

Position Description

Assistant in Nursing

Acute Care

MAY 2010

Position Description

POSITION DETAILS

Position No:	
Position Title:	Assistant in Nursing (AIN) – Acute Care
Responsible to:	Director of Nursing Services
Reports to:	Nursing Unit Manager
Division:	Nursing
Award:	Public Health System Nurses and Midwives (State) Award
Location:	NSW Health - Health Services
Hours of Work:	Seven day shift worker
Performance Management:	Appraisal after initial 3 months then annually

POSITION REQUIREMENTS

- 1. Qualifications** HLT32507 Certificate III in Health Services Assistance (Descriptor: Assisting in Nursing Work in Acute Care) or equivalent
- 2. Key functions**
 - Provision of support to the nursing team in the delivery of nursing care in an acute care environment as directed by the Registered Nurse
 - Provide direct care activities to patients in accordance with the nursing care plan and under the supervision of a Registered Nurse
 - Assist Registered and Enrolled Nurses with patient care interventions as directed
 - Contribute to collecting accurate health care information and maintaining accurate health care documentation as required
 - Communicate effectively with patients and other health care team members in accordance with appropriate protocol
- 3. Scope of Practice** Assistants in nursing work within a plan of care under the supervision and direction of the Registered Nurse and within the limits of the Assistant in Nursing position description

Assistants in Nursing retain responsibility for their own actions and remain accountable to the Registered Nurse for all allocated functions

Assistants in Nursing practice in accordance with NSW Health guidelines, the position description and local policy and protocol

4. Responsibilities

Assist in the delivery of the following direct care activities as allocated by a Registered Nurse;

- showering, bathing, sponging
- repositioning, pressure area and skin care
- hair washing, shaving
- mouth and denture care
- eye and ear care
- assistance with toileting
- provision, removal and cleaning of bedpans and urinals
- general ward ambulation and support mobilisation as per plan of care
- reinforce instructions on use of aids for mobility or care as detailed in plan of care, where appropriate
- assist with positioning, posture maintenance and comfort
- observe and report patient completion of and performance of tasks in line with care plan
- set up and assistance with patient meals and fluids for assessed low risk patients
- application of anti thromboembolic stockings
- simple wound dressings
- last offices/care of the deceased

Assist in the collection of clinical data as allocated by a Registered Nurse;

- patient weighing and specific measurements
- specific patient observations
- nursing admission (not nursing history or assessment)

Observe patients physical and psychological status and responses during the course of interactions within scope of knowledge, and report changes to the Registered Nurse

Report all patient observations to the appropriate Registered Nurse

Document all patient responses to direct care/assistance given, include in progress notes and clinical records in accordance with the plan of care and organisational protocols

Maintain the appearance and function of equipment such as lifting and mobilising aids, pressure reducing mattresses and other clinical devices used in nursing interventions

Change and make up occupied and unoccupied beds

Promote and maintain a clean, comfortable and safe environment for patients, staff and visitors

**5. Standard Statement of Obligations
(To be completed by Health Service/nursing unit)**

- 5.1 Professional practice**
- 5.2 Education and professional development**
- 5.3 Infection control**
- 5.4 Code of Conduct**
- 5.5 OHS and R**
- 5.6 EEO**