

## Role Description

Position:	<b>Clinical Nurse Specialist, Radiation Oncology</b>
Service / Directorate:	<b>Wellington Blood &amp; Cancer Centre, Medicine Cancer and Community</b>
Responsible to:	<b>Nurse Manager</b>

### **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*

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## Context

### Organisational perspective

The Capital and Coast District Health Board (C&CD HB) 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 \$570M.

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 and regional and national collaboration
- Focus on infrastructure to support clinical work
- Clinical Governance
- Continuing devolution of authority

### Directorate perspective

The key areas of focus for the Medicine, Cancer and Community Directorate are:

- The continued expansion of services on the Kenepuru and Kapiti campuses
- The establishment of sustainable nursing models within the in-patient wards
- The establishment of district wide integrated Older Adult Rehabilitation and Allied Health Services (ORA)
- Prove clinical efficiencies and the effectiveness of clinical supply use across the whole Directorate
- To lead expanded collaboration with Hutt Valley and Wairarapa DHBs to establish wider regional clinical services

- To ensure in the expenditure areas of Nursing labour, Medical labour and Management/Administration labour that we are within benchmark of our peer DHBs.

**Service perspective : Wellington Blood And Cancer Centre**

The Wellington Blood and Cancer Centre (WB&CC) incorporates the specialties of Radiation Oncology, Medical Oncology and Clinical Haematology into an integrated regional and supra-regional cancer service.

Patients reside in the Wellington, Wairarapa and Kapiti Coast regions. Supra-regional services extend beyond these boundaries to cover the Midland region and Nelson-Marlborough. Ambulatory care forms the main focus of patient activities and represents some 70% of the contracted workload.

Services provided in the Centre include specialist consultation and treatment for referred Medical Oncology, Radiation Oncology and Haematology patients and 24 hour acute clinical assessment and inpatient care.

**Role perspective:**

Quality improvement is an important priority. In recent years there have been significant issues at C&C DHB for patient safety and clinical care. The CNS will provide leadership across clinical environments to identify and support practice improvements and support the implementation of best practice to ensure ever higher levels of safe and competent practice.

The CNS is a broad spectrum specialty role which works across the organisation wherever their patients intersect with a service, to ensure continuity of care and best practise standards are applied. In addition they provide expertise and specialty advice as required throughout the organisation. This role will work across the spectrum of health care actively interacting with primary, secondary and tertiary environments and consumers, including the coordination of complex care for high risk groups such as head and neck patients. The CNS will contribute to the multi-disciplinary team (MDT) and outpatient clinics with the aim of improving patient's outcome and care. They will support the delivery of excellent clinical care in the inpatient setting including staff education, patient and whanau support, facilitation of a seamless patient journey and efficient discharge planning.

Supporting change implementation is an important aspect of this role. The environment is one of continuing change. The CNS Radiation Oncology role needs to be an advocate for the areas/service strategic direction.

Aspects of the role include:

- Complex Radiation Oncology management.
- Teaching of staff around appropriate management of radiation patients in terms of follow up and effective discharge planning.
- Audits around appropriate discharge planning.
- Develops and maintains competencies in cancer nursing.
- Professional, clinical leadership and expertise in care of patients receiving radiation treatment.

- To support the seamless management of patients who are referred to Radiation Oncology. Liaising with the patient, the Healthcare provider that referred the patient and informing the patient's GP.

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## Purpose of the role

To provide consultation, support, advice, training and education to relevant staff, both in the inpatient and outpatient settings, while supporting the delivery of high quality specialist nursing across clinical areas for relevant patient groups.

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## Key Accountabilities

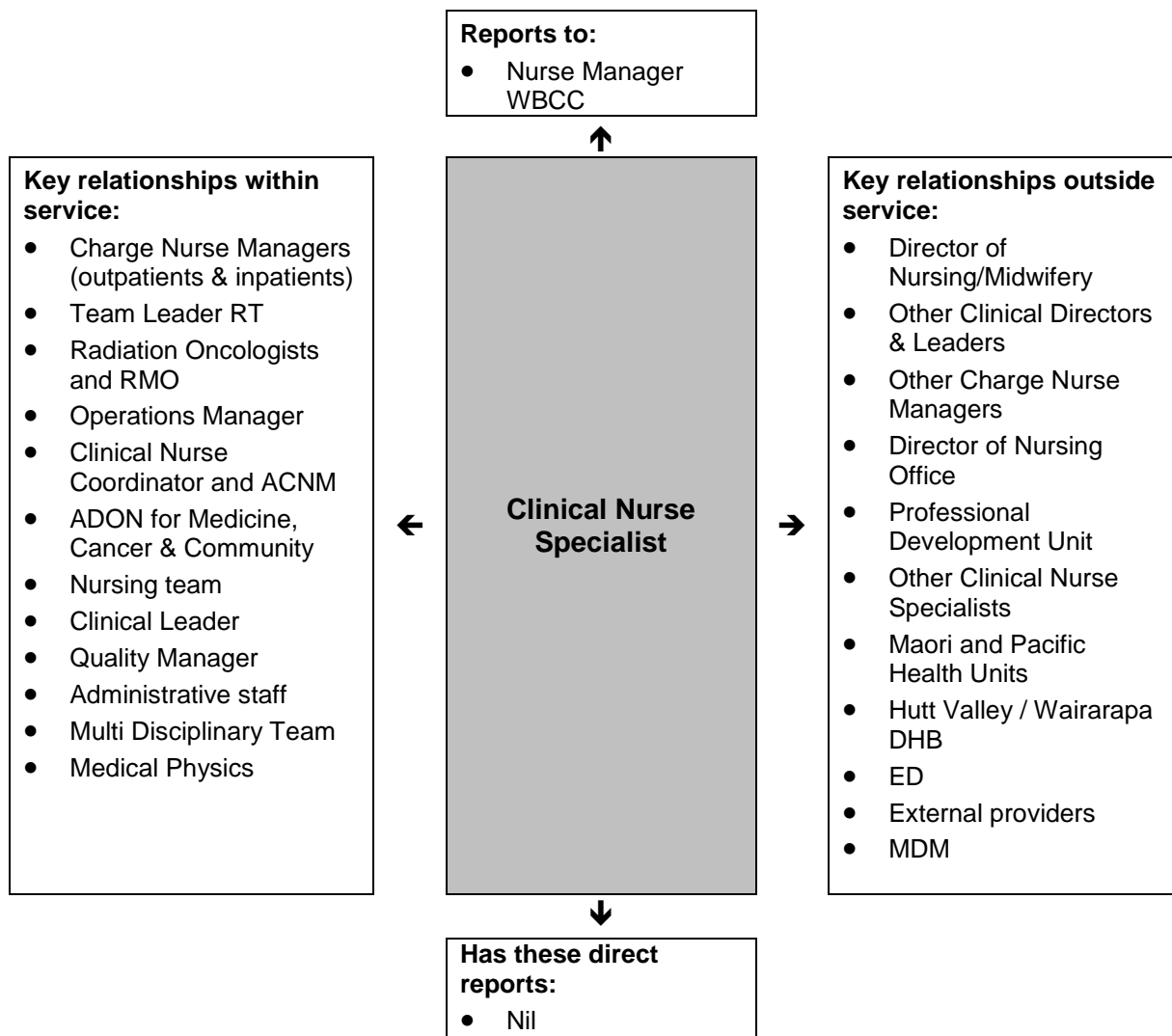
<b>Key Accountability</b>	<b>Deliverables / Outcomes</b>	<b>Key Performance Indicators / Measures</b>
<b>1. Leadership</b>	<ul style="list-style-type: none"> <li>• Contributes to achievement of strategic direction for defined speciality</li> <li>• Contributes to the high performance of the specialty and maintain an organisation and service wide profile</li> <li>• Liaison with other services across the DHB</li> <li>• Lead and support the development of evidence based clinical practice for the specialty</li> <li>• Organisational advocacy</li> <li>• Challenge clinical issues and seek resolution</li> <li>• Clinical leadership for multi-disciplinary team work</li> </ul>	<ul style="list-style-type: none"> <li>• Achievement of relevant goals in service plan</li> <li>• Patient Satisfaction</li> <li>• Complaint Rates</li> <li>• Staff feedback</li> <li>• Success indicators for               <ul style="list-style-type: none"> <li>○ Nurse Led clinics</li> </ul> </li> <li>• Feedback from MDT</li> <li>• Support nurses to achieve their PDRP and the HCAs to achieve Level 3 NZQA</li> </ul>
<b>2. Clinical Expertise</b>	<ul style="list-style-type: none"> <li>• Demonstrate advanced clinical practice</li> <li>• Provide advice in complex clinical issues across settings and disciplines</li> <li>• Provide ongoing assessment, care plan modelling and appropriate follow up</li> <li>• Initiate regular opportunities to collaborate with area staff to review models of care and outcomes</li> <li>• Take responsibility for providing ongoing expert advice, support and collaboration to ensure plan meets patient needs</li> <li>• Collaborate with appropriate personnel on service delivery issues</li> <li>• Evaluate patient and family responses to care and modify the plan of care accordingly</li> </ul>	<ul style="list-style-type: none"> <li>• Professional Development achievements</li> <li>• Care plans for high risk and complex patients are developed and evaluated</li> <li>• Actively participate in appropriate committees and projects</li> <li>• Regular contact with patient/families is evident in the care plan models</li> <li>• Practice issues from within the clinical environment for education purposes are identified</li> <li>• Standard protocols are developed and followed aligned with evidence-based practice</li> </ul>

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<b>Key Accountability</b>	<b>Deliverables / Outcomes</b>	<b>Key Performance Indicators / Measures</b>
<b>3. Quality and Risk</b>	<ul style="list-style-type: none"> <li>• Active participation on the relevant quality improvement group.</li> <li>• Participate in reportable event investigations</li> <li>• Identify and undertake audit activities and other practice evaluation activities</li> <li>• Participate in DHB quality and policy initiatives</li> <li>• Use planned approach to practice innovation</li> </ul>	<ul style="list-style-type: none"> <li>• Speciality standard compliance</li> <li>• Is able to provide evidence of risk identification and action</li> <li>• Agreed clinical objectives identified relevant to specialty are implemented</li> <li>• 100% identified audits are completed</li> <li>• Outcomes of audit activities are monitored, reported and plan developed and initiated to address issues</li> <li>• Nursing practice standards are aligned with new technologies and procedures</li> </ul>
<b>4. Education, Teaching &amp; Research</b>	<ul style="list-style-type: none"> <li>• Identify, lead and provide where appropriate speciality education across the organisation</li> <li>• Work directly with patients and staff in the clinical areas as an expert resource, coach and role model</li> <li>• Identify and develop patient information resources</li> </ul>	<ul style="list-style-type: none"> <li>• Identify an education plan for the speciality, implement and provide evidence that education plan is achieved.</li> <li>• Assess outcome of education plan.</li> <li>• Actively identify and support research and innovation</li> <li>• Maintain current resources for patient/family education and information</li> <li>• Collaborate in developing evidence based protocols, policies and guidelines for the specialty and ensure that these are updated</li> </ul>
<b>5. Professional Development</b>	<ul style="list-style-type: none"> <li>• Maintenance of personal annual practising certificate</li> <li>• Studies at an advanced or postgraduate level</li> </ul>	<ul style="list-style-type: none"> <li>• Portfolio evidence of ongoing Nursing Council competence requirements.</li> <li>• Evidence of study outcomes on role development and practice /service developments</li> </ul>
<b>6. Occupational Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>• Complies with responsibilities under the Health &amp; Safety in Employment Act 1992</li> </ul>	<ul style="list-style-type: none"> <li>• Has read and understood the Health &amp; Safety policy and procedures.</li> <li>• Actively supports and complies with Health &amp; Safety policy and procedures.</li> <li>• 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.</li> <li>• Follows Radiation safety protocols.</li> </ul>

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## Key Relationships & Authorities



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## Capability Profile

### Competencies

The role holder must be able to demonstrate achievement of the competencies of a registered nurse as per the requirements of the Nursing Council New Zealand as per the Health Practitioners Competence Assurance Act (2003).

See [www.nursingcouncil.org.nz](http://www.nursingcouncil.org.nz) and [www.hpca.govt.nz](http://www.hpca.govt.nz).

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

Competency	Behaviours
<b>Problem Solving</b>	<ul style="list-style-type: none"><li>• Uses rigorous logic and methods to solve difficult problems with effective solutions</li><li>• Probes all fruitful sources for answers</li><li>• Can see hidden problems</li><li>• Is excellent at honest analysis</li><li>• Looks beyond the obvious and doesn't stop at first answers</li></ul>
<b>Decision Quality</b>	<ul style="list-style-type: none"><li>• Makes good decisions (without considering how much time it takes) based upon a mixture of analysis, wisdom, experience, and judgment</li><li>• Most of his/her decisions and suggestions turn out to be correct and accurate when judged over time</li><li>• Sought out by others for advice &amp; solutions</li></ul>
<b>Priority Setting</b>	<ul style="list-style-type: none"><li>• Spends his/her time and the time of others on what's important</li><li>• Quickly zeroes in on the critical few and puts the trivial many aside</li><li>• Can quickly sense what will help or hinder in accomplishing a goal</li><li>• Eliminates roadblocks</li><li>• Creates focus</li></ul>
<b>Interpersonal Savvy</b>	<ul style="list-style-type: none"><li>• Relates well to all kinds of people – up, down, and sideways, inside and outside the organisation</li><li>• Builds appropriate rapport</li><li>• Builds constructive and effective relationships</li><li>• Uses diplomacy and tact</li><li>• Can diffuse even high-tension situations comfortably</li></ul>
<b>Composure</b>	<ul style="list-style-type: none"><li>• Is cool under pressure</li><li>• Does not become defensive or irritated when times are tough</li><li>• Is considered mature</li><li>• Can be counted on to hold things together during tough times</li><li>• Can handle stress</li><li>• Is not knocked off balance by the unexpected</li><li>• Doesn't show frustration when resisted or blocked</li><li>• Is a settling influence in a crisis</li></ul>
<b>Communication</b>	<ul style="list-style-type: none"><li>• Practises active and attentive listening.</li><li>• Explains information and gives instructions in clear and simple terms.</li><li>• Willingly answers questions and concerns raised by others.</li><li>• Responds in a non-defensive way when asked about errors or oversights, or when own position is challenged.</li><li>• Is confident and appropriately assertive in dealing with others.</li><li>• Deals effectively with conflict.</li></ul>
<b>Teamwork</b>	<ul style="list-style-type: none"><li>• Develops constructive working relationships with other team members.</li><li>• Has a friendly manner and a positive sense of humour.</li><li>• Works cooperatively - willingly sharing knowledge and expertise with colleagues.</li></ul>

Competency	Behaviours
	<ul style="list-style-type: none"> <li>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.</li> <li>Supports in word and action decisions that have been made by the team.</li> <li>Shows an understanding of how one's own role directly or indirectly supports the health and independence of the community.</li> </ul>

### Other aspects of capability not covered by the above competencies

**a) Knowledge and Experience:**

- Significant nursing experience and knowledge
- At least 5 years experience in cancer nursing**

**b) Essential Professional Qualifications / Accreditations / Registrations:**

- Registration with the Nursing Council of New Zealand as an RN
- Current practising certificate
- Relevant post-graduate qualification or working towards this

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

- High quality care for the patient/client/whanau
- Ensuring that they follow through on their work
- Delivering identified outcomes
- Expert speciality knowledge
- Clinical coordination

Capital and Coast District Health Board (C&C DHB) 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.

C&C DHB 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. Annual objectives and performance measures will be set each year during the annual performance planning and development meeting.