

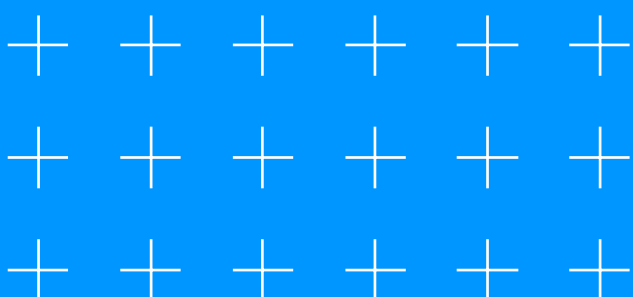


**The Royal
Melbourne
Hospital**

**Advancing
health
for everyone,
everyday.**

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

Enrolled Nurse

Position Title:	Enrolled Nurse
Service:	Home First, Ambulatory and Complex Care Services
Location:	The Royal Melbourne Hospital - Royal Park Campus
Reports To:	Nurse Unit Manager – Aged Care 4
Enterprise Agreement:	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2024–2028
Classification:	IB60- IB75
Immunisation Risk Category:	Category A
Date of Review:	April 2025

The Medicine and Community Care service provides patient care across acute, sub-acute and community services. The Enrolled Nurse at Melbourne Health will deliver a high standard of evidence-based nursing care under the supervision of a Registered Nurse. The Enrolled Nurse assumes responsibility for their own practice based upon their level of educational preparation and competence.

- supervised clinical practice and patient care
- patient health promotion and teaching
- patient advocacy
- collaborative patient and unit management
- preceptorship to undergraduate nurses and other Enrolled Nurses

AC4 is a 25 bed ward boasting a dynamic multi-disciplinary team, as well as a supportive and rewarding environment. As a Geriatric Evaluation and Management (GEM) ward at Royal Park Campus, AC4 provides specialist care to both general GEM patients as well as Dementia specific GEM patients within a secure and safe environment.

- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work in partnership with consumers, patients and where applicable carers and families.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Maintain ongoing communication with the Registered Nurse regarding health and functional status of individuals
- Ensure adherence to organizational standards and mandatory requirements but not limited to Infection Control, Hand Hygiene, Medication Safety, Basic Life Support, Manual Handling, Risk management and Occupational health and safety
- Demonstrates critical thinking in the conduct of Enrolled Nursing practice
- Contributes to the development of an effective discharge plan and provides appropriate patient education and referral to appropriate community providers in collaboration with the Registered Nurse
- Ensure direct reports receive regular feedback and participate in annual discussions.
- Contribute to organisation-wide and service/division initiatives and planning activities.
- Ensure training needs of direct reports are identified and undertaken.
- Ensure risk management activities are completed, effective controls are in place and incidents are recorded, investigated and corrective actions implemented as far as is reasonably practical.
- Create a psychologically safe work environment where everyone feels safe to speak up. Monitor and achieve relevant KPIs and targets and operate within their allocated budget.
- Maintain accurate and current medical records ensuring documentation meets professional and legal standards
- Is aware of the financial requirements of the department & demonstrates an awareness of cost effective nursing practice
- Provides support and care for individuals and groups within the scope of Enrolled Nursing practice

Internal	External
• Nurse Unit Manager of Ward	• Consumers
• Associate Nurse Unit Manager	• Families of consumers
• Nurse Educators	• Carers of consumers
• Clinical Nurse Specialists	
• Senior Subacute Services Manager	
• Patient Flow Coordinators and Clinical Nurse Manager	
• Medical Staff	
• Multidisciplinary and support staff	

Formal Qualifications:

- ### Essential:

- Desirable:

- ## KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- ## AT THE RMH WE:

- Enrolled Nurse | Home First, Ambulatory and Complex Care Services | April 2025

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Name (please print)

Date