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**Date:** February 2021

**Job Title:** RN Palliative Care: Aged Residential Care Focus

**Location:** Community

**Responsible to:** Nursing Team Leader

**Hours:** 24-32 hours per week

**Functional Relationships:** ARC service providers  
Hospice Southland Teams,  
Specifically, community, IPU & Education team.  
All external interdisciplinary professionals  
Hospital interfaces including ED, Elder Health  
Residents, families, and significant others

#### **Purpose**

1. To support and empower aged residential care nurses and health care assistants to provide high quality, person centred, palliative care by providing education, targeted clinical mentoring and coaching.
2. To facilitate and lead improved equity of access to quality primary palliative care in the community and Aged Residential Care (ARC) facilities to ensure improved service integration, improved primary team satisfaction and to support people to remain in their place of choice for End-of-Life care.
3. Provide specialist palliative care services to patients whose needs exceed those provided by primary providers and meet the criteria for specialist palliative care.

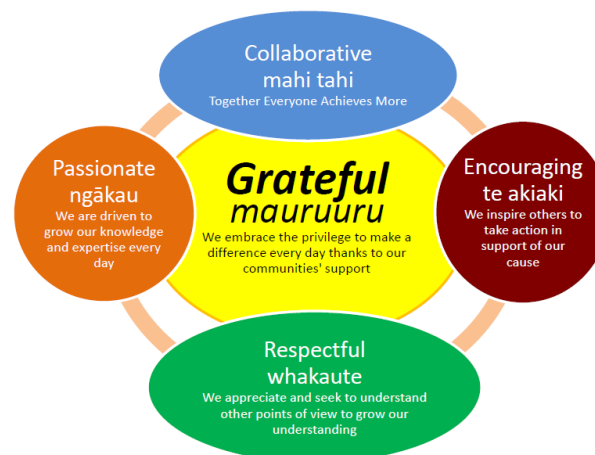
#### **Treaty of Waitangi**

Hospice Southland acknowledges the Treaty of Waitangi as foundation document of New Zealand. In recognising the three principles of the Treaty – Partnership, Protection and Participation, we will deliver our services at all levels of the organisation within the spirit of the Treaty.

## Hospice Southland Values

Demonstrates and is a champion of our values

OUR CORE VALUES:



## Duties and Responsibilities

### Service Delivery Aged Residential Care

- Support to build a sustainable and significant presence in the aged care setting, working as a role model, coach, and advocate in the support of the residents and families.
- Support with evidence-based guidelines and protocols for palliative care, focused on meeting the need of resident / family / whanau.
- Participate in facility multi-disciplinary meetings where appropriate and encourage the palliative approach when identified as the need.
- Develop an effective communication network between ARC, GP's, and Hospice Southland to ensure a coordinated approach palliative care provision.
- Support the development of care plans for patients with palliative needs.
- Support the use of appropriate end of life pathways and/or documentation including pre-emptive prescribing.
- Continue to develop and maintain the relationships between all providers.
- Assist colleagues to recognise indication/ reason for referral to specialist palliative care services.
- Respect and abide by the guidelines and regulations of the stakeholder's environment.
- Specialist palliative assessment and planning will be carried out in accordance with Hospice Southland policy and procedure.

- Residents referred to specialist palliative care service will have their identified needs assessed in a timely manner.
- Will be involved in case review and debriefing activities as required by NP.

**Provision of care co-ordination for community-based hospice patients:**

- Takes a lead role as part of the interdisciplinary palliative care team in co-ordinating the various components of care necessary to ensure that the patient/families/whanau palliative care needs are met.
- Maintains an effective partnership of care with community-based agencies involved in the care of hospice patients e.g., DNs, GPs and residential care facilities.
- Refers to and co-ordinates the input of other agencies as required.
- Provides liaison and consultation with other professionals including health services personnel as necessary for the continuity of patient care.
- Ensure positive and assertive liaison with all key health professionals involved in the patients care, regularly participating in meetings and MDTs at facilities.
- Provide regular support through liaison phone calls and visits, to other health and residential service provider's outlying areas such as Te Anau, Queenstown, and Gore.

**Education and training**

- Working alongside aged care staff and use each interaction as an opportunity for on-going teaching and learning.
- Liaise and support facility education plans.
- Identify and coordinate education and training programmes in consultation with aged residential care managers and Hospice Southland Education Team
- Teaching resources are developed collaboratively with Hospice Southland education team.
- Act as a resource person for all Hospice staff, District Nursing Services, Cancer Society, Hospital Staff, and any other health professionals across the region.
- Provision of informal advice and formal education sessions as requested by other health professionals and colleagues.

**Communication**

- All communication is done in line with our values and is undertaken in a spirit of openness, positivity, and transparency.
- Compassionately assertive communication is used within the working environment (training is provided).
- Develop professional and effective working relationships (internal and external) which is suitable for your role.

**Personal Development**

- Establish ongoing development of professional practice and performance objectives within your role.
- Ensure any applicable professional memberships are valid.

- Actively respond to training and development opportunities including coaching, mentoring, and secondment opportunities.
- Attend all mandatory training and development opportunities.
- Actively participate in the performance review process.

**To promote, encourage and support health and safety practice.**

- Always be aware of your own responsibilities and actions to ensure a safe workplace for all employees, volunteers, and visitors.
- Responsible for reporting all incidents and reportable events, including near miss incidents according to Hospice Southland Policy and Procedures
- Have a sound awareness of the known hazards listed for the areas of your work.
- Actively and positively participate in workplace health and safety initiatives

**Wellbeing**

- Be aware of your own workload pressures and personal responses to pressure and report these to your Manager or HR as early as possible if you feel your wellbeing is being compromised.
- Maintain a strategy for personal management of workload pressures and personal responses to pressure. Contact support agencies (supervision or EAP) if you feel your wellbeing is compromised.

**Cultural Safety**

- Demonstrate cultural competence and cultural awareness.
- Demonstrate acceptance and understanding of the Treaty of Waitangi and its principles.
- Integrate the principles of the Treaty of Waitangi into practice in all settings.
- Make yourself aware of cultural protocols and practices when working with colleagues, volunteers, patients, and families who are Māori or from a different culture.

**Special Projects and Other Duties**

- Undertake and/or participate in special projects/working groups as requested by your Manager or as outlined in the organisation's annual operational plan.
- Perform other duties (which you are deemed competent and capable of completing) that may be reasonably required from time to time as directed by your Manager.

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<b>Person Specification</b>
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**Essential**

- Registered Nurse with the Nursing Council of New Zealand
- Current Annual Practicing Certificate
- Ability to work in New Zealand permanently
- Must have a current, unrestricted vehicle drivers' licence with no impediments to travelling within the area serviced by Hospice Southland.

**Essential Competencies**

- Level 3 of Professional Development Recognition Programme (PDRP) or working towards this.
- Minimum of PG Cert (or working towards PG Cert and committed to completing PG Dip) with papers that are complimentary to the palliative approach of care.
- Continuing commitment to personal development ensuring that own skills and knowledge are maintained and advanced.
- Have sound, practical experience including advanced nursing assessment skills and proven effective communication skills.
- Awareness of current trends in palliative, end of life care and gerontology.
- Developed understanding of and passion for quality improvement in all aspects of your own nursing practice and focus.
- Proven ability to problem solves, mediate, and resolve issues with an outcome focus.
- Proven ability to make difficult decisions.
- High standard of computer literacy with experience in patient management software and MS Office software
- Well-developed verbal and written communication skills
- Commitment to the effective management of the Principles of the Treaty of Waitangi and the need for cultural safety

**Desired**

- Knowledge or experience with Document Management Systems.
- Understanding of the Philosophy of Hospice with some awareness of modern Palliative Care methodologies

**Organisational Expectations**

- Demonstrates reliability, flexibility and adaptability and can accept feedback on own performance.
- Skilled practitioner while being kind, compassionate and affable with a good level of empathy for others.
- Motivating, energising, inspiring, tenacious, and innovative
- Articulate and self-managing with ability to accept direction as appropriate.

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- Logical thinker and able to act calmly and professionally in the management of the unexpected

### Changes to Job Description

From time to time, it may be necessary to consider changes in the job description in response to the changing needs of the organisation and nature of our work environment– including changes to our annual plan. Such change may be initiated as necessary by the manager of this job and any changes will be discussed with the job holder before being made. This job description will be reviewed as part of the preparation for performance planning for the annual performance review cycle.

Signatures
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Managers Name
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Signature	Date:
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Position Holders Name
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Signature	Date:
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