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| Registered Undergraduate Student of Nursing (RUSON) Template Position Description |
| March 2022 |

**POSITION DESCRIPTION**

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| Position Title: | | **Registered Undergraduate Student of Nursing (RUSON)** |
| Business Unit/Department: | | Nursing & Midwifery |
| Division: | | Nursing & Midwifery Directorate |
| Award/Agreement: | | Nurses and Midwives (Vic Public Sector) (Single Interest Employers) Enterprise Agreement 2020-2024 (Clause 85 and Clause 106) |
| Classification: | | RUSON |
| **Reports To:** | | Nurse Unit Manager |
| **Direct Reports:** | Nil | |
| Date Prepared/Updated: | | **10 March 2022** |

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| **Position Purpose** |
| The RUSON assists the health care team to provide delegated aspects of patient care.  Elements of patient care will be delegated in accordance with the professional judgement of the supervising registered nurse, and in accordance with the level of achieved educational preparation and assessed competence by the education provider of the individual RUSON.  The RUSON is employed to undertake activities contained within the RUSON Core Duties List and Exclusion List. Where rostered in a Special Care Nursery core duties and exclusion lists must be developed in consultation with, and agreed to by, the Australian Nursing and Midwifery Federation. |
| **Business Unit Overview** |
| **<XXXX>** |
| **Key Accountabilities** |
| A RUSON is required to work under the direct supervision and delegation of a Registered nurse (RN) at all times, and work within the agreed core duty list.  A RUSON will complete performance appraisals/reviews in accordance with hospital policy.  A RUSON must maintain their academic obligations in the Bachelor of Nursing and remain as an active student throughout their fixed term employment.  A RUSON will work with one or more Registered nurses to provide delegated care to a group of patients.  Function in accordance with legislation and the organisation’s local policies and procedures, conducting practice within a professional and ethical framework to deliver delegated care.  Collaborate and consult with the Registered nurse and other multidisciplinary team members to achieve desired health outcomes for patients.  Ensure all patients, residents, families, clients, visitors and staff are treated with respect, dignity and courtesy; an environment that is free from harassment and discrimination.  Accept accountability and responsibility for providing a high standards of direct patient care within the scope and core duties list of the RUSON.  Works collaboratively with both the employer and the University to ensure the requirements of both organisations are met.  Compliance with all **<Health Service name>** Policies and Procedures.  Adherence to infection control policies and procedures as identified in the **<Health Service name>** Infection Control Manuals  Participation in **<Health Service name>** integrated risk management  and quality improvement systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleagues.  Ensure that the affairs of the **<Health Service name>** ,  and its partnering organisations, patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of **<Health Service name>**  Recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors, which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst **<Health Service name>** employees.  Commitment to a patient/client centred approach in the provision of health care and services, consistent with the employing organisation’s values, mission and vision. It is expected that you demonstrate the core values of patient centred care in every interaction with patients, carers and colleagues. |
| **Key Working Relationships** |
| **Internal**:   * Nursing Unit Manager * Associate Nursing Unit Manager * Other nursing staff * Director of Nursing and Midwifery * Assistant Directors of Nursing & Midwifery * Divisional Director * Operations Manager * Allied health * Medical officers |
| **Key Selection Criteria** |
| Currently enrolled at a University to undertake undergraduate nursing study, who is registered with Ahpra  as a student nurse, and who at commencement, has successfully completed not less than twelve months of the Bachelor of Nursing Degree - Clause 106.1 Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2020-2024 (or equivalent undergraduate program of study leading to registration with AHPRA as a registered nurse, including the Master of Nursing Practice, or Bachelor of Nursing/Midwifery double degree) |
| **Additional Requirements** |
| Technical/Professional Knowledge and Skill  * Demonstrated satisfactory academic progress in the Bachelor of Nursing (Credit or above for all subjects and competency in clinical placements preferred but not essential).  Personal Attributes  * Adaptability: Maintaining effectiveness when experiencing major changes in work responsibilities or environment; adjusting effectively to work within new work structures, processes, requirements, or cultures. * Work Standards: Setting high standards of performance for self and others; assuming responsibility and accountability for successfully completing assignments or tasks; self-imposing standards of excellence rather than having standards imposed. * Stress Tolerance: Maintaining stable performance under pressure or opposition (such as time pressure or job ambiguity); handling stress in a manner that is acceptable to others and to the organization. * Initiating Action: Taking prompt action to accomplish objectives; taking action to achieve goals beyond what is required, being proactive. * Continuous Learning: Actively identifying new areas for learning; regularly creating and taking advantage of learning opportunities; using newly gained knowledge and skill on the job and learning through their application. * Managing Work (includes Time Management) – Effectively managing one’s time and resources to ensure that work is completed efficiently.  Interpersonal Skills  * Communication: Clearly conveying information and ideas through a variety of media to individuals or groups in a manner that engages the audience and helps them understand and retain the message. * Collaboration: Working effectively and cooperatively with others; establishing and maintaining good working relationships. * Patient Relations: Meeting patient and patient family needs; taking responsibility for a patient’s safety, satisfaction, and clinical outcomes; using appropriate interpersonal techniques to resolve difficult patient situations and regain patient confidence.  Occupational Health and Safety  * All public health employees share responsibility for occupational health and safety, (OH&S) with specific responsibilities and accountabilities allocated to positions within the organisational structure. * Employees also have a responsibility to the National Safety and Quality Standards (NSQHS) in ensuring the effective and safe delivery of healthcare services. * Any employee who fails to meet his/her obligations concerning health and safety may, depending on the circumstances, face disciplinary action up to, and including, dismissal. * Employees have a responsibility to comply with all relevant OH&S management system Policies, Procedures and programs. This includes the Injury Management Program. * Employees have a responsibility to take all reasonable care to prevent incident or injury to themselves or to others in the workplace. Employees are expected to learn and follow approved standards and Procedures that apply to their activities and check with their Manager when they have any doubts concerning potential hazards.   Employees have a responsibility for:   * Looking after their own health and safety and those of others in the workplace * Follow safe work practices and use personal protective equipment as required * Participate in OH&S consultation and OH&S training initiatives * Report any accidents, incidents, injuries “near misses”, safety hazards and dangerous occurrences, assist with any investigations and the identification of corrective actions * Cooperate with managers and supervisors so that they can meet their OH&S responsibilities * Don’t willfully interfere with or misuse anything provided in the interest of health and safety or willfully put anyone at risk * Performing only those tasks for which they have received appropriate training and instruction * Ensuring that they understand and comply with those responsibilities which apply to them while performing their duties at the workplace * Participate in emergency evacuation exercises  Other  * Ability to work AM, PM and night duty shifts over a 7-day roster |
| **General Information** |
| * Appointment is subject to a satisfactory Staff Immunisation clearance and a satisfactory current Police Record Check. * Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive. * Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s). * An interim performance development and review discussion will occur with your Manager/educator three months from your commencement date and annually thereafter. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead. |
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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: | Click here to enter the Employee’s name. |  | |
| Employee’s Signature: |  | Date: | Click here to enter a date. |
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