Te Whatu Ora
Health New Zealand

POSITION DESCRIPTION

POSITION: Associate Director of Nursing (ADON) Mental Health and Addictions (District Wide)

RESPONSIBLE TO: General Manager Mental Health and Addictions.

PROFESSIONALLY RESPONSIBLE TO: District Chief Nurse

Te Whatu Ora Health New Zealand (Nelson Marlborough)

Our vision: All people live well, get well, stay well. Kaiao te tini, ka ora te mano, ka noho ora te nuinga.

Our mission: Working with the people of our community to promote, encourage and enable their health, wellbeing and independence

Our Values – Ā Mātou Uara:

Respect: We care about, and will be responsive to, the needs of our diverse people, communities and staff.

Innovation: We will provide an environment where people can challenge current processes and generate new ways of working and learning.

Teamwork: We create an environment where teams flourish and connect across the organisation for the best possible outcome.

Integrity: We support an environment which expects openness and honesty in all our dealings and maintains the highest integrity at all times.

Te Whatu Ora (Nelson Marlborough) is responsible for the effective delivery of health services to the people of Nelson, Tasman and Marlborough. This includes hospital-based services, community-based services and referrals to appropriate tertiary centres. (See further background in Appendix 2.)

PURPOSE OF POSITION

- The ADON Mental Health will lead and support operational management of high performing mental health and addictions operations and nursing teams.
- The ADON Mental Health is a key professional nursing leadership position within Te Whatu Ora (Nelson Marlborough) and will be part of the Director of Nursing's Professional leadership group providing effective contemporary Mental Health nursing leadership and professional direction setting for efficient and effective mental health care delivery.
- The role will facilitate an integrated approach across all mental health inpatient and community-based nursing teams employed or contracted by Te Whatu Ora (Nelson Marlborough).

- This role in partnership with the District Chief Nurse will facilitate the development, supervision and support for key nursing leadership roles, clinical and non-clinical, across services, including a focus on increasing opportunities for Nurse Practitioners, and Clinical Nurse Specialist's across our services.
- The role will also initiate professional nursing workforce planning and implement change processes as appropriate; guide the initiation and integration of current nursing evidence into practice development and monitor the delivery of quality nursing systems in an integrated service delivery model of mental health.
- The ADON Mental Health will work to enhance and support clinical governance, adverse event reviews and service delivery across the service, across district. Collaborate with multidisciplinary teams to enhance patient outcomes.
- The ADON Mental Health will consult with the District Chief Nurse on nursing and may represent the District Chief Nurse in local, regional, and national forums as agreed. The ADON will support the leadership team to ensure that quality systems are in place within and across the services and district to enhance nursing sensitive quality indicators and the delivery of care. Key partners across the operational space are the MH&A operational and service managers Nelson and Wairau.
- This role will be the key point of contact regarding implementation and ongoing management of Care Coordination Demand Management (CCDM) / safe staffing systems and processes
- This role also fulfils the role of Te Whatu Ora (Nelson Marlborough) district wide restraint coordinator and will lead the expected outcomes required of the mandatory role.

RESPONSIBILITIES	EXPECTED OUTCOMES
Domain One - Professional Responsibility *Domain One contains competencies that relate to professional, legal and ethical responsibilities and cultural safety. These include being able to demonstrate knowledge and judgment and being accountable for one's actions and decision, while promoting an environment that maximizes client's safety, independence, quality of life and health.*	
1.1. Provides professional direction, leadership, and management of nursing service delivery. Demonstrates an understanding of the context of mental health nursing care delivery: how illness episodes affect individuals and society and the influence of cultural and socioeconomic factors	Personally, practices in accordance with legal, ethical, cultural safety and professional standards. Maintains an overview of the clinical/professional issues/ standards of practice and trends affecting nurses within the service, assisting with the implementation of action plans to address and monitor effectiveness. Articulates and actively contributes to achievement of the deliverables required within the Te Whatu Ora (Nelson Marlborough) Annual Plan and the Regional Services Plan. Identifies issues related to access and equity of services across Te Whatu Ora (Nelson Marlborough) communities recognising how mental health nursing practice and delivery improves and influences care delivery in the Te Whatu Ora (Nelson Marlborough) health system. Demonstrates cognisance of factors that contribute to the over-representation of Māori in all health statistics and recognises that Tikanga Māori values and health planning strategies are key to improving Māori health outcomes. Demonstrates commitment to the Treaty of Waitangi principles of partnership, participation, and protection. Demonstrates leadership in ethical decision making and patient advocacy in all activities. Makes an effective contribution to mental health service and quality planning activities in partnership with unit managers and the wider multi-disciplinary team.

Domain Two - Management of Nursing Care *Domain Two contains competencies that are related to client assessment and the management of client care, which is responsive to clients' needs and is supported by nursing knowledge and evidence-based research.* *Domain Two – Management Competencies* *Promotes an environment that contributes to the ongoing demonstration and evaluation of competencies; Promotes a quality practice environment that supports nursing practice and encourages learning and evidence based practice and participates in professional activities to maintain current knowledge of trends and issues in mental health nursing.*	
2.1. Demonstrates operational application of comprehensive, professional, educational, planning, leadership and management across the nursing service and across the district.	Takes a leadership role in planning and implementing mental health initiatives with service improvement and a nursing and multidisciplinary approach and focus. Provides leadership and role models appropriately to senior nursing staff across the mental health services to ensure that nursing and practice standards are consistent with evidence-based nursing practice and the vision and philosophy of Te Whatu Ora (Nelson Marlborough). Maintains an overview of the clinical/professional issues/standards of contemporary mental health nursing practice and trends affecting nurses within the service, implementing action plans to address and monitor effectiveness. Provides professional guidance, coaching and mentorship to all senior nursing positions within mental health Services. Develops an evidence-based quality focused professional nursing culture across mental health services. Ensures that nursing staff have the opportunity to contribute to service decision making and the achievement of outcomes. Works with the ADON Workforce and the mental health Service to provide input into New Graduate NESP recruitment processes. Works in partnership with the ADON – Workforce and the wider Mental Health Nursing leadership team to identify opportunities for nursing Professional Development aligned to Service development and requirements. Works in partnership with the ADON for Workforce, the Professional development team and Unit Managers to ensure that student placements are prioritised in line with the national workforce plan.

2.2. Demonstrates the knowledge and skills required to effectively enhance the coordination of patient focused nursing care within mental health services.	Provides expert nursing advice and support to the wider mental Health leadership team and significant primary and community partners as appropriate, this includes but not restricted to: PHO, ARC Facilities, Iwi providers as needed. Identifies opportunities and has high level input into operational business cases for development of new nursing positions as agreed with the General Manager and District Chief Nurse. Participates in the selection of nurses for designated senior nursing positions within mental health in collaboration with appropriate others. Ensures input into the Mental Health Quality Plan development annually.

Domain Three - Interpersonal Relationships *Domain Three contains competencies that relate to interpersonal and therapeutic communication with clients, other nursing staff and inter-professional communication and documentation.*	
3.1. Demonstrates the leadership knowledge and skills required for effective communication with all key stakeholders within Mental Health Services and the wider health system	Provides timely and clear feedback to Unit Managers and coordinators regarding nursing care delivery, service performance and nursing quality. Mets regularly with the District Chief Nurse to ensure clear expectations/boundaries for all nursing leadership roles in mental health Services are developed, understood, and maintained. Ensures relevant information from meetings is fed back to the District Chief Nurse and to the General Manager or others as appropriate. Makes recommendations to the General Manager and the District Chief Nurse as required on senior mental health nursing activities/performance. Demonstrates knowledge and skills in communication, advocacy, negotiation, and conflict resolution. Provides leadership in the form of advice, coaching and support for clinical unit leaders to develop their nursing workforce and to manage difficult staffing situations within their units/teams. Provides support to mental health areas with Trend care compliance related to nursing utilisation and CCDM outcomes identifying trends and making appropriate recommendations, once the methodology has been confirmed. Regularly reports to the General Manager and District Chief Nurse in a timely manner that identifies service activities, significant variances, key professional issues and directions. Provides leadership and support that develops nurses in line management roles to effectively address performance deficits within the service related to professional nursing / clinical issues. Ensures that there are effective and timely communication strategies within mental health for all stakeholders. Actively engages with mental health services to support budget and revenue activities.
3.2. Demonstrates effective communication, coordination and collaboration with other health professionals to improve patient outcomes	Effectively communicates and collaborates with the wider multidisciplinary team to ensure patient quality and safety. Actively supports variance requirements for nursing staffing deployment and supports unit managers to maintain patient quality and safety outcomes and the patient/whanau satisfaction experience.

Domain Four - Interprofessional Health Care and Quality Improvement *Domain Four contains competencies to demonstrate that the nurse, as a member of the health care team evaluates the effectiveness of care and promotes a nursing perspective within the inter-professional activities of the team.*	
4.1. Professionally leads effective teamwork and communication within nursing and the inter-professional clinical teams.	Provides expert professional and operational clinical advice for Nursing leaders including the CNMs and Nurse educators and the wider service teams as appropriate. Participates as appropriate in team meetings to plan safe quality clinical care. Proactively raise issues affecting client care or access to care. Utilises and acknowledges other health care team members expertise to resolve care issues or to lead initiatives across Mental Health Services. Collaborates with other providers across the district to establish optimum service delivery. Actively engages with medical clinicians and other health professionals to design care models and strategies or solve issues or problems. Ensures the tangata Whai ora are central to the services culture. Develops a quality focused professional nursing culture across Mental Health Services ensuring professional support and advice is provided to nurses within each area.
4.2. Participates in risk management and quality assurance	Implements systems to ensure that all nursing areas within mental health have processes to establish, monitor and review the service specific standards of practice and indicators of contemporary mental health nursing practice. Ensures that the Te Whatu Ora (Nelson Marlborough) policy development and implementation process is observed. Ensures that the service has in place credentialing processes to ensure the service meets the organisation's requirements. Including oversight and development of restraint education and meeting of mandatory legislative requirements. Works with peers within the service to maintain a quality nursing care delivery model that reflects contemporary evidence-based practice.
4.3. Demonstrates an ability to apply ethical and legal principles to patient care issues	Demonstrates an understanding of the legal, political and ethical issues in mental health and the implications of these issues for nursing practice. Is cognisant of the ethical issues and management in relation to data protection, confidentiality and security of records and boundaries as identified within the Nursing Council of NZ Code of Conduct.

4.4. Demonstrates a commitment to ongoing personal professional development and clinical competence	Acts as a role model in terms of professional conduct. Maintains and continuously develops clinical expertise in the specialist area of mental health nursing practice. Maintains own professional portfolio Designated Senior portfolio. Proactively participates in own performance development and appraisal. Participates in educational opportunities relevant to the role and maintains regional and national networks.
4.6 A cohesive high performing nursing culture is developed and retained	Provides support, mentorship and coaching and professional development opportunities for nursing within Mental Health Services. Effectively monitors staffing levels and skill mix with managers, team leaders and coordinators to meet service delivery requirements in accordance with organisational policies, utilising available information including effective use of TrendCare once implemented. This includes safe staffing events and support to the leadership team to manage Safety first events. Works with managers, Nurse Educators co-ordinators and Charge Nurse managers to support nursing recruitment and comprehensive orientated to the organisation. This includes utilising the preceptorship model and a structured tiered orientation. Professional nursing staff are multi-skilled and able to provide effective clinical guidance, support and expertise to other clinical areas if and when required. *All nursing staff* are actively engaged in the achievement of PDRP competency and multiple levels of competency are demonstrated across the nursing teams. In partnership with the wider mental health leadership team including the ADON Workforce to ensure that nursing staff have regular feedback on performance against Te Whatu Ora (Nelson Marlborough), Nursing Council, Q&SC and MOH standards and policies. Performance or behaviour below the expected standard is identified, documented and managed in conjunction with Associate Charge Nurse Managers, HR, General Manager and Director of Nursing Midwifery as required. Participates in mental health team meetings using these as an opportunity to share information, facilitate discussion, consultation and decision making related to team function and outcomes.

Maintains own professional development	Actively participates in annual performance review process identifying ongoing professional development requirements. Monitors national and international trends in the areas of nursing practice and can utilise same in service as appropriate. Critiques research findings and models integration of these as the basis for contemporary mental health nursing practice. Presents papers at conferences as agreed with the DISTRICT CHIEF NURSE. Initiates, participates and publishes local evidence research in relevant journals.
Health and Safety	Ensure that the service meets its obligations in respect of: - meeting legislative requirements - the organisation's health and safety policies - the ACC Partnership Programme. Ensuring that all staff incidents and notification of hazards are followed up in a timely manner and in accordance with organisationalprocedure.
General	Undertakes assignments or projects as directed by the DISTRICT CHIEF NURSE, General Manager and Te Whatu Ora (Nelson Marlborough). Complies with requirements outlined in appendices 1 & 3.

PERSON SPECIFICATION

QUALIFICATIONS

- Registered Nurse with a minimum of 5 years recent experience since registration in relevant area/s
- Current annual Practising Certificate
- Current Expert or Designated Senior Nurse portfolio
- Holds, or is concluding a Masters degree qualification
- Previous demonstrated successful Nursing leadership experience
- Full Drivers Licence for Motor Vehicle

EXPERIENCE/KNOWLEDGE

.

- Previous mental health nursing leadership experience
- Previous experience of being a DAO (Duly Authorised Officer) of the Mental Health Act.
- Demonstrated leadership experience within contemporary professional nursing at a senior level.
- Demonstrated operational management experience within a complex health environment.
- Demonstrated skill to multi-task and manage multiple projects reprioritising same as required.
- Proven ability to develop close working relationships with secondary, primary and community teams across the district.
- Proven ability to drive equitable outcomes for Maori and Priority populations. Aligning to Pae Ora.

KNOWELDGE OF

- Mental health Policies and Procedures.
- HPCA act and its amendments
- Mental health (Compulsory Assessment and Treatment) Act 2021.
- Substance Addiction (Compulsory Assessment and Treatment) Act 2017
- The Victims' Rights Act 2002
- Criminal Procedure (Mentally Impaired Persons) Act 2003
- Intellectual Disability (Compulsory Care and Rehabilitation) Act 2003
- Land transport Act 1998
- Nursing Council of NZ key documents – Scope of Practice for Nurses; NP, RN, RN Expanded practice, EN; Direction & Delegation; and Educational Standards
- Treaty of Waitangi and its application to the health setting
- Misuse of Drugs Act (1977) and Regulations
- NCNZ Code of Conduct (2012)
- Health & Disability Commissioner (Code of Health and Disability Services Consumers' Rights) Regulations (1996)
- Privacy Act (1993) and Health Information Privacy Code (1994)
- Health and Safety at Work Act (2015)
- New Zealand Health Care Standards
- Te Whatu Ora (Nelson Marlborough) Nursing and Midwifery Policies and Procedures
- Equal Employment Opportunities
- NZNO Code of Ethics (1995)
- NZNO Standards of Professional Nursing Practice (2012)
- Current over-arching NZ Health Strategies
- NZCOM Standards of Midwifery Practice

SPECIFIC SKILLS

- High level of written and verbal communication
- Report writing skills
- Knowledge and experience of effective performance management
- Effective priority setting / time management.
- Demonstrated Problem solving / planning skill
- Demonstrated conflict management skills
- Demonstrated change management skill
- Ability to lead and manage in a fast moving, rapid response environment
- Acknowledged thought leader in contemporary acute healthcare environment in New Zealand
- Knowledge of current issues within nursing in NZ and internationally
- Ability to work independently and be an effective team member
- Knowledge and understanding of medico/legal and ethical responsibilities
- Intermediate knowledge of Microsoft Office applications i.e: Word, Excel, PowerPoint and Outlook
- Keeps up to date with available information technology relevant to position
- Understands and complies with Te Whatu Ora (Nelson Marlborough) Information Technology policies

PERSONAL ATTRIBUTES

- Patient focused
- Courage, tenacity and reliability
- Positive and friendly approach with ability to maintain ongoing courteous rapport in difficult situations
- A personally held clarity and vision for contemporary nursing now and into the future
- Ability to positively manage in a fast paced complex health environment and to ensure that teams and individuals are taken along with all changes proposed or initiated
- Ability to manage rapidly changing environments and demands within acute care
- Demonstrated ability to lead within NZ health sector and enhance professional nursing integration in “all of journey” outcomes
- Demonstrated ability to rapidly assess and analyse situations and to bring robust and workable solutions to issues
- Demonstrated commitment to quality and continuous improvement and the enhancement of nursing sensitive indicators
- Demonstrated ability to be a good listener
- Multidisciplinary team focus
- Empathy and respect for individuals from diverse backgrounds.
- Demonstrated ability to embrace and lead change and implementation processes.
- Demonstrated ability to take initiative and translate a contemporary professional mental health nursing vision for others
- Commitment to ongoing education/professional development

APPENDIX 1

General Responsibilities of an Employee of Te Whatu Ora (Nelson Marlborough)

1. Professional Responsibilities

As an employee of Te Whatu Ora you are required to:

- Maintain any qualifications, including registrations and practising certificates, required for legal and safe practice.
- Keep yourself up to date on knowledge, best practices and legislation relating to your work.
- Make a personal contribution towards effective and efficient working relationships within your team and with other Te Whatu Ora departments.
- Ensure you carry out your work in a way that is customer-focused and meets professional standards.
- In conjunction with your manager, identify your own training needs and plan to meet these needs.
- Manage your own time and prioritise your work effectively**.**

2. Health, Safety and Wellbeing

- Compliance with all health and safety legislative requirements.
- Compliance with the ACC Partnership Programme requirements.
- Compliance with all organisation-wide health and safety policies and procedures.
- Compliance with the Health and Safety Manual, any relevant chemical information and the emergency plan.
- Work is carried out in a healthy and safe manner and others are encouraged and assisted to work in the same way.
- Unsafe workplace conditions/practices (hazards) are identified, reported and mitigated/rectified early.
- Knowledge of identified hazards is kept up to date.
- Reportable event form is completed (via *Safety First)* for any accident or injury which has taken place at work, ensuring, in the case of injury, that your supervisor or manager is notified within 24 hours.
- Co-operation, support and promotion of occupational health and safety actions and initiatives in the workplace.

3. Right to Raise Concerns

- All employees of Te Whatu Ora are expected and encouraged to immediately ask questions, and raise any concerns/issues with their colleagues at their place of work, particularly if the care of a patient could potentially be compromised.
- All staff are expected to act professionally and to actively listen to the concerns or opinions of others being raised at the time.

4. Child Wellbeing and Protection

Te Whatu Ora is committed to identifying, supporting and protecting vulnerable children. The prevention of abuse and enhancing the wellbeing of children and their families aims to keep vulnerable children safe before they come to harm so they can thrive, achieve and belong. As an employee you are required to comply with all relevant legislation e.g. the Vulnerable Children Act 2014 and the Children, Young Persons and their Families Act 1989. You are also required to:

- Contribute to and support the organisation's strong commitment to a child centred approach to protect children across the region.
- Act at all times in the best interest of the children and young people, putting their interests first.
- Ensure collaborative working practices and recording and sharing of information to address abuse, suspected abuse or disclosure of abuse in a timely and appropriate fashion.

5. Legislation, Regulations and Board Policies

You are required to be familiar with and adhere to the provisions of:

- All relevant acts and regulations
- All Board, hospital and department policies
- All relevant procedure manuals
- The “Employee Obligations” within Te Whatu Ora’s Disciplinary Policy.

6. Confidentiality

You are required to:

- Adhere to the Privacy Act 1993, the Health Information Privacy Code 1994 and subsequent amendments in regard to the non-disclosure of information.
- Maintain strict confidentiality of patient, applicant and employee information at all times.

7. Risk Management

You are required to:

- Support and promote actions and initiatives in your work area which enable risks to be identified and eliminated or reduced.
- Be especially aware of those risks which have high cost or safety implications.
- Complete an accident/incident report for any accident, incident or near miss which has taken place at work.
- Respond to complaints according to appropriate policies.

8. Security

You are required to:

- Wear your identification badge at all times when on site or when carrying out official duties.
- Notify Human Resources of any changes required for your ID badge.
- Report any suspicious or unusual occurrence to the security officer, orderly or telephone operator.
- Complete an incident report for any incident which has or might have compromised the safety of staff, patients and visitors.

9. Treaty of Waitangi

Te Whatu Ora is committed to its obligations under the Treaty of Waitangi. As an employee you are required to give effect to the principles of the Treaty of Waitangi: Partnership, Participation and Protection.

10. Smokefree

Te Whatu Ora is a Smokefree Organisation. This applies to all staff and contractors working within Te Whatu Ora buildings, grounds and vehicles. Staff are required to comply with the policy and ensure all visitors, patients and others are informed of the policy. This also applies to Te Whatu Ora staff employed on Board business in the community.

APPENDIX 2

CONTEXT

Te Whatu Ora (Nelson Marlborough) has faced, and continues to face, many challenges, including ageing population, future workforce challenges, financial pressures and population health demands outstripping our ability to continue to fund on the growth trajectory seen over the past few years. In addition, sustaining base hospitals in each of Blenheim and Nelson offers both challenge and opportunity. The need for a whole of systems approach for services in the district is overwhelming and reflects a significant change in our approach.

Te Whatu Ora (Nelson Marlborough) is structured to ensure that it has clarity of purpose and direction. The following high level groups are identified:

- Executive Leadership Team: the Senior Executive responsible for oversight of Te Whatu Ora (Nelson Marlborough) as an entity.

- Clinical Governance Group: the Senior Clinical Leadership group with Clinical Governance responsibilities for Te Whatu Ora (Nelson Marlborough). The Clinical Governance Group will interface with the Clinical Governance Groups of the two Primary Health Organisations to ensure a system wide focus, particularly on the boundaries of Clinical Leadership between primary and secondary care.

- Alliance Leadership Team: the Top of the South Health Alliance is responsible for both the Strategic and Operational oversight of Primary and Community Services across the Top of the South. The signatories to the Top of the South Health Alliance are Te Whatu Ora (Nelson Marlborough), Te Piki Oranga, Nelson Bays Primary Health, and Kimi Hauora Wairau Marlborough Primary Health Organisation.

There is overlap and cross membership on each of these three leadership groups to ensure that there are no unexpected areas of either service gap or duplication. The first two groups report to the Chief Executive Officer, while the Alliance Leadership Team operates under the principle of a consensus decision making authority. Where consensus is not reached the signatories meet to discuss a pathway forward which can include escalation to the parties respective chairs.

In the coming years there will be many challenges and opportunities for Te Whatu Ora (Nelson Marlborough) including:

- The need to influence a range of Te Whatu Ora (Nelson Marlborough) initiatives to improve, promote and protect the health and wellbeing of the people of the region
- Maintaining robust fiscal stewardship of financial resources including ensuring that the Organisation is living within its overall means
- Partnering through the South Island Alliance to ensure regional activity is aligned and coordinated
- Streamlining the one service two sites model for the delivery of 24 /7 acute and elective services in Nelson and Wairau Hospitals
- Extending the integration of primary and community services, including the responsibilities of the two Primary Health Organisations and the primary and community-based services we operate as a district wide health service
- Strengthening the integration of the wider Mental Health and Addiction Services with other related services
- Explore opportunities to create greater ownership of Pharmaceutical, Radiological, Laboratory and Emergency Services within Primary Care

- Moving to the digital age, including both the enhancement of our clinical IT solutions across the Health System, as well as modernising our processes and practices to ensure that we achieve our paper lite strategy, and enhancing our activities through streamlining practices as they are enabled with new technology
- Preparing for a sustainable investment in facilities, particularly as we move towards to the rebuild of Nelson Hospital
- Effective Clinical Governance across Te Whatu Ora (Nelson Marlborough).
- Implementation of our Workforce Strategy Plan ensuring we have a workforce that is fit for purpose for both today and the needs of our future.

The ADON Mental Health will need to develop and maintain strong working relationships with other community and provider arm functions, to ensure service planning and service delivery are integrated, effective and patient centered.

APPENDIX 2

The preferred candidate is required to complete a Pre-Employment Health Questionnaire. The table below outlines the tests to be carried out - depending on the nature of the position applied for.

Condition	Information to include in Position Description
TB Active	No person with active pulmonary or laryngeal tuberculosis (TB) is allowed to be at work in Te Whatu Ora
TB Latent	Staff who expect to have contact with patients or infectious materials must have assessment of previous TB exposure at the time of employment
BBV	No person who is susceptible to hepatitis B is allowed to have contact with patients or human materials (e.g., blood) unless they have taken part or agree to take part in a blood-borne virus education, prevention and vaccination program
MRSA	No person colonised or infected with methicillin-resistant *Staphylococcus aureus* (MRSA) is allowed to work in clinical areas[1] New staff who will be working in clinical areas should be screened for MRSA if they have: • a chronic skin condition • been working in an overseas healthcare facility in the last year • been MRSA-positive in the last year
Skin	No person with a skin condition that by virtue of its site and type could be an infection risk is allowed to have contact with patients, food, microbiology samples or sterile items
Measles/Rubella	No person who is susceptible to measles or rubella is allowed to have contact with pregnant women.
VZV	No person susceptible to varicella-zoster virus (chickenpox) is allowed to have contact with newborn babies or pregnant women
EPP	No person who has detectable hepatitis B e antigen or high levels of hepatitis B virus DNA in their serum is allowed to undertake or assist with exposure-prone surgical procedures[2]

[1]Clinical areas include inpatient medical and surgical wards (includes Medical Units, AT&R Units, Surgical Wards, Paediatrics, Day Stay, Neonates and Women's Health). Screening does not apply to staff working in outpatient areas (e.g., clinics, Radiology, Respiratory Function lab) or in DSS, Mental Health or Drug and Alcohol services (transmission of MRSA is less likely and infection is rare in these sites.)

[2]Exposure-prone surgical procedure = a procedure where there is the potential for direct contact between the skin (usually finger or thumb) of the health care worker and sharp surgical instruments, needles, or sharp tissues (spicules of bone or teeth) in a blind or highly confined anatomic site such as a body cavity or in poorly visualised and/or confined body sites. Such sites include body cavities encountered during emergency and trauma procedures, abdominal, cardiothoracic, obstetric/gynaecological, orthopaedic and oral surgery.

Document Name: Position Description

Full Name:

I have read, understood and agree to the responsibilities and accountabilities outlined in this position description

Signed by