DEPARTMENT OF HEALTH

Statement of Duties

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| **Position Title:** | Clinical Nurse Consultant - Rheumatology |
| **Position Number:** | Generic |
| **Classification:** | Registered Nurse Grade 6 |
| **Award/Agreement:** | Nurses and Midwives (Tasmanian State Service) Award |
| **Group/Section:** | Hospitals North |
| **Position Type:** | Permanent/Fixed-Term/Casual, Full Time/Part Time/Casual |
| **Location:** | North |
| **Reports to:** | Nursing Director Sub Acute and Ambulatory Care Services |
| **Effective Date:** | July 2025 |
| **Check Type:** | Annulled |
| **Check Frequency:** | Pre-employment |
| **Essential Requirements:** | Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse  \*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee’s responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered. |
| **Desirable Requirements:** | Holds, or is working towards, relevant postgraduate qualifications  Current Driver’s Licence |

NB: The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

### Primary Purpose:

As a member of a multidisciplinary team, the Clinical Nurse Consultant– Rheumatology is an experienced nurse who applies evidence-based practices within an outpatient setting to achieve best practice outcomes and service delivery improvement. Working closely with acute and community-based services, this role:

Initiates and maintains a comprehensive network with acute and sub-acute care and community and support groups to provide education around rheumatic diseases including inflammatory arthritis.

Establishes and maintains an identifiable point of information and referral for clients, service providers and other stakeholders by acting as the pivotal contact point for the continuity of care for people diagnosed with a range of rheumatology conditions.

### Duties:

1. Provide clinical leadership and direction in planning, implementing and evaluating the provision of Specialist Rheumatology Clinics utilising an advanced level of interpersonal, problem solving and highly developed communication skills.
2. Coordinate and evaluate the intake, planning, assessment, evaluation and discharge processes for Rheumatology clients referred from both the acute sector and the community within an outpatient setting.
3. Provide a clinical resource in the area of rheumatology to patients, carers and health professionals within the acute, sub-acute and community sectors.
4. Plan, facilitate and evaluate regular multidisciplinary case conferences and facilitate meetings with families, carers, GPs, and health or community workers involved in the delivery of client care.
5. Work with a significant degree of professional independence to facilitate and manage the development of an effective, efficient and dynamic Rheumatology service based on contemporary evidence and best practice, by actively contributing to the review and development of policies, and clinical protocols in collaboration with the Staff Specialist – Rheumatology and other members of the rheumatology team and Nursing Director.
6. Facilitate the development and monitoring of performance measures and reporting mechanisms for client services in collaboration with the Staff Specialist – Rheumatology and other members of the rheumatology team and Nursing Director.
7. Participate in quality improvement, professional development, mandatory training and research projects undertaken as part of the multidisciplinary team and in consultation with the Staff Specialist – Rheumatology.
8. Actively participate in and contribute to the organisation’s Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.
9. Provide preceptorship for undergraduate students, graduate nurses and new employees.
10. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

### Key Accountabilities and Responsibilities:

* Required to work under the guidance of the relevant Director/Nurse Manager with limited professional supervision and a significant degree of autonomy.
* Provide leadership, support and expert advice to other members of the health care team to ensure the efficient and effective coordination and provision of nursing care for patients with musculoskeletal conditions.
* Clinically and professionally accountable for developing clinical and related policies, systems, and processes for ambulatory Rheumatology services.
* Expected to exercise a significant level of responsibility, initiative and professional judgement in the leadership and coordination of work associated with ambulatory Rheumatology services.
* Champion a child safe culture that upholds the *National Principles for Child Safe Organisations*. The Department is committed to the safety, wellbeing, and empowerment of all children and young people, and expect all employees to actively participate in and contribute to our rights-based approach to care, including meeting all mandatory reporting obligations.
* Where applicable, exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
* Comply at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

### Pre-employment Conditions:

*It is the Employee’s responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.*

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre‑employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
   1. crimes of violence
   2. sex related offences
   3. serious drug offences
   4. crimes involving dishonesty
   5. serious traffic offences
2. Identification check
3. Disciplinary action in previous employment check.

### Selection Criteria:

1. Demonstrated extensive experience, knowledge and understanding of musculoskeletal conditions, chronic disease health care principles, contemporary nursing theory and practice, and the demonstration of clinical expertise to apply this knowledge.
2. Comprehensive knowledge of legal requirements, Nursing and Midwifery Board of Australia standards of practice, research methodology and WH&S legislation with a demonstrated ability to apply this knowledge to the practice setting.
3. Proven commitment to quality improvement, research and ongoing professional development including a demonstrated ability to conduct and apply quality improvement activities and evidence-based practice findings within an outpatient health care practice setting.
4. Experience in identifying and/or initiating education programs for both self and others, and a proven ability to fulfil the role of preceptor.
5. Highly developed interpersonal and communication skills with proven ability to function effectively within a multidisciplinary environment and demonstrate a capacity to provide clinical leadership and exercise professional judgement and initiative whilst working with minimal supervision.
6. Demonstrated competence in the use of computer technology including Microsoft Office software packages, email and internet, and openness to the use of technology including electronic health records in a health care setting.

### Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department of Health is committed to improving the way we work with vulnerable people, in particular implementing strategies and actions to promote child safety and wellbeing, empower, and prevent harm to children and young people.

The Department upholds the *Australian Charter of Healthcare Rights* in our practice and is committed to the safeguarding and protection of the welfare and rights of all people, particularly those that may be at risk of abuse, neglect, or exploitation. We place emphasis on the provision of culturally safe, respectful, and inclusive care that is responsive to diverse needs.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000.* The Department supports the [Consumer and Community Engagement Principles | Tasmanian Department of Health](https://www.health.tas.gov.au/consumer-and-community-engagement-principles).