

# Position Description

<b>Position:</b>	<b>Enrolled Nurse</b>
<b>Reports to:</b>	<b>Charge Nurse</b>
<b>Professionally Responsible to:</b>	<b>Associate Director of Nursing</b>

## Organisation Context

MidCentral District Health Board (MDHB) is advancing through a transformational change programme to firmly establish itself as a high performing health system that meets the current and future demands of its communities. A key component of the programme is the implementation of the Integrated Service Model – the vehicle by which MDHB will implement the DHB’s strategy (displayed as Appendix B). At maturity, the Integrated Service Model will deliver an integrated health and social system that ensures individuals, patients, family/whānau and communities are the centre of everything we do. The transformation will provide an improved service experience and a work environment where staff feel valued and empowered to carry out their work with excellence.

### TE TIRITI O WAITANGI OBLIGATIONS: CNE KEY ACCOUNTABILITIES

Coordinate an innovative continuous quality improvement programme within services for Māori clients and whānau

Promote the use of performance, quality and equity data and health outcome information to:

- Measure and monitor best practice and health inequities
- Identify barriers to high quality, equitable care
- Identify continuous quality improvement initiatives that focus on achieving health equity, excellent health outcomes and excellent client and whānau centred care

Ensure the professional and political integrity of MDHB by carrying out all functions in compliance of Te Tiriti o Waitangi

Show sensitivity to cultural complexity in the workforce and a high level of cultural competency with diverse client and whānau populations

Apply the articles of Te Tiriti o Waitangi in everyday practice:

- Article 1: Kawangatanga - Partnering for mutual benefit
- Article 2: Tinorangatiratanga – Māori retain rights to their own treasures, resources and knowledge
- Article 3: Oritetanga – Māori are entitled to the same rights and outcomes as that of other citizens
- Article 4: Wairuatanga – Spiritual diversity is retained

Demonstrate understanding and apply Te Whāre Tapa Whā (the four cornerstones of health), te taha wairua (spiritual aspects), te taha hinegaro (mental and emotional aspects), te taha whānau (family and community aspects) and te taha tinana (physical aspects) to practice

Guide others in practice that is consistent with client and whānau centred care and the principles of Te Tiriti o Waitangi

## Role Purpose

The Enrolled Nurse works in partnership with patients and their families/ whānau, and collaborates with the multidisciplinary team, to provide quality nursing care that is safe, cost effective and in accordance with the Nursing Philosophy, professional and organisational standards, policy and procedure.

## Key Accountabilities

**Te Whakawhanake Ngaiotanga Whaiaro: Professional responsibility:** Ensures practice is within the scope of practice and adheres to legislated requirements and relevant ethical codes, policies and procedural guidelines. Accepts responsibility for actions and decision making within the enrolled nurse scope of practice.

**Te Hiranga O Te Mahi Hauora: Management of nursing care:** Contributes to the development of care plans in collaboration with the registered nurse and health consumers, and clarifies responsibilities for planned care with the registered nurse.

**Te Whakawhiti kōrero whaihua me te mahi ngāta: Interpersonal relationships:** Establishes therapeutic relationships and effectively and culturally appropriately communicates with health consumers.

**Te whakapai ake i te kōunga rangahau me te huringa: Inter-professional health care and quality improvement:** Collaborates and participates with colleagues and members of the health care team to deliver care.

## Role Relationships

The EN will develop relevant functional relationships with the practice setting, the wider service and the health care team.

## Role Responsibilities

The EN will

- Contribute to nursing assessments, care planning, implementation and evaluation of care for health consumers and/or families/whānau
- Assist health consumers with the activities of daily living, observe changes in health consumers' conditions and report these to the registered nurse, administer medicines and undertake other nursing care responsibilities appropriate to their assessed competence.

## MDHB Bicultural Model of Care

He Korowai Oranga, the Māori Health Strategy (2014) articulates three key concepts of Wai Ora, Mauri Ora and Whānau Ora; these three concepts are understood as a means for achieving Pae Ora (Healthy Futures). These concepts are interconnected and align with the Māori health model Te Whare Tapa Whā. Culturally responsive practice integrates the above elements to reinforce and further strengthen the strategic direction for Māori health and the advancement of healthcare for all New Zealanders.



Figure 1 Aotearoa Model of Care (2018)

PAE ORA (HEALTHY FUTURES): EN KEY ACCOUNTABILITIES				
TE WHAKAWHANAKE NGA IOTANGA WHAIARO: PROFESSIONAL RESPONSIBILITY				
<p><b>WHĀNAU ORA:</b> Whānau or families are the cornerstone of Māori, and indeed all people's lives. An individual person is still in context a member of a family. By providing care in this context it ensures people are attached, grounded and empowered to advance their health, their family health and their wider community.</p> <p><b>MĀURI ORA:</b> Mauri is the concept of the life force that is instilled in people and all living things. Mauri Ora is the protection and advancement of this force for health.</p>				
Wairua	Whānau	Hinengaro	Tinana	MEASURES
<ul style="list-style-type: none"> <li>• Accepts responsibility for ensuring that own nursing practice and conduct meet the standards of the professional, ethical and relevant legislated requirements</li> <li>• Demonstrates commitment to the Te Tiriti o Waitangi/Treaty of Waitangi, the application of Te Tiriti o Waitangi to practice, and the improvement of Māori health status</li> <li>• Practises nursing in a manner that the client determines as culturally safe</li> <li>• Recognises own scope of practice and the registered nurse responsibility and accountability for direction and delegation of nursing care</li> <li>• Promotes an environment that enables clients' safety, independence, quality of life and health</li> <li>• Maintains infection control principles</li> <li>• Identifies and reports situations that affect client or staff member's health and safety</li> <li>• Participates in ongoing professional and educational development</li> <li>• Maintains a professional portfolio</li> <li>• Practises in a way that respects each client's dignity and right to hold personal beliefs, values and goals</li> </ul>				<p>Works within Scope</p> <p>Undertakes Te Tiriti o Waitangi and Cultural Safety Training</p>

PAE ORA (HEALTHY FUTURES): EN KEY ACCOUNTABILITIES				
TE HĪRANGA O TE MAHI HAUORA: MANAGEMENT OF NURSING CARE				
<p><b>WHĀNAU ORA:</b> Whānau or families are the cornerstone of Māori, and indeed all people's, lives. An individual person is still in context a member of a family. By providing care in this context it ensures people are attached, grounded and empowered to advance their health, their family health and their wider community.</p> <p><b>MĀURI ORA:</b> Mauri is the concept of the life force that is instilled in people and all living things. Mauri Ora is the protection and advancement of this force for health.</p>				
Wairua	Whānau	Hinengaro	Tinana	MEASURES
<ul style="list-style-type: none"> <li>• Provides planned nursing care to achieve identified outcomes under the direction and delegation of a registered nurse</li> <li>• Is accountable for ensuring that nursing care provided to clients is within scope of practice and own level of competence</li> <li>• Ensures documentation is current, accurate, timely and maintains confidentiality within a legal and ethical framework</li> <li>• Contributes to nursing assessments by collecting and reporting information to the Registered Nurse</li> <li>• Practices in a manner which supports best health outcomes for clients by recognising and reporting changes in health and functional status to the Registered Nurse</li> <li>• Contributes to health education of clients to maintain and promote health</li> <li>• Contributes to the evaluation of client care</li> <li>• Demonstrates computer skills necessary to organise data for essential care delivery</li> </ul>				

PAE ORA (HEALTHY FUTURES): EN KEY ACCOUNTABILITIES				
TE WHAKAWHITI KŌRERO WHAIHUA ME TE MAHI NGĀTA: INTERPERSONAL RELATIONSHIPS				
Wairua	Whānau	Hinengaro	Tinana	MEASURES
<ul style="list-style-type: none"> <li>• Establishes, maintains and concludes therapeutic interpersonal interactions with clients</li> <li>• Communicates effectively, positively and courteously with clients and the health care team</li> <li>• Practises nursing in partnership with the client acknowledging family/whānau perspectives and supports</li> </ul>				

**INDIVIDUAL RESPONSIBILITY FOR WORKPLACE HEALTH & SAFETY UNDER THE HEALTH AND SAFETY AT WORK ACT (2015)**

Be familiar with all policies and procedures as they affect the work environment.

Be familiar with, able to apply, and comply with all MDHB Health & Safety policies and procedures in the work environment (i.e. Health & Safety Policy, Infection Control Policy, Emergency Response Manual and Procedures Flip Chart, use of safety equipment and materials)

Apply Health and Safety knowledge and skills to all work practices to ensure compliance with the Health and Safety at Work Act 2015 and any subsequent amendments or replacement legislation. Ensure that safe working procedures are practised and no person is endangered through action or inaction.

Be aware of, and identify hazards and take action accordingly, including preventing or minimising the adverse effects of hazards as reasonably practical at the time.

Ensure that all incidents including near misses are reported within the required timeframe using the District Health Board's incident reporting system, and that issues of concern are raised to the appropriate staff when identified.

Actively participate in the District Health Board's health and safety programmes, through input into meetings, feedback through committee structures, activities directed at preventing harm & promoting wellbeing in the workplace, be aware of and liaise with the Health & Safety Representative for the area as appropriate.

## Role Specifications

### Essential

- Enrolled Nurse with current practising certificate (revised scope April 2010)
- Ability to take direction and guidance

### Desirable

- Computer literacy

### Attributes

- Shows mutual respect, positively contributing to the good of the service
- Ability to communicate effectively with all staff, clients, or families
- Ability to delegate
- Commitment to quality and the provision of quality care
- Shows cultural sensitivity and work in partnership with client/family/whānau
- Dedicated team player
- Shows a caring and professional manner in all aspects of work
- Flexible and adaptable
- Able to prioritise work requirements

**Area Specific Requirements are outlined in the EN Position Description Part 2**

### ***Physical Attributes for the role***

*Under the Human Rights Act 1993 discrimination based on disability is unlawful.*

MDHB will make all reasonable efforts to provide a safe and healthy workplace for all, including people with disability.

Every effort has been made to outline requirements clearly. If a potential applicant has uncertainties about their ability to fulfil these physical requirements, enquiry should be made whether it would be possible to accommodate a particular issue by obtaining advice from MDHB's Occupational Health & Safety Unit.

- Ability to move about and undertake necessary duties including attendance at necessary District Health Board meetings and related regional, national and public meetings.
- A high degree of mental concentration is required.
- Must be able to function under rapidly changing and demanding conditions.
- Visual ability sufficient to read, write/record and enable accurate performance of essential job duties.
- Hearing and speech sufficient to communicate with other people effectively both individually and by telephone (including cell phone) and in group meetings.
- Manual dexterity sufficient to drive and operate computer and other tools necessary to undertake essential job duties.
- Freedom from colonisation or infection with MRSA.

## Appendix A – MidCentral DHB’s Values and Behaviours

All employees of MidCentral District Health Board will adopt and aspire to role model the behaviours based on its values in the following way:

### COMPASSIONATE - KIA WHAI AROHA

- Is responsive to the needs of people, whānau and the community.
- Strives to deliver beyond expectations and go the extra mile.
- Shows concern for others and offers proactive and timely assistance and support to others.
- Is empathetic and mindful of others and sensitive to their feelings.
- Creates an environment where others feel safe and supported, encouraging them to contribute and share their views and perspectives.

### RESPECTFUL – KIA WHAI NGĀKAU

- Shows politeness, admiration and honour to others and does not cause offence.
- Actively listens when someone is speaking and shows value for other peoples’ perspectives.
- Genuinely engages and listens to others and considers their views while making decisions.
- Is inclusive of diverse perspectives and the cultural beliefs of others and actively seeks to improve own knowledge.
- Recognises team member strengths and development needs, and coaches them to maximise their potential.

### COURAGEOUS – KIA MĀTĀTOA

- Speaks up when things are not right.
- Is adventurous in search of feedback and is open to feedback.
- Puts organisational interests ahead of their own.
- Speaks up when they have to contribute or when other’s behaviour is inconsistent with the DHB’s values.
- Champions innovative ideas in the team, and on behalf of the team.
- Is willing to question accepted approaches and processes and open to challenge.

### ACCOUNTABLE – KIA NOHO HAEPAPA

- Acknowledges and assumes responsibility for their actions and does not blame others when things go wrong.
- Strives for excellence and delivers high quality care that focuses on the needs of the consumer and whānau.
- Is innovative and strives for quality and excellence.
- Following through on conversations – saying what you will do and doing what you say.
- Is able to intervene effectively when progress against budgets, plans or projects is off track.
- Is committed to rapid resolution of complaints, problems and issues.

*Compassionate  
Ka whai aroha*

*Respectful  
Ka whai ngākau*

*Courageous  
Ka mātātoa*

*Accountable  
Ka noho haepapa*

## Appendix B – MidCentral DHB’s Strategy

# WE ARE COMMITTED TO

**Ka ū tā mātou mahi**



**QUALITY LIVING**  
Kia pai te noho



**HEALTHY LIVES**  
Kia ora te tangata



**WELL COMMUNITIES**  
Kia ora te hapori

**WE ARE ABOUT**

*Better health outcomes, better health care for all*

**Ko tā mātou mahi**

*He whakapai ake i te hauora hei oranga mā te katoa*

**INDIVIDUALLY AND TOGETHER WE WILL**

*Achieve quality and excellence by design*

*Connect and transform primary, community and specialist care*

*Partner with people and whānau to support health and wellbeing*

*Achieve equity of outcomes across communities*

**He mahi takitahi hei toa takitini**

*Kia kounga, kia hiranga te hoahoa*

*Kia mahi tahi me te tangata, me te whānau hei tautoko i te hauora me te oranga*

*Kia tūhono e pai ake ai te atawhai tuatahi, te atawhai hapori, te atawhai ngaio*

*Kia tōkeke ngā hua mā ngā hapori katoa*

**WE WILL BE**

<i>Compassionate</i>	<i>Respectful</i>
<i>Courageous</i>	<i>Accountable</i>

**Ka pēnei mātou**

<i>Ka whai aroha</i>	<i>Ka whai ngākau</i>
<i>Ka mātātoa</i>	<i>Ka noho haepapa</i>

**WE WILL ACHIEVE THIS SUCCESS THROUGH OUR**

<i>People</i>	<i>Partners</i>	<i>Information</i>	<i>Stewardship</i>	<i>Innovation</i>
<b>Ka eke angitu mātou mā</b>				
<i>Ō mātou iwi</i>	<i>Ō mātou hoa mahi</i>	<i>Te whakamōhio</i>	<i>Te tiaki</i>	<i>Te auaha</i>

MidCentral District Health Board | Te Pae Hauora o Ruahine o Taranaki

## Appendix C: Enrolled Nurse – Scope of Practice

*(Under the Health Practitioners Competence Assurance Act 2003)*

Enrolled nurses practise under the direction and delegation of a registered nurse or nurse practitioner to deliver nursing care and health education across the life span to health consumers in community, residential or hospital settings. Enrolled nurses contribute to nursing assessments, care planning, implementation and evaluation of care for health consumers and/or families/whanau. The registered nurse maintains overall responsibility for the plan of care. Enrolled nurses assist health consumers with the activities of daily living, observe changes in health consumers' conditions and report these to the registered nurse, administer medicines and undertake other nursing care responsibilities appropriate to their assessed competence.

In acute settings, enrolled nurses must work in a team with a registered nurse who is responsible for directing and delegating nursing interventions. In some settings, enrolled nurses may coordinate a team of health care assistants under the direction and delegation of a registered nurse. In some settings, enrolled nurses may work under the direction and delegation of a registered health practitioner.

In these situations, the enrolled nurse must have registered nurse supervision and must not assume overall responsibility for nursing assessment or care planning. Enrolled nurses are accountable for their nursing actions and practise competently in accordance with legislation, to their level of knowledge and experience. They work in partnership with health consumers, families/whanau and multidisciplinary teams.

Source: NCNZ (2012). Competencies for enrolled nurses

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