

POSITION DESCRIPTION

Position Title:	Clinical Nurse Consultant
Business Unit/Department:	Clinical Drug Health Services
Division:	Drug Health Services
Award/Agreement:	Nurses And Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement
Classification:	Clinical Consultant B (CAPR 3.2) (ZJ4)
Reports To:	Operations Lead Addiction Medicine Head of Unit – Addiction Medicine Director of Nursing
Direct Reports:	N/A
Date Prepared/Updated:	13 February 2023

Position Purpose

The Clinic Nurse Consultant (CNC) provides clinical and some administrative support to the Specialist Addiction Medicine and Nurse Practitioner clinics at Western Health Drug Health Services. Providing advanced nursing interventions for our vulnerable client group, the CNC engages clients in health assessments (including screening, referral, and pathology), care co-ordination, supporting treatment with pharmacotherapy, and providing a Nurse-lead Long Acting Injectable Buprenorphine clinic.

A key function of the role is to improve engagement and retention across the lifespan of treatment as well as enhancing the treatment experience for clients by ensuring all treatment needs are adequately assessed and provided for, including appropriate community referrals being made.

The client group is characterised by multiple and complex co-morbidities, requiring a highly skilled and sensitive approach to engagement and case management. This work is undertaken with a commitment to Western Health's Best Care framework, and will be based on a thorough understanding of harm reduction principles.

Business Unit Overview

Drug Health Services is one of the most diverse specialist agencies in Victoria for the management of substance use, providing a range of residential and non-residential community and hospital-based alcohol and other drug treatment programs.

The service caters to people across the development lifespan, with youth and adult programs, as well as specialist programs for women and for people with co-morbid AOD and mental health care needs.

As well as community AOD programs, we offer Addiction Medicine Services to the community and within the Western Health hospital in-patient network.

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The service is committed to harm reduction as a guiding principle of practice, enabling clients to determine the pace and type of change they are seeking. This takes place within a robust governance environment, where treatment options are evidence-based and matched to presenting need.

Key Responsibilities

Direct Patient Care/Consultancy:

- Demonstrate a commitment to the Charter of Healthcare Rights, Western Health Values, and Western Health Best Care Framework.
- Provide high quality, culturally sensitive, and evidenced-based client care in partnership with patients, their significant others and other members of the multidisciplinary care team.
- Triage referrals and manage relevant waitlists.
- Coordinate client care through care planning and management, service delivery integration, service/stakeholder networking, and facilitating information sharing between stakeholders.
- Coordinate appointments, prescriptions, and community AOD and other health services.
- Undertake clinical tasks as required, including screening for STIs & BBVs, providing immunisations, taking pathology, naloxone training & provision, and harm reduction education.
- Review clients for the provision of Long-Acting Injectable Buprenorphine.
- Undertake co-consultations with prescribers as clinically required.
- Undertake brief clinical assessment, including a brief substance use history.
- Provide support, advice and education to clients from time of referral through to discharge as appropriate.
- Support clients transitioning from Drug Health Services Specialist Clinics back to community-based treatment.
- Administer medications in accordance with a valid order from a prescriber.
- Order medications as required and liaise with WH Pharmacy.
- Advocate on behalf of clients as required.
- Ensure ongoing client confidentiality and maintenance of comprehensive client records and data entry in accordance with funding requirements and Western Health policy and procedures

Non-Direct Clinical Duties:

- Maintain registration to work as a Registered Nurse in Australia at all times whilst working as a nurse within Western Health.
- Adhere to relevant professional clinical guidelines and meet the expected standards of performance in the role as described by the relevant professional bodies/industry standards.
- Provide leadership in clinical situations demanding action.
- Contribute to an environment where staff, clients and others feel safe, comfortable and valued.
- Assist the clinical environment to meet relevant standards and legislative requirements; including infection control, cold chain monitoring, record management, medication room compliance, occupational health and safety, accreditation processes, etc.
- Respond to and appropriately address issues, including those associated with risk, and any conflict that arises, escalating as appropriate.
- Identify areas that require improvement through observation, audits, incidents and staff feedback and implement improvement initiatives accordingly.
- Obtain feedback through means such as surveys to ascertain whether service standards meet stakeholder expectations and respond to any identified deficits.
- Actively participate in program evaluation and the revision and/or development of local processes, organisational policies, clinical guidelines and treatment programs.
- Drive strong, strategic and professional relationships with relevant stakeholders; including clients, pharmacy, prescribers, and other workers.
- Maintain a professional demeanour and serve as a role model for all nursing staff, both as a clinician and in line with behavioural expectations.
- Demonstrate strong mentoring skills within the nursing and multidisciplinary team and support succession planning.
- Participate in MDT meetings, clinical reviews, supervision, reflective practice, professional development, and any other relevant mechanism to ensure best care is provided.
- Contribute to data collection and report writing for funding bodies as required.

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- Provide education within area of extended nursing knowledge, skills & essence of nursing to multidisciplinary team members and clients/families.
- Present and publish in appropriate professional conferences and journals and remain informed of the current literature.
- Represent the organisation at seminars, conferences, working groups, and general meetings both externally as well as internally within Western Health.
- Exchange and share information from participation in seminars and conferences with colleagues via in-services, presentations, education forums, team and other meetings.
- Maintain and update own professional development portfolio to demonstrate an ongoing commitment to learning and best practice.
- Hold accountability for own actions and seek guidance and support from appropriate employees when limited by own skills and experience.
- Undertake other relevant duties as directed by DHS leadership.

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

Key Working Relationships

Internal:

- Addiction Medicine Team
- Nurse Practitioners
- Practice Manager
- Team Leaders Adult and Specialist Services
- Drug Health Services staff
- Western Health In-patient Units

External:

- General Practitioners
- Community-based pharmacists
- North West Metropolitan Integrated Pharmacotherapy Network (NWMIPN - cohealth lead agency)
- Central Intake and Assessment providers
- Drugs and Poisons Unit (Department of Health and Human Services)
- Other Community-based Health and Welfare Services Providers
- Other external referrers

Selection Criteria

Essential:

- A commitment to Western Health CARES Values; Compassion, Accountability, Respect, Excellence, Safety
- Registration as a Registered Nurse in Australia
- Post Graduate qualifications (i.e.; Certificate IV) in AOD and/or Dual Diagnosis or have completed core competencies
- Experience in community nursing and working in a senior clinical role
- Experience assessing and managing complex client presentations, marked by psychiatric co-morbidities
- Demonstrated knowledge of the Victorian Pharmacotherapy System
- Experience developing individual treatment plans, post-withdrawal and discharge planning
- An understanding of the issues related to marginalised groups and a commitment to working with these groups
- Crisis management / suicide intervention skills
- Highly developed organisational and prioritisation skills

Desirable:

- Experience working as a Clinical Nurse Consultant
- Experience with psychotherapeutic interventions
- Experience working with Addiction Medicine

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- An up to date knowledge of issues, trends and government policies in the delivery of Drug and Alcohol Services and in the Health industry generally.
- Research, publication and public presentation experience.
- Awareness of the Alcohol and other drugs sector and the general health and welfare sectors
- Computer literacy skills

Additional Requirements

All employees are required to:

- Obtain a police/criminal history check prior to employment
- Obtain a working with children check prior to employment (if requested)
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair Work Act 2009 (as amended), Occupational Health and Safety (Psychological Health) Regulations 2025, the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information, the Family Violence and Child Information Sharing Schemes, Part 5A and 6A Family Violence Protection Act 2008, Safe Patient Care Act 2015, Mental Health & Wellbeing Act 2022
- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines

General Information

- Redeployment to other services or sites within Western Health may be required
- Employment terms and conditions are provided according to relevant award/agreement
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace
- Western Health is committed to Gender Equity
- Western Health provides support to all personnel experiencing family and domestic violence
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs
- Western Health is a smoke free environment

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I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: _____

Employee's Signature: _____ Date: _____

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