

Austin Health

Position Description



Position Title: Registered Nurse Grade 2

Classification:	Registered Nurse Grade 2 YP3 - YP9
Business Unit/ Department:	Ambulatory Care Centre and Transit Lounge
Work location:	Austin Health
Agreement:	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Employment Type:	Fixed-term parental leave cover
Hours per week:	28
Reports to:	Nurse Unit Manager
Direct Reports:	N/A
Financial management:	Budget: N/A
Date:	2025

About Austin Health

Austin Health is one of Victoria's largest health care providers. We deliver services for patients across four main sites in Melbourne, in locations across our community, in people's homes, and within regional hospitals across Victoria. We are an internationally recognised leader in clinical teaching, training and research, with numerous university and research institute affiliations.

We employ approximately 9,500 staff and are known for our specialist work in cancer, infectious diseases, obesity, sleep medicine, intensive care medicine, neurology, endocrinology, mental health and rehabilitation.

Our vision is to shape the future through exceptional care, discovery and learning. This is supported by our values which define who we are, shape our culture and the behaviours of our people.

We aim to provide an inclusive culture where all staff can contribute to the best of their ability and strive to develop further. We recognise that our people are our greatest strength. We want them to thrive, be their best selves and feel engaged, safe and empowered. To achieve this, diversity and inclusion is essential to our culture and our values. You can view our current Diversity and Inclusion Plan [here](#).

Position Purpose

As a Registered Nurse at Austin health, you are responsible for planning, implementing and evaluating evidence-based nursing care in collaboration with the multidisciplinary team to achieve optimal healthcare outcomes for our patients.

The registered Nurse is a key member of the health care team responsible for ensuring nursing professional, organizational, legal and ethical standards are met. The Registered Nurse is responsible for supervising and delegating to other health professionals such as Enrolled Nurses.

About The Ambulatory Care Centre and Transit Lounge

The Ambulatory Care Centre is a custom built day treatment centre, which cares for patients requiring inpatient treatment but who do not require an acute inpatient bed or overnight stay.

The Ambulatory Care Centre is a new approach towards caring for acute and chronic medical patients. . Complimenting existing inpatient and outpatient services, the Centre has been established to provide an innovative and flexible patient centred model of care for medical patients requiring acute management, intervention and prevention. The Ambulatory Care centre provides care to patients under a number of specialties, including Gastroenterology, Neurology, Haematology, Medical, LTU, ID, Renal & Clinical Trials.

The treatment area has room for 29 patients with 19 treatment chairs and 10 trolleys. ACC also has two procedure rooms, 1 isolation room and 3 consultation rooms.

ACC caters for several treatments and procedures including:

- Medical review/consultations
- Renal Biopsies
- Liver Biopsies
- Bone Marrow Biopsies
- Lumbar Puncture
- CVAD Dressings
- IVT
- IVAB's
- Iron Infusions
- IVIG infusions
- Blood Transfusions
- Infliximab Infusions
- Permacath Removal
- Trial of Void
- Pentamidine Nebulizer
- Pre surgery / Organ Transplant Workups
- Drug & Antibiotic Allergy Service admission
- Any treatment, investigation or procedure that does not require the patient to stay overnight.

Patients may be admitted for one day or consecutive days for ongoing treatment.

Transit lounge is open Monday – Friday 0800-1830, Saturday-Sunday 0800-1630hrs (excluding public holidays unless business requirements determine the need to). Transit Lounge can accommodate 12 patients at a time, with 10 chairs and 2 beds available. Transit Lounge is staffed by three nurses and a ward clerk.

Transit Lounge plays an essential role in assisting with patient flow by allowing acute beds to be vacated in a timely manner. Patients waiting to be discharged have a comfortable and safe environment in which to wait. Patients may also wait in Transit Lounge for admission to a ward from the Emergency or Outpatient departments, or present to Transit Lounge as a direct admission.

Patients can receive nursing care whilst in transit lounge, including observations, IVAB's, infusions and IVC removal. Patients can also be reviewed by the multidisciplinary team while awaiting discharge or transfer to a sub-acute bed.

Purpose and Accountabilities

Role Specific:

Direct Clinical Care:

- Act as clinical mentor/preceptor to entry to practice/ nursing students.
- Utilise patient assessment information to adjust the care plan to meet health care needs.
- Facilitate active patient involvement in adapting goals of care and ensure patient understanding through 'teach back'.
- Escalate to the multidisciplinary team to modify the plan of care where abnormalities in assessment information are identified, and the clinical situation is unfamiliar or unexpected.
- Document comprehensive care priorities including discharge planning that is aligned with goals of care and patient assessment information.
- Prioritise and deliver care within scope of practice and according to nursing care plan.
- Facilitate active patient/family participation in delivery of goals of care, including handover.
- Recognise and seek support when input is required from senior/experienced staff.
- Recognise normal baseline and abnormal patient information; ensure escalation of care where abnormal findings are identified.
- Complete all clinical requirements of nursing orientation and induction module.
- Make appropriate referrals to the multidisciplinary team to pre-empt needs of the patient and follow up that the referral has been actioned.
- Maintain current contemporaneous documentation regarding patient care delivery.
- Recognise when care is outside of expected trajectory and escalate concerns.
- Actively participate in huddles and handover process recognising deviation from handover content to clinical presentation.

Education:

- Contribute to the education and development of other nurses at ward/unit level, as

appropriate, to own role and level of experience.

- Offer feedback to others that is specific, supportive, and non-judgmental.
- Participate in professional development activities within clinical environment such as involvement in ward/unit portfolios.
- Maintain professional practice portfolio to reflect development of knowledge and skills over time.
- Increase scope of practice by participating in core competencies relevant to specialty practice.
- Identify opportunities for educational resources/ strategies to assist in delivery of bedside teaching.

Research:

- Assist in development of Austin Health evidence based guidelines.
- Understand research evidence and supporting guidelines related to area of nursing practice.
- Understand the importance of research in the development of nursing practice.
- Support local research activities including literature review and data collection.

Support of Systems:

- Understand the Austin Health vision and strategic priorities.
- Understand the Austin Health Nursing Vision: Austin nurses working alongside Austin Nurses 24/7 to deliver reliable, safe, person-centred care.
- Work within the National Safety and Quality Health Service (NSQHS) Standards providing evidence-based nursing care.
- Ensure practice compliance for all relevant guidelines and procedures.
- Model professional behaviours and actions when risk and incidents are identified.
- Understand and follow workplace safety principles.
- Contribute to workplace safety audits.
- Understand Austin Health Clinical informatics systems including Cerner, First Net, PACS, Patient Journey Board, EMR, ATLAS, etc.
- Demonstrate safe and ethical practice within health informatics systems.

Professional Leadership:

- Provide appropriate delegation, supervision and support to all staff as per NMBA Decision Making Framework.
- Reflect on own values, beliefs, communication style and experiences and consider how this influences own workplace behaviour.
- Role model Austin Values in daily practice.
- Clearly recognise own accountability for actions and behaviours as delegated as per NMBA Decision Making Framework.
- Recognise, acknowledge and value the unique contribution of individuals.

All Employees:

- Comply with Austin Health [policies & procedures](#) as amended from time to time
- Comply with the Code of Conduct and uphold our values, and diversity and inclusion commitments
- Maintain a safe working environment for yourself, colleagues and members of the public. Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself
- Comply with the principals of patient-centred care
- Comply with Austin Health mandatory training and continuing professional development requirements
- Work across multiple sites as per work requirements and/or directed by management

People Management Roles:

- Maintain an understanding of individual responsibility for safety, quality & risk and actively contribute to organisational quality and safety initiatives
- Ensure incident management systems are applied and a response to local issues and performance improvement occurs
- Support staff under management to comply with policies, procedures and mandatory training and continuing professional development requirements

Selection Criteria

Essential Knowledge and skills:

- A commitment to Austin Health values
- Registered Nurse Division 1 (General) registered with the Nursing and Midwifery Board of Australia
- Significant acute nursing experience
- A patient focused approach to care
- A positive approach to ongoing self-education and skill development
- A flexible, innovative team-oriented approach to service delivery
- A positive approach to change and diversity
- Ability to work autonomously and within a multidisciplinary environment
- Up to date first line emergency skills including BLS and appropriate rapid assessment and decision making to manage an acutely unwell patient
- A flexible, innovative team-oriented approach to care
- IV Cannulation
- Performing Venepuncture
- Insertion & management of an indwelling catheter (both male & Female)
- Blood & Blood product administration
- Care of CVAD devices including IV drug administration (Infusaport, CVC, Vascath, Hickmans, Permacath, PICC)
- 12 Lead ECG Monitoring
- Exceptional time management skills
- Willingness to work in all areas of the Ambulatory Care Centre and Transit Lounge as required
- Flexible to work all shifts across a 7-day model, according to service needs.

Desirable but not essential:

- A sound understanding of information technology including clinical systems, applications relevant to the Management of rostering and risk management reporting or as required for the role and/or department.
- Previous experience working in an Ambulatory Care Setting
- Relevant postgraduate qualification

General Information**Austin Health is a Child Safe Environment**

Austin Health is committed to child safety. We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

Equal Opportunity Employer

We welcome applications from Aboriginal and Torres Strait Islander people. For any support throughout the recruitment process or further information about working at Austin Health, please follow this link to Aboriginal Employment on our [website](#)

Document Review Agreement

Manager Signature	
Employee Signature	
Date	