



**Enrolled Nurse Section**  
NEW ZEALAND NURSES ORGANISATION

**Draft**

**Generic**

**Enrolled Nurse**

**Position Description**

**May 2022**

## Enrolled Nurse Section Vision & Values

### Vision

The Enrolled Nurse Section NZNO Vision is for enrolled nurses to work in partnership with our communities to improve the health status of all, with particular emphasis on Maori and Pacific peoples and other communities with health disparities.

Enrolled Nurses will serve our patients and communities by ensuring the delivery of both quality focused and cost-effective healthcare, at the right place, right time, and right setting

Enrolled Nurses work in a variety of different areas of health care provision in New Zealand and gain different skills and knowledge. Enrolled Nurses deepen their skills and experience which are essential to their career development and aspirations

### Values

#### ***Equity***

Promotes equitable opportunity for positive health outcomes within the context of Māori health, including whānau (family/community health), tinana (physical health), hinengaro (Mental health) and Wairau (spiritual health). Demonstrates commitment to eliminating health inequities in daily practice

#### ***Partnership***

Working alongside and encouraging others in health sectors to ensure consistent care, achieving health gain and independence for our population

#### ***Care and Respect***

Treating people with respect and dignity, valuing individual and cultural differences and diversity

#### ***Professionalism***

Act with integrity and embrace the highest ethical standards

#### ***Teamwork***

Achieving success by working together and valuing each other's skills and contributions

#### ***Innovation***

Constantly seeking and striving for new ideas and solutions

#### ***Responsibility***

Enhancing our capabilities to achieve outstanding results and taking accountability for our individual and collective actions, whilst being accountable

### The position of the Enrolled Nurse encompasses the following:

- Provide skilled nursing care through application of clinical knowledge

- Practice in a clinically and professionally safe manner
- Provide health promotion as an integral part of practice
- Demonstrates appropriate and effective multi-disciplinary teamwork
- Demonstrates responsibility for ongoing professional development
- Communication and teamwork
- Treaty of Waitangi Legislation
- Health and Safety at work

The outcome requirements of the above key responsibility areas are outlined below:

<p><b><i>Provide skilled nursing care through application of clinical knowledge</i></b></p>	<ul style="list-style-type: none"> <li>• Establishes a collaborative working relationship and demonstrates an ability to act as an advocate for the health consumer</li> <li>• Contributes to the development of care plans in collaboration with the health consumer and clarifies responsibilities for planned care with the Registered Nurse.</li> <li>• Contributes to nursing assessments by using assessment tools.</li> <li>• Provides individualised nursing care using experience in collaboration with the Registered Nurse</li> <li>• Practices nursing in partnership with the health consumer</li> <li>• Seeks feedback from health consumers to understand their needs.</li> <li>• Facilitates admission, discharge planning /transfers using appropriate resources.</li> <li>• Monitors the health consumer's response to treatment and reports progress/changes appropriately.</li> <li>• Competently performs clinical skills specific to area of practice, and within the Enrolled Nurse scope of practice.</li> <li>• Prioritises nursing to ensure effective and safe nursing care.</li> <li>• Provides accurate clinical documentation and verbal handover on health consumer status.</li> <li>• Identifies links between nursing frameworks and practice in providing quality care.</li> </ul>
<p><b><i>Practice in a clinically and professionally safe manner</i></b></p>	<p>Accepts responsibility for ensuring own practice and conduct meet the standards of the professional, ethical, and legislated requirements.          Recognises own scope of practice and accountability by escalating to Registered Nurse or Registered Health Practitioner of health consumers care by team leader          Participates in quality improvement activities.          Identifies ethical issues and seeks guidance.          Promotes an environment that enables health consumer safety, independence, quality of life and health.          Practices in a way that respects each health consumer's dignity and right to hold their personal beliefs and is culturally safe.</p>

<p><b><i>Provide health promotion as an integral part of practice</i></b></p>	<ul style="list-style-type: none"> <li>• Contributes to the health consumer's education and understanding of their health journey</li> <li>• Demonstrates an understanding of how the principles of the Treaty of Waitangi impact on health promotion/education</li> <li>• Contributes to health promotion programmes identified, to meet the health consumer's need.</li> <li>• Recognises own limitations and determines appropriate person to deliver health education sessions.</li> <li>• Delivers health education as per scope of practice /workplace policies/procedures</li> <li>• Demonstrates knowledge of hospital and community resources.</li> </ul>
<p><b><i>Demonstrates appropriate and effective multi-disciplinary teamwork</i></b></p>	<ul style="list-style-type: none"> <li>• Contributes from a nursing perspective within the interprofessional activities of the health team.</li> <li>• Provides constructive input to members of the multi-disciplinary team.</li> <li>• Is a resource and role model for student nurses and health care assistants.</li> <li>• Is a preceptor for new graduate enrolled nurses in their areas of practice</li> </ul>
<p><b><i>Communication and Teamwork</i></b></p>	<ul style="list-style-type: none"> <li>• Communicates effectively with health consumers /whānau ensuring they are informed and understand care and treatment.</li> <li>• Communicates effectively with multi-disciplinary team, ensuring the best outcomes for the health consumer and family/whānau.</li> <li>• Communicates effectively with other agencies and community services enhancing the outcomes for the health consumer</li> <li>• Works effectively and collaboratively alongside other staff</li> </ul>

<p><b><i>Professional Development</i></b></p>	<p>To be responsible for all aspects of own professional development including participation in the following:</p> <ul style="list-style-type: none"> <li>• Individual annual performance reviews.</li> <li>• Identifying own learning needs, and addresses ongoing personal development goals e.g., portfolio or part of a Professional Development &amp; Recognition Programme (PDRP)</li> <li>• Completes area specific competencies as specified by the employer.</li> <li>• Participation in in-service training/education, study days and conferences relevant to practice.</li> </ul>
<p><b><i>Treaty of Waitangi</i></b></p>	<ul style="list-style-type: none"> <li>• Contributes to the promotion of the articles of Te Tiriti o Waitangi.</li> <li>• Demonstrates cultural safety understanding by respecting spiritual beliefs, cultural practices, and lifestyle choices of the health consumer</li> <li>• Demonstrates cultural safety through effective relationships with health consumers, their families/whānau</li> <li>• Maintains cultural competency by attending Treaty of Waitangi training or education</li> </ul>

<b>Health &amp; Safety</b>	<p>Practices the achievement of all health and safety goals and initiatives by:</p> <ul style="list-style-type: none"> <li>- Practicing and observing safe work methods</li> <li>- The use of safety equipment</li> <li>- Reporting unsafe conditions or equipment; and</li> <li>- Reporting and documenting all accidents or incidents</li> </ul> <ul style="list-style-type: none"> <li>• Can identify Health and Safety representative for area.</li> </ul>
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## Person Specification

### Education and Qualifications

#### Essential

- Enrolled Nurses hold a current Nursing Council of NZ practising certificate (APC)

#### Desirable

- Current PDRP
- Current Drivers Licence
- National Drug calculations and IV competent

### Experience

#### Essential

- Diploma in Enrolled Nursing
- New Zealand Diploma in Enrolled Nursing
- Cert N enrolled nurse “May practise only in long term care and rehabilitation”
- Hospital Cert and transitioned to current EN Scope of Practice
- Hospital Cert “May only work with health consumers with stable and predictable health outcomes” (has not transitioned). Enrolled Nurses can apply to the NCNZ to have a change of condition on their scope of practice removed.

#### Desirable

### Awareness and Understanding of the Following:

#### Essential

- The Treaty of Waitangi Act 1975 New Zealand Legislation
- Privacy Act 2020 New Zealand Legislation
- Health Information Privacy Code 2020
- Health and Safety at Work Act 2015
- Nursing Council of New Zealand Competencies for the Enrolled Nurse Scope of Practice.
- Code of Conduct for Nurses, Nursing Council of New Zealand
- Guidelines: Professional Boundaries, June 2012, Nursing Council of New Zealand
- Guidelines: social media and Electronic Communication, Nursing Council of New Zealand
- Health and Disability Commissioner (Code of Health and Disability Services Consumers Rights) Regulations (1996)
- Health Practitioners Competence Assurance Act 2003

### Skills & Personal Attributes

## Skills

- Assessment Skills
- Computer Skills
- Engagement Skills
- Effective Communication Skills (verbal and written)

## Personal Attributes

- A positive dedicated, contributing team member
- Show cultural sensitivity and work in partnership with the health consumer and whānau
- Shows a caring and professional manner in all aspects of work
- Flexible, reliable, adaptable and displays initiative
- Able to prioritise work requirements
- Ability to work independently within scope of practice and as part of the multi-disciplinary team
- Ability to develop innovative solutions to problems
- Sets high personal standards and strives to achieve goals

## Performance Development Review

An individual Development Plan will be developed to reflect the contribution this position is expected to make towards achieving the team's objectives and measures. Key result areas will be developed and agreed at this time.

**Reference:** Enrolled Nurse Scope of Practice and Competencies for the Enrolled Nurse, Nursing Council of New Zealand, 2010

### Approved by:

To be approved at Enrolled Nurse Section NZNO Conference Annual General Meeting, 1st June 2022

**Review Date:** March 2023/2024 post the introduction and implementation of the new Enrolled Nurse Scope of Practice

The Enrolled Nurse Section NZNO National Committee developed a generic Enrolled Nurse Position Description in 2013. In 2022 the National Committee reviewed this. Once the new Enrolled Nurse Scope of Practice has been implemented the National Enrolled Nurse Section NZNO Committee will re- review the Generic Enrolled Nurse Position Description

### Recommendation:

**The National Enrolled Nurse Section National Committee recommend that the generic Enrolled Nurse Position Description be approved and as above will be reviewed post the implementation of the New Enrolled Nurse Scope of Practice**