



## **POSITION DESCRIPTION**

### **Nurse Practitioner – Older Adult Team**

**NAME:** {}

**RESPONSIBLE TO:** Principal GP's  
Practice Manager

#### **FUNCTIONAL RELATIONSHIPS WITH:**

**Internal** General Practitioners  
Nurse Practitioner  
Nursing Team  
Practice Manager  
Reception and support staff

**External** Patients and their whānau/families  
Residential Care Facilities  
Other Health Professionals  
Hospital and Community Services

#### **MAIN PURPOSE OF THE JOB:**

As an expert nurse working with older adults, the Nurse Practitioner works independently and with General Practitioners to supply primary health care services to Aramoho Health Centre enrolled patients at the practice, in the community and in Aged Residential Care.

Nurse Practitioners may choose to prescribe medicines within their specific area of practice. Nurse Practitioners also demonstrate leadership as consultants, educators, managers and researchers.

They are aware of necessary compliance and legal requirements in regard to Privacy Act, HIPC, HPCA and PHO contracts.

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#### **QUALIFICATIONS AND REQUIREMENTS:**

- Registration with the Nursing Council of New Zealand as a Nurse Practitioner
- Current Practicing Certificate
- Current CPR Certificate
- Commitment to continuing professional development
- Current NZ Drivers Licence

## EXPERIENCE AND SKILLS:

- Excellent interpersonal skills including verbal and written communication to be able to communicate effectively with all staff, patients and families/whānau. Ability to develop and maintain relationships.
- Excellent time management skills and ability to self-manage workload.
- Demonstrates an awareness and knowledge of relevant legislation.
- Has a commitment to quality and provision of quality care of the patient.
- Shows mutual respect – positively contributing to the good of the practice including other colleagues within the practice.
- Demonstrates competency in the Nurse Practitioner scope of practice.

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**Our Vision:**            **Great People, Great Care**

**Our Mission:**        **Meeting the needs of our community by providing timely, efficient, quality healthcare**

## Our Values:



### Patient centred

We serve patients as individuals and put their needs and welfare at the heart of all we do by listening to them, informing them and involving them in their care.



### Teamwork

We put relationships first by collaborating and sharing knowledge to benefit patients and our colleagues.



### Integrity

We adhere to high moral principles and professional standards through a commitment to honesty, confidentiality, trust and transparency.



### Respect

We provide care that recognises and is respectful of the culture, preferences, needs and values of each patient and team member.



### Quality

We maintain the highest standards and achieve them by promoting best medical practice, embracing innovation and continually seeking better, more efficient ways to achieve our mission.



### Compassion

We demonstrate our commitment to our patients by providing a caring and supportive environment for our team, their families and our fellow caregivers.

## **NURSE PRACTITIONER COMPETENCIES**

### **Provides safe and accountable advanced practice**

#### ***Competency 1: Demonstrates safe and accountable nurse practitioner practice incorporating strategies to maintain currency and competence.***

- 1.1 Practises in accordance with legislation, professional standards and health policy relevant to nurse practitioner practice.
- 1.2 Practises within safe boundaries of an area of practice (client/population group) and demonstrates timely referral and consultation when an issue is outside scope, area of practice, experience or competence.
- 1.3 Confidently and autonomously provides the full spectrum of healthcare services in relation to client/population group, including health promotion and protection, disease prevention, guidance and counselling, disease management, maintenance and restoration of health, rehabilitation and palliative care.
- 1.4 Self-monitors and critically reflects on practice including through regular professional supervision, collaborative case review and audit of practice, including prescribing.
- 1.5 Continually reviews and updates knowledge and skills to ensure currency and adaptability to address broad and changing population health needs and to practise safely across healthcare settings.
- 1.6 Integrates a broad base of nursing knowledge, human sciences (pathophysiology and psychosocial health), and clinical knowledge and skills within a framework of nurse practitioner practice.
- 1.7 Demonstrates accountability in considering access, cost and clinical efficacy, and applies ethical decision making when providing health services.

### **Assesses, diagnoses, plans, implements and evaluates care**

#### ***Competency 2: Conducts comprehensive assessments and applies diagnostic reasoning to identify health needs/problems and diagnoses.***

- 2.1 Completes a comprehensive health history relevant and appropriate to the client's presentation.
- 2.2 Actively explores the health consumer's concerns, preferences, health behaviours, attitudes and priorities using a strengths-based health promotion focus and risk identification to identify healthcare needs.
- 2.3 Identifies the level of assessment (focused or comprehensive) required and performs a systematic review based on the client's presenting condition and health history.
- 2.4 Demonstrates comprehensive skill in obtaining and interpreting data that informs clinical judgement and differential diagnosis including prior treatment outcomes, physical findings and test results.
- 2.5 Applies analysis, clinical reasoning and problem solving to assessment findings and synthesises clinical and human science knowledge to develop differential diagnoses.

- 2.6 Orders or performs diagnostic investigations using evidence to support or rule out diagnoses.
- 2.7 Formulates an accurate diagnosis from an informed set of differential diagnoses using clinical reasoning and best available evidence.
- 2.8 Demonstrates a high level of clinical proficiency in managing common and complex client situations, and acts to prevent and/or diagnose urgent, emergent or life threatening situations.

***Competency 3: Develops, plans, implements and evaluates therapeutic interventions when managing episodes of care.***

- 3.1 Works in partnership with the health consumer to determine therapeutic goals and options.
- 3.2 Makes decisions about healthcare management and interventions informed by critical evaluation of research findings.
- 3.3 Develops an individual plan of care and communicates this to the health consumer and appropriate members of the healthcare team and relevant agencies.
- 3.4 Applies a comprehensive knowledge of pharmacology to make safe and appropriate risk-benefit prescribing decisions, including considerations of antibiotic stewardship and drug dependency where appropriate.
- 3.5 Verifies the suitability of evidence-based treatment options, including medicines, in regard to commencing, maintaining/titrating or ceasing treatment/interventions.
- 3.6 Safely prescribes therapeutic interventions based on accurate knowledge of the characteristics and concurrent therapies of the health consumer.
- 3.7 Safely and effectively performs evidence-informed invasive/non-invasive interventions for the clinical management and/or prevention of illness, disease, injuries, disorders or conditions.
- 3.8 Makes appropriate decisions regarding admission and discharge of health consumers from healthcare services.
- 3.9 Monitors, critically evaluates and documents treatments/interventions in accordance with health-consumer-determined goals and healthcare outcomes.
- 3.10 Considers a plan for appropriately ceasing and/or modifying treatment in partnership with the health consumer, and other members of the healthcare team.

***Works in partnership with health consumers***

***Competency 4: Consistently involves the health consumer to enable their full partnership in decision making and active participation in care.***

- 4.1 Works to establish a relationship with the health consumer that is characterised by mutual trust and respect, empathy and collaboration.

- 4.2 Demonstrates respect for differences in cultural, social and developmental responses to health and illness, and incorporates health beliefs of the health consumer/community into care planning and implementation.
- 4.3 Supports, educates, coaches, motivates, counsels and works in partnership with the health consumer and their family/whānau where relevant regarding diagnoses, prognoses and self-management, including their personal responses to illness, injuries, risk factors and therapeutic interventions.
- 4.4 Advises the health consumer and their family/whānau where relevant on therapeutic interventions including benefits, potential side effects, unexpected effects, interactions, importance of compliance and recommended follow-up.
- 4.5 Discloses the facts of adverse events to the health consumer and other health professionals; mitigates harm and reports adverse events to appropriate authorities.
- 4.6 Respects the rights of the health consumer to make informed decisions whilst taking accountability to ensure access to accurate and appropriately interpreted information.
- 4.7 Assesses and contributes to health literacy by sharing knowledge with the health consumer to achieve an evidence-informed management plan.
- 4.8 Uses appropriate teaching/learning strategies and style to provide diagnostic information, health promotion and health education to meet the health consumers learning needs.

#### **Works collaboratively with healthcare teams**

#### ***Competency 5: Works collaboratively to optimise health outcomes for health consumers /population groups.***

- 5.1 Establishes and maintains effective collegial relationships as a senior member of interprofessional teams.
- 5.2 Collaborates with other health professionals and agencies to ensure timely access and smooth transition to quality services for the health consumer.
- 5.3 Demonstrates advanced interpersonal, leadership and management skills to foster and maintain collegial relationships by communicating and engaging effectively and professionally with diverse groups and communities to improve healthcare.
- 5.4 Effects nursing practice and healthcare change using broad-based skills, including negotiating, consensus building and partnering.
- 5.5 Articulates the nurse practitioner role and promotes nursing in clinical, political and professional contexts.
- 5.6 Contributes to the healthcare team by supporting, directing, educating and mentoring colleagues, students and others (adapted).

## Works to improve the quality and outcomes of healthcare

### *Competency 6: Initiates, and participates in, activities that support safe care, community partnership and population health improvements.*

- 6.1 Utilises systems thinking and critical inquiry skills to audit, evaluate and improve the quality of health services.
- 6.2 Uses relevant tools to monitor and measure the effectiveness of strategies, services and interventions to promote safe practice.
- 6.3 Monitors and minimises risks to health consumers and healthcare service providers at the individual and systems level.
- 6.4 Applies knowledge of health systems, socio-political issues, new technologies and funding/business practices to advocate, influence and manage innovative changes to healthcare services to improve access, equity of outcomes, quality and cost-effective healthcare for specific groups or populations.
- 6.5 Critically appraises scientific literature and shares new knowledge and research through discussions, presentations and publications, and the development of best-practice guidelines
- 6.6 Incorporates understanding of diversity, cultural safety and socio-economic determinants of health and uses cultural models of care when planning and providing healthcare services.
- 6.7 Demonstrates commitment to the Treaty of Waitangi/Tiriti o Waitangi and applies advanced knowledge of Māori health and socio-economic disparities when working in partnership with Māori health consumers and local iwi/Māori health providers to improve access to healthcare and health outcomes.
- 6.8 Influences and critiques health policy and nursing practice through leadership and active participation in workplace and professional organisations.

#### **KEY TASKS AND ACCOUNTABILITIES:**

Key Tasks		Standards/Outcomes Expected
<b>1</b>	<b>Clinical Practice</b>	
	Demonstrates advanced clinical decision-making processes to:	<ul style="list-style-type: none"><li>• Assess the patient's health status</li><li>• Make a differential, probable and definitive diagnosis</li><li>• Implement appropriate intervention based on a systematic decision-making process</li><li>• Evaluate patient response</li><li>• Order and interpret diagnostic tests</li><li>• Prioritise and assess processes in complex situations dependent on the patients' immediate or ongoing needs</li><li>• Consult or refer to other health professionals appropriately</li></ul>

	<p>Delivers patient focused care</p>	<ul style="list-style-type: none"> <li>• Demonstrates a sound understanding of cultural differences and understands the impact of these on preferences, attitudes and incorporates these into the health management plan.</li> <li>• Encourages patient participation in their care and incorporates their ideas in the health management plan as appropriate</li> <li>• Encourages patient self management as appropriate</li> <li>• Delivers information and resources in a way that enables the patient to make informed decisions</li> <li>• Keeps clear documentation of patient involvement and consent</li> <li>• Acts as an advocate for the patient within the health care team and outside agencies</li> <li>• Coordinates care amongst all agencies to foster delivery of seamless patient care</li> </ul>
	<p>Provides care with confidence and practices independently</p>	<ul style="list-style-type: none"> <li>• Makes decisions using advanced level of clinical judgement and evidence-based guidelines, within scope of practice.</li> <li>• Applies his/her knowledge which encompasses biology, pharmacology and human sciences to the specific area of practice.</li> <li>• Demonstrates clinical leadership</li> <li>• Is responsible for quality of health care and management of risk</li> <li>• Develops clinical standards</li> <li>• Develops specialist clinics</li> </ul>
	<p>Formally monitors patient outcomes</p>	<ul style="list-style-type: none"> <li>• Evaluates patient response to treatment provided and modifies care plan as necessary</li> <li>• Records changes and reasoning behind care plan changes</li> <li>• Implements evaluation process to measure efficacy of care.</li> </ul>
	<p>Provides medical services to aged residential care facilities, including:</p> <ul style="list-style-type: none"> <li>• Initial assessments</li> <li>• Three-monthly reviews</li> <li>• Assessment of acute presentations</li> <li>• Medication reviews</li> <li>• Support and advice for residents, families/whānau and carers</li> <li>• Accurate recording of consultations,</li> </ul>	<ul style="list-style-type: none"> <li>• Initial examination of each resident admitted to a facility, when requested to do so</li> <li>• A regular monthly (if condition unstable) or 3-monthly review (if condition stable) of residents</li> <li>• Prompt response to requests for assistance</li> <li>• Prescriptions and certifications completed correctly and in timely fashion</li> <li>• Medication reviews completed within</li> </ul>

	<p>findings and treatments ordered for residents</p> <ul style="list-style-type: none"> <li>• Liaison and coordination between aged care facilities and health centre</li> </ul> <p>Completion of death and cremation certificates, including visits to funeral homes if required</p>	<p>required timeframes</p> <ul style="list-style-type: none"> <li>• Support obtained from resident's general practitioner when clinically appropriate</li> <li>• Individual responsibility taken for position requirements and decision making</li> </ul>
<b>2</b>	<b>Prescribing Practice</b>	
	<p>Prescribes and administers medication within legislation, codes, scope and specific area of practice and according to established prescribing processes and NZ guidelines</p>	<ul style="list-style-type: none"> <li>• Has an understanding of the legislation, contractual environment, subsidies, professional ethics and key government agencies associated with prescribing</li> <li>• Understands the use, contraindications and interaction of prescription medicines and any other medicines</li> <li>• Understands and recognises adverse reactions and acts to limit these</li> <li>• Recognises drug misuse either under or over and acts appropriately</li> <li>• Monitors and documents the patient's response to prescription drugs</li> </ul>
<b>3</b>	<b>Leadership</b>	
	<p>Provides Leadership</p>	<ul style="list-style-type: none"> <li>• Initiates and leads professional development within scope of practice</li> <li>• Supports peer supervision and review of currency of practice</li> <li>• Identifies practice areas of concern, risk and learning opportunities</li> <li>• Shows willingness to participate in national and local health policy development</li> </ul>
<b>4</b>	<b>Clinical Management</b>	
	<p>Quality</p>	<ul style="list-style-type: none"> <li>• Develops and participates in audits.</li> <li>• Monitors and achieves clinical KPI's</li> </ul>
	<p>Policies</p>	<ul style="list-style-type: none"> <li>• Develops required clinical protocols in conjunction with medical staff to ensure that best practice is maintained</li> <li>• Participates in regular review and updating of policies</li> </ul>
	<p>PHO Initiatives</p>	<ul style="list-style-type: none"> <li>• Ensures that new PHO initiatives relevant to scope of practice are implemented and staff are appropriately trained</li> </ul>



<b>5</b>	<b>Communication</b>	
	External	<ul style="list-style-type: none"> <li>• Good working relationships are retained with external stakeholders, business partners and other health professionals</li> </ul>
	Internal	<ul style="list-style-type: none"> <li>• All staff and owners are kept informed by way of regular communication as to the things that affect them within the practice</li> </ul>
<b>6</b>	<b>Compliance</b>	
	Health Professionals Competency Assurance Act	<ul style="list-style-type: none"> <li>• All practice is within the scope of practice set by the responsible body</li> <li>• Prescribing is carried out within the limits of scope and particular area of practice</li> </ul>
	Health and Disability Commission	<ul style="list-style-type: none"> <li>• Any patient complaints are dealt with in a professional and empathetic manner, within agreed time frames</li> <li>• Confer with Practice Manager and Principals in regard to any HDC complaints or requests for information</li> </ul>
	Privacy Act and Health Information Privacy Code	<ul style="list-style-type: none"> <li>• Compliance with Privacy Act and Code</li> <li>• Total confidentiality and privacy of patients is maintained</li> </ul>
	Health and Safety	<ul style="list-style-type: none"> <li>• Participate in hazard identification and mitigation of risk</li> <li>• Comply with current NZ legislation</li> </ul>
<b>7</b>	<b>Other</b>	
	Other duties	The Nurse Practitioner may be asked from time to time, to perform other tasks in order to maintain the smooth and effective service of the practice

Date this document was initially agreed upon: .....

Next review date: .....