relevant multidisciplinary (MDT) groups• Clinical decision making processes consider actual and potential health needs for the population• Leads, initiates or participates in complex clinical situations, and staff debriefings• Identify, explore and implement strategies and innovative practices that contribute positively to the populations health status and outcomes• Considers the impact of the wider determinants of health including emerging health policy, findings and modifies practice accordingly• Identify practice areas of concern and collaborates to address practice and knowledge gaps• Demonstrates skilled mentoring, coaching and teaching of health care colleagues in clinical practice and in clinical release time• Upholds the Treaty of Waitangi and cultural safety for all peoples	<ul style="list-style-type: none">• Contribution at relevant meetings and service planning• Application/adaptation of advanced nursing knowledge and clinical expertise to improve direct care and health outcomes• Leadership role in complex clinical care situations across settings and disciplines and debriefing activities• Recognised and accessed as a advanced nursing practice resource and authority in neonatal care across health services locally and regionally and contributes nationally• Feedback from NICU clinicians and other local and regional DHB services• Evidence of creatively supporting nursing knowledge extension and delivery of expert care within resource constrained environments• Activities at a local systems level promote a positive nursing contribution to health care delivery, equity and outcomes• Patient and service feedback /evaluation of NP activities• When identified follows through with required change to systems and processes as necessary• Clinical leadership input to relevant service development and national submissions and consultancy evident• Teaching record• Mentoring, coaching and teaching feedback• Contributes to a culturally safe environment for all peoples and role models effective care linked with working both with Māori peoples' social and physical contexts

<i>Key Accountability</i>	<i>Deliverables / Outcomes</i>	<i>Key Performance Indicators / Measures</i>
2. Clinical expertise and nursing care management	<ul style="list-style-type: none"> • Demonstrates best practice for through advanced comprehensive health assessment skills and diagnostic decision making to implement and evaluate care and treatment • Demonstrates accountability for autonomous, interdependent and collaborative practice in relation to patient care within the MDT role • Uses pathophysiology and pharmacology knowledge, and advanced holistic clinical assessment skills to perform diagnoses and to plan investigations, care and treatment including prescribing practice • Prescribe medications, interventions and appliances within NP role development level in line with policies and protocols, and the guiding regulatory frameworks • Audit and review prescribing, manage medication adverse reactions and situations of misuse • Communicates effectively the necessity, preparation, nature and anticipated effects of procedure(s) to family, staff, and other members of the health care team • Utilises clinical reasoning to form sound professional judgements in practice and consults as required • Consistently involves family/whanau in decision making processes aimed at supporting their management strategies • Role models neurodevelopmental and gestational care 	<ul style="list-style-type: none"> • Models expert advanced nursing practice skills and knowledge • Demonstrates effective clinical management of case load • Case load is responsive to role development, expertise/experience and service changing priorities • Consistently uses appropriate tests and investigations based upon the neonates/infants clinical status to support clinical reasoning and document patient's response • Consultancy advice, direction and case management effectively provided • Expertise in own practice is based on the synthesis of theory and practice knowledge from nursing and other disciplines • Case review with SMO confirms evidence of timely referral and consultation when an issue is outside NP or level of expertise/experience • Participates in case and peer review • Feedback from patient/family members • Health care professional feedback on information promptness and quality when addressing identified care issues • Intermittent audit of prescribing practice initially monthly for 6 months, then 6 monthly to support NCNZ prescribing requirements. • Identifies and acts on educational needs of the family/Whanau and clinical staff • Advocates on behalf of patient/family/ colleagues as appropriate

<i>Key Accountability</i>	<i>Deliverables / Outcomes</i>	<i>Key Performance Indicators / Measures</i>
3. Interpersonal, interprofessional practice and quality improvement	<ul style="list-style-type: none"> • Critically reflects on own and colleagues' practice to identify and support practice development and improvement • Works with staff to continuously improve nursing practice and neonatal population outcomes e.g. targeted project, audit and research activities • Fosters collaboration between members of all disciplines in the health care team to work towards seamless quality patient care and family/whanau experience • Actively involved in quality assurance activities to critically review and develop clinical standards to improve the quality of health care • Demonstrates responsibility for quality of health care, risk management and effective resource utilisation • Contributes to increasing practice expertise and improved standards to address reportable events/risks • Anticipate and manage clinical risk in their area • Influences purchasing and allocation of resources through use of evidence based findings • Clinical release time used effectively for teaching and or quality initiatives, research or audit activities 	<ul style="list-style-type: none"> • Continuously improves care processes by generating knowledge from clinical practice to improve patient outcomes and documentation • Champions high standards of care and contributes to review and development of clinical standards, guidelines, protocols polices, practice guidelines • Communicates practice knowledge and vision effectively orally and in writing • Evident participation in practice review and relevant service plans and improvement activities • Reportable events and complaints addressed sensitively with risk minimisation evidence in action plans • Monthly reports document evidence of professional and clinical contribution to practice improvement and quality safe care delivery • Strategic input into service education and quality improvement activities
4. Professional development	<ul style="list-style-type: none"> • Maintain the NCNZ requirements for NP scope of practice registration (e.g. 3 yearly continuing competence requirements) • Annual performance review • On-going practice development opportunities sought for own and NP colleagues role development • Network and participates in advanced practice forums as 	<ul style="list-style-type: none"> • NP Registration continuing competence requirements met • Monthly reports and 2-monthly joint practice review with CNM & ADON PD Record evidence of practice development • Contribution at local, regional and national advanced practice level • Evidence of continued practice and leadership skills in professional development plan, record and career

Key Accountability	Deliverables / Outcomes	Key Performance Indicators / Measures
	<p>applicable</p> <ul style="list-style-type: none"> • Participates in regular formal professional supervision (e.g. individual, group, peer supervision), and practice review with clinical leader or SMO delegate • Keeps up to date with current research and developments through study and annual national &/or international conference participation • Contributes to the identification of possible research/quality practice projects and participates in the development, implementation and feedback 	<p>plan</p> <ul style="list-style-type: none"> • Professional supervision record • Learning contribution evident following conferences attendance and or presentations at national and international events • Contribution to workforce education, advanced practice forums, improvement projects, conferences annually • Research and quality practice development project activities/reports
5.Occupational Health & Safety	<ul style="list-style-type: none"> • Complies with responsibilities under the Health & Safety in Employment Act 1992 • Actively manages risk 	<ul style="list-style-type: none"> • Has read and understood the Health & Safety policy and procedures. • Actively supports and complies with Health & Safety policy and procedures. • Evidence of support and compliance with health and safety policy and procedures including use of protective clothing and equipment as required, active participation in hazard management and identification process, and proactive reporting and remedying of any unsafe work condition, accident or injury.

Key Relationships & Authorities



Capability Profile

Competencies

The role holder must be able to demonstrate achievement of the Nursing Council New Zealand (NCNZ) competencies for the Nurse Practitioner scope of practice. See

www.nursingcouncil.org.nz and www.hpca.govt.nz.

In addition to the above, solid performance in the role requires demonstration of the following CCDHB competencies. These competencies provide a framework for selection and development.

Competency	Behaviours
Communication and Interpersonal Skills	<ul style="list-style-type: none">• Has excellent communication and negotiation skills so that appropriate and timely clinical care can be provided in a cohesive manner from a range of services across continuum of care.• Situations may often call for tact, diplomacy and will require information to be handled in a discreet and sensitive manner• In conflict situations is able to exercise sound judgement, negotiation and persuasiveness skills, toward facilitating a workable outcome.
Problem solving	<ul style="list-style-type: none">• Uses rigorous logic and methods to solve difficult problems with effective solutions• There will be a requirement to be able to prioritise issues and negotiate time frames, while still providing a quality customer service.• The range of problems will be diverse and require solutions customised to meet the circumstances of the patient/family• Probes all fruitful sources for answers• Can see hidden problems• Is excellent at honest analysis
Priority setting	<ul style="list-style-type: none">• Spends his/her time and the time of others on what's important• Quickly zeroes in on the critical few and puts the trivial many aside• Can quickly sense what will help or hinder in accomplishing a goal• Eliminates roadblocks• Creates focus
Customer Focus	<ul style="list-style-type: none">• Is dedicated to meeting the expectations and requirements of internal and external customers• Gets first-hand customer information and uses it for improvements in products and services• Acts with customers in mind• Establishes and maintains effective relationships with customers and gains their trust and respect
Integrity and trust	<ul style="list-style-type: none">• Is widely trusted• Is seen as a direct, truthful individual• Can present the unvarnished truth in an appropriate and helpful manner• Keeps confidences• Admits mistakes• Doesn't misrepresent her/himself for personal gain

Competency	Behaviours
Negotiating	<ul style="list-style-type: none"> • Can negotiate skilfully in tough situations with both internal and external groups • Can settle differences with minimum noise • Can win concessions without damaging relationships • Can be both direct and forceful as well as diplomatic • Gains trust quickly of other parties to the negotiations • Has a good sense of timing
Teamwork	<ul style="list-style-type: none"> • Develops constructive working relationships with other team members. • Has a friendly manner and a positive sense of humour. • Works cooperatively - willingly sharing knowledge and expertise with colleagues. • Shows flexibility - is willing to change work arrangements or take on extra tasks in the short term to help the service or team meet its commitments. • Supports in word and action decisions that have been made by the team. • Shows an understanding of how one's own role directly or indirectly supports the health and independence of the community.
Taking responsibility	<ul style="list-style-type: none"> • Is results focussed and committed to making a difference. • Plans and organises work, allocating time to priority issues, meeting deadlines and coping with the unexpected. • Adjusts work style and approach to fit in with requirements. • Perseveres with tasks and achieves objectives despite obstacles. • Is reliable - does what one says one will. • Consistently performs tasks correctly - following set procedures and protocols.
Cultural Skills	<ul style="list-style-type: none"> • Words and actions show an understanding of the implications for one's work of Te Tiriti o Waitangi principles and Maori perspective as tangata whenua. • Values and celebrates diversity - showing respect for other cultures and people's different needs and ways of living. • Shows an awareness of gaps in, and a desire to increase, cultural knowledge and inter-cultural practice relevant to one's work. • Accesses resources to make sure culturally appropriate and language appropriate services are provided. • Draws on a client's own cultural resources and support frameworks.

Other aspects of capability not covered by the above competencies

a) Knowledge and Experience:

- Working across care settings
- Practice leadership
- Knowledge of current issues within nursing and in neonatal care
- Sound knowledge and understanding of medico/legal and ethical responsibilities
- An understanding of population health
- Evolution of excellent communication, interpersonal and facilitation skills
- Knowledge of clinical quality improvement strategies
- Demonstrate an ability to access and use available clinical information systems
- Advanced clinical assessment and management skills in define specialty patient care

b) NP Essential Professional Qualifications / Accreditations / Registrations:

- Registration with the Nursing Council of New Zealand as a NP Neonatal
- NP roles and experience when applicable

c) Someone well-suited to the role will place a high value on the following:

- Skills in priority setting, delegation and planning
- The ability to communicate effectively with all levels of staff and develop relevant networks
- The ability to work in a wide range of patient settings
- A capacity to demonstrate strong clinical leadership
- Coordination of services for neonates/family/whanau
- Delivering identified outcomes
- Measurement and monitoring care
- A strong patient care focus with strengths in sharing that information
- High quality care for the neonates/infants /family/whanau
- Ability to self evaluate and critically reflect on practice
- The development of the nursing profession
- Applied research

CCDHB is committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.

CCDHB is committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Maori cultural practices.

The role description will be reviewed regularly in order for it to continue to reflect the changing needs of the organisation. Any changes will be discussed with the position holder before being made. When the NCNZ change the NP competences the RD changes will reflect these.