

**Position Title:** Registered Midwife

**Directorate:** Acute Nursing and Midwifery

**Department:** Acute Operations

**Reporting to:**

- Direct: Nurse Unit Manager
- Indirect: Operations Director Specialists Clinics, Women's & Children's services
- Professional: Chief Nursing & Midwifery Officer

**Appointment Terms/Conditions:**

**Classification and Code:** Registered Nurse Division 1 with endorsement as a Midwife/Registered Midwife - Registered Midwife Grade 2 (YS2-YS8)

**Enterprise Agreement:** Nurses & Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028.

**ORGANISATIONAL INFORMATION**

Grampians Health was established on 1 November 2021. Drawing on a regional history of over 150 years, we provide service to over 250,000 Victorians, operate across 21 campuses and sites, and employ more than 7,000 dedicated professionals. Our values reinforce our commitment to providing high-quality, accessible healthcare services close to home. Our mission is to serve the communities of the Grampians region with comprehensive care, ensuring every individual receives the attention they deserve. For more information, visit [www.grampianshealth.org.au](http://www.grampianshealth.org.au).

<b>Collaboration</b>	<b>Compassion</b>	<b>Accountability</b>	<b>Respect</b>	<b>Innovation</b>
<i>We are stronger together.</i>	<i>We show that we care.</i>	<i>We do what we say and say what we do.</i>	<i>We appreciate and value all people.</i>	<i>We adapt and innovate to achieve best outcomes.</i>
Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness and empathy.	Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

## **POSITION PURPOSE**

### **The Registered Midwife:**

- Is responsible for providing best practice standards of midwifery care and service delivery, and the promotion of health and well-being for women and their families who are clients of the Maternity Unit at Grampians Health
- Delivers both hospital and community focused services that are culturally sensitive
- Incorporates where possible the continuum of midwifery care throughout pregnancy, birth and early postnatal period based on the philosophy of “women centred” midwifery practice
- Implements and monitors midwifery care ensuring that it is delivered in a timely, safe and appropriate manner in accordance with legislation and common law affecting midwifery practice
- Works within the 10 steps as defined by WHO Baby Friendly Hospital Initiative
- Incorporates health counselling and education to prepare the client and her family for all aspects of pregnancy, childbirth and care of the newborn.
- Is responsible for planning, implementing and evaluating evidence-based midwifery care in collaboration with the multidisciplinary team to achieve optimal healthcare outcomes for women of childbearing age.
- Practices independently and interdependently assuming accountability and responsibility for their own actions and the delegation of care to other healthcare workers as required
- Develops professional practice in accordance with the health needs of the woman and her family and changing patterns in maternity care
- Completes all mandatory education and participates in organizational education and professional development
- Works collaboratively with the Nurse Unit Manager and the team to support and enhance the core business of the designated clinical area
- Contributes to quality healthcare through personal and professional development, research data, clinical supervision and development of policy and clinical practice guidelines
- Ensures patient flow supports the achievement of organisational Key Performance Indicators, National Emergency Access Targets (NEAT, and National Elective Surgical Targets (NEST)
- Promotes nursing leadership within the Directorate
- Rotates into senior positions as delegated by the Nurse Unit Manager

## **KEY ACCOUNTABILITIES**

### **Achieving Results, Innovation and Driving Change to Deliver High Quality Patient Care**

- Ensures and promotes an excellent standard of care and service is delivered by partnering with patients, consumers, carers and the community at all levels of health care provision, planning and evaluation
- Accepts responsibility for own actions and seeks guidance when a situation exceeds experience or knowledge
- Acts as a patient advocate and demonstrates a commitment to the patients “Charter of Healthcare Rights”
- Supports the Nurse Unit Manager and the team to review and evaluate best practice evidence based clinical care
- Role models a positive vision for change and supports change management at both local and organizational level
- Actively engages in opportunities to consider innovations in midwifery practice/research and models of care that focus on family centred care and the delivery of sustainable, quality, cost effective midwifery services
- Participates in local, service and Directorate committees and working groups, attends meeting and reports back to local team meetings

### **Key Performance Measures**

- Observation of practice demonstrates evidence of the delivery of safe and quality best practice evidence-based family centred care in partnership with the woman, her family consumer’s and the community

- Observation of practice demonstrates evidence of a positive approach to the role and a commitment to promote and support change at both local and organizational level

### **Business and Financial Acumen**

- Utilises the resources of the organization responsibly and in a cost-effective manner
- Have an awareness of the annual budget build framework
- Works within the “Delegations of Authority” consistent with the role

### **Key Performance Measures**

- Observation of practice and use of resources at the local level demonstrates an understanding of responsible financial management

### **Critical Thinking and Decision Making**

- Uses best available evidence and midwifery expertise to improve current practice
- Displays an ability to analyse situations and make appropriate decisions in a timely manner to ensure the needs of patients, staff and the organization are met
- Participates in constructive decision making that impacts at local and Directorate level
- Identifies and supports the relevance of midwifery and health research to improve health outcomes for all cultural groups

### **Key Performance Measures**

- Demonstrates the ability to apply critical thinking skills and make sound clinical decisions on a shift to shift basis
- Demonstrates a collaborative working relationship with the Nurse Unit Manager and the team in relation to decision making at local level

### **Interpersonal Communication, Influence and Leadership**

- Establishes a compassionate environment by providing emotional, psychological and spiritual support to women, their families and carers
- Demonstrates respect for cultural, psychosocial and spirituality of individuals
- Maintains a professional and respectful approach in all interpersonal communication with patients’ consumers and colleagues in accordance with Grampians Health values
- Communicates with and involves families/carers in decision making processes as deemed appropriate
- Supports a culture of professional respectfulness where all team members feel supported and confident to raise concerns or ideas
- Maintains a cooperative relationship with the health care team by communicating information, building rapport and participating in team problem solving
- Attends and contributes to clinical handover and team meetings
- Assists with the orientation and preceptorship of new staff
- Supports the development of others by acting as a clinical resource to colleagues

### **Key Performance Measures**

- Observation of conduct and daily interactions with all staff demonstrate Grampians Health values are upheld

### **Managing Performance**

- Completes mandatory training requirements by the due date
- Participates and engages in the annual performance review and professional development plan in accordance with Grampians Health Staff Development Program
- Supports the Nurse Unit Managers with strategies to retain staff including positive recognition, comprehensive orientation, building a cohesive team culture, coaching and mentoring
- Consults with the Nurse Unit Manager regarding all professional nursing practice issues

### **Key Performance Measures**

- Demonstrates evidence of participation in own performance review and development plan
- Demonstrates evidence of support for the Nurse Unit Manager in relation to all HR processes

### **Planning and Priority Setting**

- Performs a systematic and focused midwifery assessment of the woman and the environment
- Plans, delivers evaluates and reviews midwifery care in partnership with women, their families and carers and the multidisciplinary team
- Prioritises workload based on needs, acuity and optimal time for intervention and care delivery
- Delegates aspects of care to others according to their level of competence and scope of practice and follow up to ensure appropriate standards of care are provided
- Documents all aspects of care, analyses and interprets data accurately utilising the organisations clinical patient information and documentation systems
- Responds effectively to unexpected or rapidly changing clinical situations
- Recognises and responds to clinical deterioration of the patients and utilizes the Clinical Escalation policy to escalate clinical care issues and concerns
- Maintains an orderly environment to assist in the smooth operations of the clinical ward/department
- Communicates all patient flow and access issues to the shift coordinator
- Actively participates and takes responsibility for work associate with delegated portfolios
- Actively participates in committees and working groups both at local and Directorate level

### **Key Performance Measures**

- Observation of practice demonstrates the delivery of safe quality maternity care in partnership with the woman and relevant others, and implementation of efficient and effective patient flow and access strategies
- Demonstrates evidence of ability to prioritise workload, manage time efficiently and delegate care to others as required
- Observation of practice demonstrates ability to recognise and respond to the deteriorating patient

### **Quality, Safety and Risk Management**

- Takes all reasonable care for personal safety and the safety of colleagues, patients and their families/carers
- Maintains a good working knowledge of the National Safety and Quality Health Service Standards, takes initiative to pursue opportunities for quality improvement and actively contributes to the health service accreditation process
- Ensures hazards and/or risks are identified and reported promptly, assisting the Nurse Unit Manager to implement prevention strategies and complying with strategies to ensure the safety of all patients and consumers
- Ensures own annual mandatory training is up to date at all times
- Participates with preparation for accreditation and supports the health service accreditation process by maintaining up to date knowledge

### **Key Performance Measures**

- Demonstrates achievement of 100% compliance with own mandatory competencies
- Proactively reports any systems and safety non-compliance and assists to implement remedial action plans
- Demonstrates active involvement in preparation for accreditation and participation in the health service accreditation process

### **Self-Management**

- Demonstrates a positive attitude to the agreed role and responsibilities of the position
- Maintains and updates own professional portfolio to demonstrate ongoing commitment to learning and best practice
- Invites and assimilates feedback from others by active participation in own performance review

### **Key Performance Measures**

- Reflects on practice in line with Grampians Health and the Directorates values and applies these when interacting with others
- Appropriately and effectively articulates feelings and opinions
- Adopts an emotionally intelligent approach to leadership
- Perceives and understands the emotions of others
- Maintains resilience through stressful situations
- Actively engages in ongoing self-development

## **KEY SELECTION CRITERIA**

### **Essential Attributes:**

- Be eligible for registration as a Registered Midwife with the Australian Health Practitioner Regulation Agency (AHPRA) and hold a current Practising Certificate
- Demonstrated clinical knowledge and skills commensurate with experience as a midwife
- Demonstrated organisational skills particularly with respect to time management
- Demonstrated ability to contribute to and practice collaboratively as part of a multidisciplinary team
- Demonstrated ability to communicate effectively with patients, visitors and staff at all levels within the organisation
- Have well developed interpersonal skills
- Demonstrated evidence of commitment to ongoing education and professional development
- Demonstrated knowledge of and involvement in evidence-based practice and research activities
- Demonstrated ability to use the Information Communications Technology required in maternity services

### **Desirable:**

- Recent clinical experience in maternity care
- The ability to work across the childbearing continuum as required
- Current Drivers Licence
- Extra certificates or qualifications relevant to maternity care, for example childbirth education, lactation consultant, or family planning.

## **ORGANISATIONAL REQUIREMENTS**

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework.
- Participation in the Grampians Health integrated quality improvement and risk management 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 colleague.
- You must ensure that the affairs of Grampians Health, its 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 Grampians Health.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary an NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

## **OCCUPATIONAL HEALTH, SAFETY AND QUALITY RESPONSIBILITIES**

### **Responsibilities and Accountabilities**

All Grampians 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**

Employees have a responsibility to comply with all relevant BHS OH&S management system Policies, Procedures and programs. This includes the BHS 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 wilfully interfere with or misuse anything provided in the interest of health and safety or wilfully 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.

### **Employees (Clinical – NSQHS)**

The role of clinical employees is to ensure safe and effective delivery of healthcare services by:

- Actively participating in organisational processes, safety systems and improvement initiatives.
- Understanding their responsibilities for safety and quality in healthcare
- Following safety and quality procedures
- Supervising and educating other members of the organisation
- Participating in review of performance procedures individually, or as part of a team
- Forming partnerships with patients and carers to ensure effective and safe delivery of healthcare.

## **OTHER RELEVANT INFORMATION**

- At Grampians Health we 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 Grampians Health employees.
- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
- 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 annual performance review will occur with your Manager. 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.