

POSITION DESCRIPTION

Position Title:	Clinical Nurse Consultant (B) – Infection Prevention
Business Unit/Department:	Infection Prevention & Control
Division:	Executive Directorate of Nursing & Midwifery
Award/Agreement:	Nurses & Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement
Classification:	Grade 4 Clinical Nurse Consultant B (ZJ4)
Reports To:	Operations Manager – Infection Prevention
Direct Reports:	N/A
Date Prepared/Updated:	21 May 2026

Position Purpose

The Infection Prevention and Control (IPAC) Clinical Nurse Consultant B (CNC B) provides clinical expertise, timely advice and support to the multidisciplinary team to ensure the delivery of an effective and responsive Infection Prevention & Control (IPAC) program that meets the evolving needs of Western Health.

The CNC B contributes to the prevention, identification and monitoring of hospital-acquired infections, supports the delivery of the Western Health Staff Immunisation Program, and provides accurate, evidence-based advice on infection prevention issues affecting patients, staff and caregivers.

Working as part of the IPAC specialty team, the CNC B assists in the supervision, implementation and day-to-day management of specialist services, contributing to strategic planning and service improvement activities under the guidance of senior IPAC leaders. As a member of a specialist team, the CNC B supports the maintenance and improvement of service standards and clinical practices across Western Health by applying evidence-based principles within their scope of expertise.

In daily clinical practice, the CNC B plays a key role in supporting high-quality nursing care and is professionally accountable for:

- Maintaining current clinical knowledge and engaging in ongoing professional development, always working within their defined scope of practice and level of experience.
- Ensuring ongoing registration and compliance with professional standards required to practise as a Registered Nurse in Australia.

Business Unit Overview

The **Infection Prevention & Control (IPAC) Unit** sits within the portfolio of the Executive Director of Nursing and Midwifery and provides specialist services to staff, management and patients across all areas of Western Health. The Unit is responsible for establishing and supporting governance systems that prevent, control and minimise the risk of healthcare-associated infections, including the delivery of surveillance programs and organisation-wide infection prevention strategies.

Our Vision

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The IPAC team works in partnership with leaders, clinicians and staff to support Western Health's goals and objectives. In addition to providing expert guidance and advice on a broad range of infection prevention and control matters, the team promotes best practice, continuous improvement and evidence-based approaches to maximise the effectiveness of infection prevention systems and patient safety outcomes.

Key Responsibilities

- Provides clinical support in Infection Prevention & Control across the organisation, contributing to safe practice under the guidance of senior IPAC leaders.
- Supports IPAC consultations by assisting clinicians and teams in managing infection-related issues, including high-risk or unfamiliar situations, and seeks timely advice from senior staff when required.
- Identifies and escalates concerns related to infection risks, patient outcomes or system gaps through appropriate governance channels, contributing to organisational risk management processes.
- Participates in multidisciplinary collaboration to support planning and implementation of patient management strategies, including involvement in clinical rounds and outbreak response activities.
- Contributes to surveillance activities by assisting with data collection, basic analysis and reporting of key performance indicators, and escalating emerging trends to senior IPAC staff.
- Supports investigations into infection trends or risks and provides recommendations within scope, referring complex issues to senior clinicians for review.
- Assists in the development, review and implementation of IPAC policies, procedures and protocols, ensuring alignment with organisational standards and seeking guidance for complex content.
- Participates in quality improvement initiatives that strengthen infection prevention systems and supports evaluation of outcomes under the direction of senior IPAC leaders.
- Provides education to staff, patients, families, students and community partners, delivering content within scope and contributing to broader education programs designed by senior IPAC clinicians.
- Shares knowledge gained from professional development activities through presentations, in-services and team discussions.
- Acts as a positive role model and resource for clinicians, patients and families, promoting best-practice infection prevention principles within scope of practice.
- Applies effective communication, conflict resolution and negotiation skills when supporting staff, patients and families, seeking senior support for complex or sensitive matters.
- Builds collaborative relationships with community providers and external stakeholders to support integrated infection prevention strategies, with guidance from senior IPAC staff.
- Prepares written reports, summaries and recommendations as required, contributing to organisational planning under the direction of senior stakeholders.
- Represents the service in internal forums and may contribute to external meetings or publications with support from senior IPAC clinicians.
- Maintains current knowledge of emerging evidence, guidelines and literature relevant to infection prevention and contributes to organisational priorities, including the Nursing and Midwifery Strategic Plan.
- Performs additional duties as directed to support service needs and organisational objectives.

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:

- Director of Nursing and Midwifery
- Divisional Director
- Clinical Service Director
- Operations Manager

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- Heads of Units
- Medical staff
- Nurse Unit Manager
- Nursing staff

External:

- Patients, Next of Kin or Enduring Power Attorney
- General practitioners and broader Western Health Community Partners

Selection Criteria

Essential:

- Registration as a Registered Nurse in Australia
- Minimum of five years post registration experience within acute care settings
- Knowledge of current clinical issues & challenges in relevant specialist area
- Knowledge of Victorian, Australian and international standards and guidelines relating to relevant specialist area
- Possess excellent clinical skills
- Demonstrated ability to lead a team
- Proven ability to organise resources
- Demonstrated commitment to career long learning in relevant specialist area
- Demonstrated ability to write clear, concise reports, policies and procedures
- Basic computer literacy skills
- Be innovative, resourceful and adaptable to change
- Membership of relevant professional association
- A commitment to high quality, safe and person-centred patient care
- Proficient in the use of Microsoft: Word, Excel, Outlook, Explorer and Access and patient information systems.

Desirable:

- Working toward or have completed post graduate qualifications in Infection Prevention.
- Prior experience in research projects
- Evidence of prior service delivery planning
- Demonstrated knowledge of quality management

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)

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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 of the Family Violence Protection Act 2008 and Part 6A of the Child Wellbeing and Safety Act 2005, 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 and 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

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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