

POSITION DESCRIPTION

POSITION	AESTHETIC NURSE
DATE	June 2019
PURPOSE OF POSITION	<ul style="list-style-type: none"> Working with existing Q E Health Spa and clinical staff you will have interest in aesthetic medicine. You must be able to work flexible to include weekends when needed. Understanding of the commercial environment is required. You will be responsible for your own client base within the spa/clinic, consulting assessing and treating clients on non-surgical aesthetic medicine.
DELEGATION LEVEL	Delegation and direction to enrolled nurses, nurse assistants, and health care assistants.
RESPONSIBLE TO	Spa Manager
FUNCTIONAL RELATIONSHIPS	<ul style="list-style-type: none"> Client's and families, Clinical leaders QE Health team members External stakeholders and agencies
HOURS OF WORK	As Per IEA

QE Health is located on the lakefront at the northern end of the Rotorua central business district. It is close to many amenities including hotels and motels. QE Health is a private company delivering a range of holistic services including rehabilitation, musculoskeletal conditions/rheumatology, orthotics, medi-spa and fitness programmes to local, national, and international clients/clients. These services are funded through both privately paying clients and government contracts (primarily District Health Boards and ACC). The business has been in operation since 1942 and has a proud history in Rotorua based on the healing properties of thermal waters fed by geothermal springs. During the 1940s it was the centre of rehabilitation and treatment for returning servicemen from WWII and since that time has developed into a nationally renowned specialty centre including involvement in rheumatology and rehabilitation research. QE Health has a team of skilled practitioners and dedicated staff who are passionate about the work they do.

Vision: Enhancing Mind, Body, and Spirit

Mission: We maximise quality of life through an holistic focus on wellbeing and a person-centred approach using medi-spa and rehabilitation therapies.

Values:

Professionalism and Integrity – we will provide the highest quality of care whilst delivering our service in accordance with legislative, contractual, and ethical requirements

Respect and trust – we will treat our clients and each other with dignity and respect, creating an environment of trust, and recognise and respond to the cultural diversity of others

Teamwork – we will work together helping each other to achieve outstanding results

Open communication – we will communicate constructively with openness and honesty

Strategic Goals: The Board and Community Trust have set out the following strategic goals for the organisation:

Enable people to live productive lives – provide quality and good value services to those who will benefit;

Build trust and confidence in QE Health – as a service provider and as a business;

Be the provider of choice – for Medi-spa, rehabilitation and musculoskeletal programmes;

Work with stakeholders to build value – identify key local and national relationships appropriate to QE Health goals and services, and purposefully develop these to mutual benefit;

Maintain good clinical and business practice – so as to be a solid and sustainable business.

PROFESSIONAL RESPONSIBILITY

- Accepts responsibility for ensuring that his/her nursing practice and conduct meet the standards of the professional, ethical and relevant legislated requirements.
- Demonstrates the ability to apply the principles of the Treaty of Waitangi/Te Tiriti o Waitangi to nursing practice.
- Demonstrates accountability for directing, monitoring, and evaluating nursing care that is provided by nurse assistants, enrolled nurses and others.
- Promotes an environment that enables client safety, independence, quality of life, and health.
- Practises nursing in a manner that the client determines as being culturally safe.
- Build and maintain positive working relationships with clients.
- Deliver excellent customer service to all clients.
- Advise clients on treatments and products most suited to their personal needs.
- Resolve client queries and complaints with professionalism and enthusiasm.
- Work as part of the wider QE Health team to maintain exceptional clinical standards.

MANAGEMENT OF NURSING CARE

- Provides planned nursing care to achieve identified outcomes.
- Undertakes a comprehensive and accurate nursing assessment of clients within the spa/clinic setting.
- Ensures documentation is accurate and maintains confidentiality of information.
- Ensures the client has adequate explanation of the effects consequences and alternatives of proposed treatment options.
- Acts appropriately to protect oneself and others when faced with unexpected client responses, confrontation, personal threat or other crisis situations.
- Evaluates client's progress towards expected outcomes in partnerships with clients.
- Provides health education appropriate to the needs of the client within a nursing framework.
- Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care.
- Maintains professional development.
- Promotes an environment that contributes to ongoing demonstration and evaluation of competencies.
- Promotes a quality practice environment that supports nurses' abilities to provide safe, effective, and ethical nursing practice.
- Promotes a practice environment that encourages learning and evidence-based practice.
- Participates in professional activities to keep abreast of current trends and issues in nursing.

INTERPERSONAL RELATIONSHIPS

- Establishes, maintains, and concludes therapeutic interpersonal relationships with client.
- Practises nursing in a negotiated partnership with client where and when possible.
- Communicates effectively with clients and members of the health care team.
- Establishes and maintains effective interpersonal relationships with others, including utilising effective interviewing and counselling skills and establishing rapport and trust.
- Communicates effectively with members of health care team, including using a variety of effective communication techniques, employing appropriate language to context and providing adequate time for discussion.

INTERPERSONAL HEALTH CARE AND QUALITY IMPROVEMENT

- Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care.
- Recognises and values the roles and skills of all members of the health care team in the delivery of care.
- Participates in quality improvement activities to monitor and improve standards of nursing

HEALTH RESOURCE, MANAGEMENT AND PLANNING

- Evaluate and plan current and future staffing and other resource needs in conjunction with the inpatient Manager.
 - Contributions to Business Plan are completed in accordance with organisation requirements.
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MAIN DUTIES

- To provide the client with detailed, accurate and appropriate information in relation to the clients expectations.
 - To provide consultation and informed consent to clients.
 - To maintain contemporaneous notes.
 - To respect clients dignity and confidentiality.
 - To maintain high standards of spa/clinic hygiene and cleanliness.
 - To ensure work area and surfaces are cleaned between clients.
 - To ensure work areas are re-stocked in between clients.
 - To ensure infection control and sharps policies are adhered to at all times.
 - To help take payments when necessary.
 - To retail products as appropriate and offer advice to clients.
 - To answer incoming calls and book appointments when necessary.
 - To welcome clients to QE Health in a respectful manner.
 - To inform the manager of any adverse events, accidents or complaints as soon as possible.
 - Communicate with the Spa Manager and the Business Manager (Clinical) to facilitate the coordination of work and client and client schedules.
 - Download client pictures where required.
 - Maintain adequate stock of supplies and notify Business Manager (Clinical) of injectable stock requests. All other products must be notified to the Spa Manager.
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COMMUNICATION

- Responds appropriately to patients/staff questions, requests, and problems.
- Establishes and maintains a rapport and trust with patients/ staff.
- Communicates clearly and appropriately within own team and with other teams in QE Health.
- Uses skills to clarify and to confirm understanding of information received.

PROFESSIONAL DEVELOPMENT

- Seeks to learn, develop and improve own practice.
- Contributes to continuous quality improvement in QE Health-wide service delivery.
- Participate in regular Professional supervision.

LEGAL AND ETHICAL RESPONSIBILITIES

- Acknowledges own personal beliefs and values, and works in a way that respects the right of others to hold their own personal beliefs and values.
- Operates within the intent of the Treaty of Waitangi by demonstrating cultural awareness through partnership, protection, and participation.
- Complies with patients/staff confidentiality and privacy regulations.
- Challenges practices that could compromise patients/staff safety, dignity, or privacy.
- Recognises expectations and limitations of own practice, ie scope of practice.
- Takes responsibility for own actions and outcomes.

SAFE ENVIRONMENT RESPONSIBILITIES

- Complies with relevant legislation, codes of practice and organisational policies and procedures.
- Takes responsibility for personal health and safety, and of clients and staff.
- Demonstrates a working knowledge of QE Health procedures in emergency and disaster situations.
- Undertakes any other duties requested by the employer from time to time.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • General Nurse Registration. • Current annual practising certificate. 	<ul style="list-style-type: none"> • Post graduate education in advanced nursing practice is desirable.
Experience	<ul style="list-style-type: none"> • 2 years experience as a cosmetic injector. • Previous advanced nursing in injectable therapies would be advantageous. 	<ul style="list-style-type: none"> • Experience in a variety of clinical settings.
Skills	<ul style="list-style-type: none"> • Excellent communication skills. • Good time management. • Computer literate 	
Qualities	<ul style="list-style-type: none"> • Honest • Trustworthy • Friendly • Flexible 	