



Cultivating Healthy Communities

Position Title:	Infection Control Nurse
Reports To:	Infection Control Coordinator
Department:	Clinical Services
Classification:	Clinical Consultant A (ZF4) or, Clinical Consultant B (ZJ4) or, Enrolled Nurse Level 2 <i>[Subject to Registered Nurse or Enrolled Nurse registration and years of experience as per Enterprise Agreement description]</i>
Employment Conditions:	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2020-2024.
Qualifying Period:	6 months from commencement date.

East Wimmera Health Service (EWHS) is a fully accredited small rural health service consisting of 40 Acute and 95 Aged Care beds across five campuses in the Buloke and Northern Grampians Shires in North Western Victoria. Covering the land first inhabited by the Dja Wurrung, Barengi Gadjin, and Jaara Jaara peoples. EWHS encompasses the townships of Birchip, Charlton, Donald, Wycheproof and St Arnaud. EWHS provides a broad range of Acute, Community Based and Aged Care services integrated with local General Medical Practices. Additionally EWHS manages a number of other local services in post-acute care, planned activity groups and infection control. The duties of this position are to be performed with adherence to the purpose and values identified through EWHS's strategic plan and compliance with the Code of Behaviour for staff of EWHS.

Our Vision

To see sustainable improvement in the health and wellbeing of our community

Our Purpose

To work together with our community to achieve better health and wellbeing outcomes

Our Values

Together, Honesty, Empathy, Community, Open, Respect and Excellence

ROLE STATEMENT

The Infection Control Nurse, in conjunction with the Infection Control Coordinator (ICC), is responsible to minimise the risk of infection for patients, residents and health care workers by maintaining a safe environment that enables holistic care of patients and residents and protection for the health care worker.

POSITION SPECIFIC RESPONSIBILITIES

- Guide and influence clinical and work practices, to prevent and control the spread of infection through the design and implementation of effective organisational wide activities, education programs and policies.
- Assist the ICC in investigating and controlling hospital outbreaks and infection cluster among patients/residents and staff.
- Identify clusters of infections due to unusual microorganisms through regular review of patients/residents records and microbiology reports
- Provide reports to VICNISS Healthcare Associated Infection Surveillance System.
- Report infection rates directly to Campus clinical staff as appropriate.
- Ensure occupational exposures are managed and followed up effectively.
- Support ICC with the staff health program for all staff and manage the electronic data entry.
- Ensure that transmission based precautions are carried out effectively when required.
- Assist with the management of the waste management program with the Support Services Manager.
- Provide assistance with the Hand Hygiene program ensuring it is managed effectively providing support to the hand hygiene nurse.
- Provide assistance with the Aseptic Technique program ensuring resources are delivered and the trainers are supported.
- Provide information and data relating to Antimicrobial Stewardship to the Medication Advisory Committee.

Quality / Safety and Risk Management

- Act in accordance with all relevant external legislation and internal EWHS policies and procedures that relate to this position and the organisation.
- Participate in and contribute to quality improvement programs and other organisational activities to meet both NSQHS Standards and the ACQS Standards.
- Participate and contribute in occupational health and safety activities to ensure a safe work environment for consumers, community, staff and visitors.
- Minimise exposure to incidents of infection / cross-infection of patients, consumers, staff, visitors and the general public by adhering to the Health Service Infection Control policies and procedures.
- Cooperate with the EWHS's Occupational Health and Safety policies and to participate in appropriate safety education and evaluation activities.

Integrity

- The values and expected behaviours at EWHS support ethical and responsible decision-making and a culture where all staff behave with integrity and respond appropriately if behaviour (at any level within an organisation) falls short of expectations.
- EWHS's disclosure and reporting processes provide confidentiality, utilise effective investigation and escalation mechanisms and include a range of actions to address fraudulent, corrupt or other unacceptable employee behaviours.
- If you suspect unethical, fraudulent or corrupt behaviour, it is imperative to report that behaviour. Sometimes this behaviour is managed internally but if it meets the mandatory minimum requirements, the CEO as the principal officer at EWHS has a statutory obligation to report material issues to the Independent Broad-based Anticorruption Commission (IBAC)
- Reports can be made directly to the CEO or the Board depending upon the level within the organisation the suspected behaviour is occurring.

PERFORMANCE INDICATORS

- Data collected pertaining to wounds/infections.
- Implementation of appropriate and timely investigation and control mechanisms.
- Clusters identified, reported and managed.
- Rates of pathogenic organisms monitored.
- Published reports as required
- Incidents of occupational exposures are followed up as per Policy & Procedure
- Annual staff influenza rates provided to VICNISS.
- CQI activities.
- Evidence of effective waste management program.
- Audit of waste segregation and disposal.
- Evidence of an effective AMS program
- Compliance with the Education Training Schedule (ETS).

KEY BEHAVIORAL COMPETANCIES

- | | |
|------------------------|-------------------------------|
| • Integrity/Trust | • Functional/Technical Skills |
| • Interpersonal skills | • Motivating others |
| • Informing | • Timely decision making |

KEY SELECTION CRITERIA

- Registration with the Nursing and Midwifery Board of Australia via Australian Health Practitioner Regulation Agency. Open to Registered or Enrolled Nurses.
- High level interpersonal and communication skills.
- Ability to work as part of a multi-disciplinary team and to work independently of others.

- Demonstrated ability in the collection analysing and reporting of audit data.
- Ability to provide clinical education, information, and orientation regarding infection control to all staff, patients/clients and residents as required.
- Computer literacy, with knowledge of current software.
- Knowledge of the National Standards with a strong focus on leading organisational compliance with Standard 3, Preventing and Controlling Healthcare Associated Infections.
- Ability to interpret Infection Control Standards and develops / implements related policies and procedures.
- Ability to assess infection control practices, reviews results and implements necessary improvements to ensure best practice is achieved.
- Evidence of recent annual influenza immunisation or willingness to obtain.
- Evidence of full immunisation against COVID-19

Desirable:

- Australasian College for Infection Prevention and Control Foundations or Infection Prevention and Control Course or commitment to work towards,
- Gold Standard Hand Hygiene Auditor/ hand hygiene auditor or willingness to work towards.
- Nurse Immuniser or commitment to work towards.
- ACIPC Blood Borne Virus Testing Course or willingness to work towards. Registered Nurse.

The Infection Control Nurse at East Wimmera Health Service will hold:

- A current National Police Check or ability to obtain a satisfactory check.
- A current Victorian Drivers Licence.
- Ability to comply with the “Behavioural Outcomes” for this role.
- A current employee Working with Children Check.

East Wimmera Health Service

STANDARDS OF BEHAVIOUR

Our staff will always:

Our staff will not:

Together	<ul style="list-style-type: none"> • Work as part of the team • Mentor others • Provide encouragement to others • Care for others the way they would like to be cared for themselves • Partner with consumers in decision making about their healthcare 	<ul style="list-style-type: none"> • Be self-centred • Have inappropriate conversations with others • Demonstrate a “can’t-do” attitude • Ignore feedback given by patients or colleagues • Avoid responsibility • Refuse to assist others with their workload
Honesty	<ul style="list-style-type: none"> • Be open & honest with ourselves and with others • Make ethical decisions • Bring ourselves to work • Maintain high levels of integrity • Be responsible and accountable 	<ul style="list-style-type: none"> • Be dishonest • Be unreliable • Pass the buck • Be lazy
Empathy	<ul style="list-style-type: none"> • Commit to delivering a positive health experience to every person every time • Show compassion to all people • Demonstrate empathy & understanding 	<ul style="list-style-type: none"> • Be sarcastic • Be judgmental • Make care decisions without consulting the consumer
Community	<ul style="list-style-type: none"> • Maintain customer focus • Lead by example • Be responsible & accountable for their own actions • Stand up and take action • Escalate issues or behaviours of concern 	<ul style="list-style-type: none"> • Be hypocritical • Contribute to rumours • Discriminate against others • Think they’re better than others • Be passive
Open	<ul style="list-style-type: none"> • Demonstrate consistency • Treat people equally • Be considerate & understanding • Be collaborative and collegiate • Deal with issues 	<ul style="list-style-type: none"> • Demonstrate favouritism & exclusion • Withhold information • Ignore issues
Respect	<ul style="list-style-type: none"> • Maintain confidentiality & privacy • Be punctual • Listen to others & accept differences • Respond courteously • Greet all people by saying hello, smiling and introducing themselves • Be culturally informed and sensitive • Respect diverse opinions 	<ul style="list-style-type: none"> • Be arrogant • Be disrespectful • Display rudeness • Bully, harass or display aggression • Allow unacceptable behaviour
Excellence	<ul style="list-style-type: none"> • Expect and deliver excellence • Persevere to do the best job they can • Strive continuously to improve • Be professional & enthusiastic • Have the courage to question what we do 	<ul style="list-style-type: none"> • Give up • Accept mediocrity • Leave an untidy workplace

Staff at EWHS must also comply with both the Industry and organisational Code of Conduct

RISK ASSESSMENT / JOB ANALYSIS

East Wimmera Health Service provides a safe working environment for staff as part of the process Risk Assessments have been carried out and this position could include some or all of the following.

(Please mark (eg X or ✓) to those that apply to this position)

Aspects of Normal Workplace	Frequency			
Work Environment	Occasionally	Regularly	Continual	NA
• Work with the possibility of extended hours	✓			
• Work in locations geographically separated from main facility	✓			
• Working off site which may include clients homes				✓
• Clinical areas		✓		
• Travelling or Driving in cars on a regular basis		✓		
Work Activity				
• Manage demanding and changing workloads and competing priorities		✓		
• Undertake administrative tasks including intensive computer keyboarding work, filing, writing, concentrating for long periods of time		✓		
• Sitting at the computer for extended periods of time		✓		
• Sitting in meetings for extended periods of time		✓		
• Use of technology including photocopiers, telephones			✓	
• Undertake manual handling of equipment	✓			
• Patient Handling (<i>No Lift Program operates throughout EWHS</i>)				✓
• Exposure to Substances (<i>Protective equipment & procedures in place to prevent contact</i>)	✓			
Work relationships				
• Work in a team environment and at times independently			✓	
• Interaction with staff from other disciplines and departments		✓		
• Interacts with: <ul style="list-style-type: none"> ○ colleagues and other hospital staff ○ members of the public ○ Patients and relatives 	✓	✓		✓



Cultivating Healthy Communities

I acknowledge:

- That I have read and fully understand the Position Description and the position's Job Analysis.
- I agree that I have the physical ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities and duties.
- I understand that the information provided is a general outline and may not encompass every aspect of the position.
- That EWHS may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- I understand that this is separate to the employment agreement that I will sign, outlining the terms and conditions of my employment.

Name (please print) _____

Signature _____

Date _____

Document Control	
Executive Sponsor: Director of Clinical Services	
Manager Responsible: Infection Control Coordinator	
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Last Review: October 2023	Next Review: October 2025