

## POSITION DESCRIPTION

# NNSWLHD - Social Worker Level 1-4 - Renal

Our CORE values  
Collaboration Openness Respect Empowerment



<b>Organisation</b>	NSW Health
<b>Local Health District / Agency</b>	Northern NSW Local Health District
<b>Position Classification</b>	Social Worker Lvl 1, Social Worker Lvl 2, Social Worker Lvl 3, Social Worker Lvl 4,
<b>State Award</b>	NSW Health Service Health Professionals (State) Award
<b>Category</b>	Allied Health   Health Clinician
<b>Website</b>	<a href="http://www.nnswlhd.health.nsw.gov.au/">www.nnswlhd.health.nsw.gov.au/</a>

## PRIMARY PURPOSE

Providing high quality clinical services and leadership as an integral part of the multidisciplinary health care team for patients/clients of the Northern NSW Local Health District (NNSWLHD).

Providing social work services to people with late stage chronic renal disease that includes advocacy, psychosocial assessment, information provision, referral to community services, emotional support and family/carer support using a client centred framework.

The successful applicant will have a professional development plan in place that will provide the opportunity for work based development which allows for progression through the Award levels in accordance with the incumbent's skill acquisition. It is an expectation that staff appointed who undertake to complete the required qualifications will complete these within a defined time frame.

## ESSENTIAL REQUIREMENTS

Relevant qualification in Bachelor of Social Work with eligibility for membership to Australian Association of Social Workers. To be appointed as a Level 2 Health Professional, evidence must be provided of three years' clinical experience and if requesting appointment as a Level 3 or 4 Health professionals evidence must be provided of three years' clinical experience and demonstrated experience of extensive specialist knowledge or a high level of broad generalist knowledge within their discipline as defined by the award definitions of a level 3 or level 4 practitioner.

Valid unrestricted drivers' licence for use in NSW/Australia

Valid NSW Employee Working With Children Check.

Responsibilities under WHS - Non-Supervisor

You must take all reasonable care for yourself and others and comply with any reasonable instruction, policies and procedures relating to work health safety and wellbeing.

## KEY ACCOUNTABILITIES

Accountabilities are expected to be matched and undertaken within the scope of practice of the level of appointment and will be reviewed at regular intervals including annual performance and expectations outlined as per the Multilevel Key Accountability document.

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Provide clinical services in an integrated, person centred and evidenced based approach to ensure optimal client outcomes.

Apply professional knowledge and judgement (within the scope of practice of the level of appointment) when performing novel, complex or critical tasks where principles, procedures, techniques and methods require review and modification to maximise client comfort, safety and improved outcomes.

Participate in workplace education, support and quality improvement activities to improve the care of clients of NNSWLHD. With increased seniority, responsibilities will include planning, implementing, evaluating and reporting on services, identifying opportunities for improvement in clinical practice, developing and leading ongoing quality improvement activities with staff and participating in clinical research opportunities.

Work in collaboration with health service managers to meet the organisation goals and key performance indicators.

Develop and demonstrate cultural competence and understanding and to commit to improving the health outcomes of Aboriginal people.

Provide supervision to students, Level 1, 2 and 3 health professionals, technical and support staff (within the scope of practice of the level of appointment) to promote education and learning and optimal client outcomes.

## KEY CHALLENGES

- Managing time and prioritising the clinical workload within finite resources, to ensure the delivery of optimum standards of practice that meet patient needs and expectations.
- Contributing, in an environment of constant change and increased reliance on information technology, to improving the ways in which allied health and other members of the health care team work together to provide treatment, care and support.
- Working with at risk, vulnerable and distressed clients, families and carers.

KEY RELATIONSHIPS	
Who	Why
Patients/clients and their families	Provide appropriate high quality person centred care that meets needs and expectations in line with the CORE values.
Multidisciplinary team	Collaborate and coordinate to provide efficient and effective person centred care.
Line manager and clinical supervisor	Professional and operational leadership and management. Provide guidance, direction and feedback in relation to the delivery of quality patient care.

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## SELECTION CRITERIA

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Demonstrated clinical reasoning and ability to apply professional judgement when performing novel, complex or critical tasks within the scope of practice of the position

Demonstrated understanding of the interface between acute, sub-acute and community based service provision

Demonstrated ability to utilise problem solving skills and a multidisciplinary team approach in the planning, delivery and coordination of patient care

Demonstrated effective communication through the use of information technology, written, verbal and interpersonal skills with the ability to identify key messages, issues and concerns when communicating with others.

Demonstrated knowledge and understanding of person centred care, quality improvement and evidence based practice

Valid unrestricted drivers licence for use in NSW/Australia and willingness to travel in the course of employment

## OTHER REQUIREMENTS

### Professional Behaviour and Communication

All employees are required to achieve, uphold and model a high standard of professional behaviour and communication.

- Any conduct on your part, whether during or outside business hours, which has the capacity to affect or damage the professional reputation of NSW Health, or your ability to uphold that reputation or image, could lead to disciplinary action, including dismissal
- Appropriate professional behaviour incorporates all levels of interpersonal behaviour, including formal and informal communication with colleagues, patients and carers

All employees are responsible for:

- Complying with all current NSW Health and NNSWLHD policies, including the NSW Health Code of Conduct
- Complying with profession-specific Code of Ethics/Code of Professional Conduct and Scope of Practice

### Workplace Culture

Your workplace behaviours and practices are expected to:

- Proactively contribute to a positive, productive and safe workplace culture
- Adhere to the CORE values of Collaboration, Openness, Respect and Empowerment identified in the NSW Health Workplace Culture Framework

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### Privacy

All employees are expected to comply with personal information protection principles and health privacy principles as per the NSW Health Privacy Manual for Health Information, NSW Health and NNSWLHD privacy policies and procedures, and relevant legislation:

- Privacy and Personal Information Protection Act 1998 (NSW)
- Health Records and Information Privacy Act 2002 (NSW)

### Performance

All employees will:

- Have a performance agreement with their manager, linking individual performance objectives and role requirements to corporate objectives
- Participate in an annual performance appraisal

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- Be responsible, with the support of their managers, for proactively developing their own performance to meet expectations and achieve objectives
- Actively contribute to their performance management by having open and honest conversations with managers and colleagues and providing and receiving constructive feedback

### Quality Improvement

NNSWLHD complies with the National Safety and Quality Health Service Standards. All employees are expected to:

- Be aware of and comply with their responsibilities under the Standards
- Actively participate in quality improvement initiatives within their teams
- Participate in organisation-wide quality improvement activities as required

### Workplace Health & Safety

All employees have responsibilities under the Workplace Health & Safety Act of 2011. Signing this Position Description confirms you understand the responsibilities relevant to your role.

### Risk Management

All employees are expected to notify into the incident management system any incidents and patient complaints which occur in your own area (both clinical and corporate incidents).

All employees will:

- Identify and manage risks in your own area, and report risks to your manager which are beyond your capacity or authority to manage.