

UTS: HUMAN RESOURCES

Position Title	Clinical Nurse Facilitator
Unit/Division or Faculty	School of Nursing & Midwifery, Faculty of Health

POSITION PURPOSE

A Clinical Nurse Facilitator is a current Registered Nurse who is employed to facilitate student learning in an off campus clinical setting. The Clinical Facilitator will assist the students to develop the knowledge, attributes and skills necessary to practice within the clinical environment as a beginning level Registered Nurse. The Clinical Facilitator will act as a professional role model for students and is responsible for maintaining positive relationships with healthcare partners to enhance students’ learning experiences.

RELATIONSHIPS

Supervision

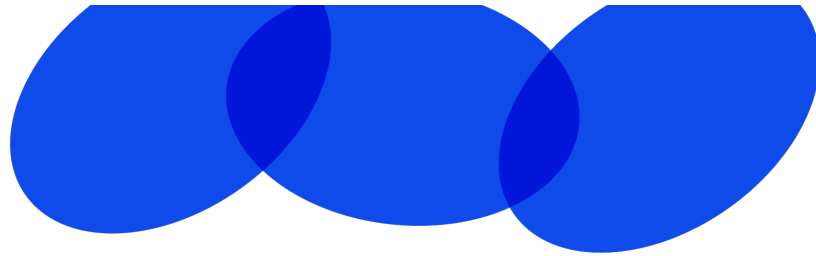
This position reports to the Clinical Liaison Team (CLT), consisting of the Manager, Clinical Liaison and/or the Senior Clinical Liaison Coordinator.

Internal

- Manager, Clinical Liaison (MCL)
- Senior Clinical Liaison Team Coordinator
- Undergraduate nursing and midwifery students
- Clinical Practice Unit (CPU)
- Other Clinical Facilitators (Direct, Agency & Onsite Facility Facilitators)

External

- Staff from health facilities
- Staff from health-related organisations



MAJOR RESPONSIBILITIES

Clinical Nurse Facilitator's major responsibilities include:

- Facilitation of formal and informal learning experiences of assigned students.
- Collaborating with staff from clinical placement sites to ensure theoretical and clinical knowledge objectives of the subject can be met.
- Assessing and enabling nursing students' clinical and professional skill development so that they are able to achieve the clinical learning objectives stated in their subject outline.
- Conducting formative and summative performance assessments.
- Addressing clinical learning and assessment concerns in consultation with the Clinical Liaison Team (CLT). This may include the formation of Learning Support plans (LSP's), unsafe reports or escalation of concerns.
- Collaborating and working collegially with all parties involved in the organisation and support of clinical placements.
- Acting as an ambassador for UTS.

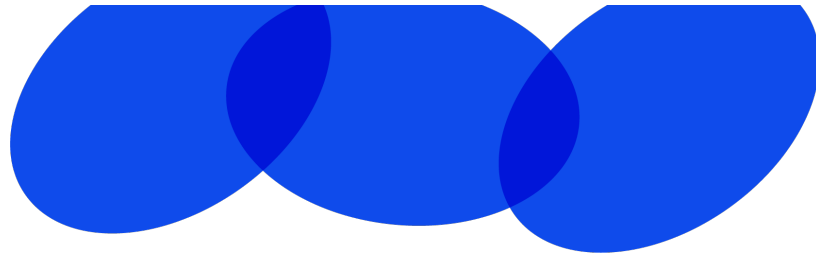
Additional Clinical Facilitator responsibilities include, but are not limited to: -

TEACHING & LEARNING/EDUCATIONAL DEVELOPMENT

- Demonstrate clinical expertise and professional role modelling consistent with the NMBA Registered Nurse Standard for Practice in the clinical placement setting.
- Comply with and ensure that the students comply with UTS rules and policies, the School of Nursing & Midwifery protocols, NSW Health policies and the NMBA Registered Nurse Standard for Practice.
- Ensure the safety of patient and students through the appropriate selection and assignment of patient care responsibilities.
- Facilitate students' learning of psychomotor, communication, professional and clinical reasoning skills.
- Facilitate students' learning of issues associated with safe nursing practice.
- Facilitate students' learning from ethical and legal aspects of nursing practice.
- Facilitate students' learning of evidence-based practice, self-evaluation and reflection.
- Provide timely and constructive formative and summative verbal and written feedback.

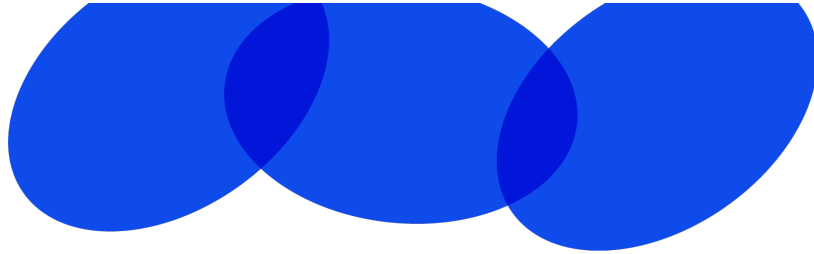
RESEARCH & SCHOLARSHIP

- Undertake professional development activities as per AHPRA requirements.
- Maintain current knowledge related to the relevant area of clinical expertise.
- Attend all clinical facilitation education days, workshops, ZOOM meetings, ZOOM in-services and other professional development activities.
- Reflect on and evaluate own performance.
- Participate in regular performance appraisal sessions.



ADMINISTRATION, MANAGEMENT & LEADERSHIP

- Develop collaborative relationships with staff from health-care facilities.
- Participate in healthcare facility's orientation and other activities as required.
- Provide clinical staff with contact details using the 'Facilitator calling card' on the commencement of placement, and remain accessible via mobile phone and email throughout the duration of the clinical placement.
- Contact students two weeks prior to commencement of placement (this may vary if a late placement is organised).
- Review student's pre-clinical worksheets online via MyPlacement website.
- Where appropriate, provide a facilitation visiting schedule for facilities outside of a hospital environment.
- Respond promptly and professionally to the concerns and needs of students and staff in the health-care facility and liaise with appropriate UTS staff members when required.
- Seek feedback from clinical staff about students' clinical performance.
- Complete and notify subject coordinators and the Clinical Liaison Team when a Learning Support Plan (LSP) is commenced, focusing particularly on issues related to professional behaviour, communication, clinical assessment, knowledge and critical thinking.
- Complete and submit required clinical assessment documents (within three business days following the completion of the placement), which may include clinical skills checklist; the Patient Safety Competency Framework (PSCF) Portfolio; Situation, Action, Outcome (SAO), Australian Nursing Students Assessment Tool (ANSAT); Clinical Assessment Form (CAF).
- Identify, document and escalate concerns about students' clinical performance in a timely manner.
- Document all relevant information regarding incident reports or issues related to the clinical placement.
- Completion of time-sheets, placement attendance summaries and submit within three business days, following the completion of the placement.
- Administrative tasks as deemed appropriate by the CLT.



POSITION CHALLENGES

Clinical Facilitators are required to work autonomously in supporting, teaching and assessing nursing and midwifery students in clinical placement settings. This requires high level clinical and communication skills, flexibility, the ability to prioritise and to make sound judgments. Clinical Nurse Facilitators must use well developed critical thinking skills to manage students in different years of their course and who have differing needs and abilities.

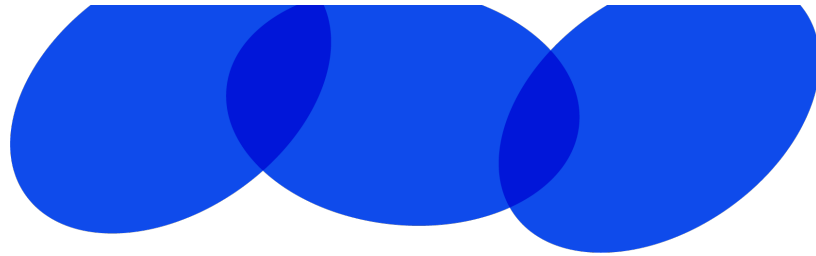
AUTHORITY

Clinical Nurse Facilitators are expected to work autonomously but under the broad direction of the Manager, Clinical Liaison and the Senior Clinical Liaison Coordinator and within UTS and industry partner policies and guidelines.

HEALTH AND SAFETY

Clinical Nurse Facilitators must:

- Take reasonable care of, and cooperate with actions to protect the health and safety of both themselves, students, patients and others
- Understand and comply with the UTS Health and Safety Management System, and related risk management programs that apply to the area of responsibility.
- Understand the major hazards, risk profile, compliance requirements and correct safe work procedures in their area of responsibility, including the reporting of hazards and incidents.
- Complete relevant UTS compliance modules prior to commencing clinical placements or during Clinical Facilitation orientation. These may include but are not limited to:
 - Safe and Well at UTS (2021) (for Casual staff)
 - Consent Matters
 - Cybersecurity Awareness
 - Prevention of bullying in the workplace
 - Advanced Health and Safety (2021)



SELECTION CRITERIA:

POSITION: Clinical Nurse Facilitator
FACULTY/UNIT: School of Nursing & Midwifery, Faculty of Health

SKILLS AND ATTRIBUTES

- Effective communication and interpersonal skills with the ability to interact effectively with students, UTS staff and clinical facility staff
- High level conflict management skills
- High level clinical skills and knowledge
- Demonstrated ability to work autonomously and flexibly under broad direction, be self-motivated, take initiative and exercise good judgement
- Excellent time management skills
- Ability to facilitate 8-10 students per allocated shift
- Ability to complete and documents student performance accurately and in a timely manner
- Good literacy skills (particularly in Word; UTS system; NSW Health eMR)
- The ability to maintain patient, student and university confidentiality
- Demonstrated professionalism in appearance (including compliance with the UTS Clinical Facilitator uniform policy)

KNOWLEDGE

- Knowledge of the NSW Health policies and the NMBA RN Standards for Practice
- Demonstrated commitment to and active engagement in continuing professional development (CPD).
- Certificate IV Workplace Training and Assessment or Graduate Certificate in Clinical Education (or equivalent) is highly desirable

EXPERIENCE

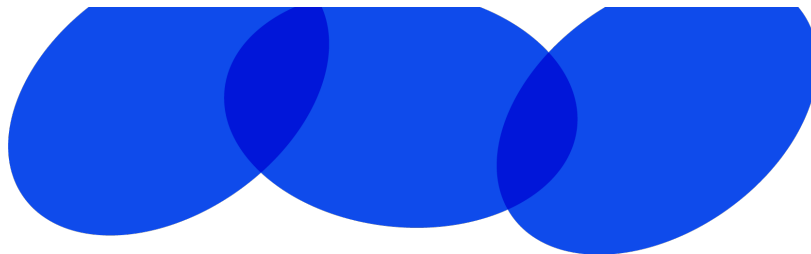
- A minimum of 5 years post registration clinical experience as a Registered Nurse
- Proof of current or recent clinical experience, with a minimum of 80 hours clinical work within the last 12 months
- Experience/qualifications and previous experience in a similar role is highly desirable

QUALIFICATIONS

- Current unrestricted registration with AHPRA as a Registered Nurse
- National Police Clearance, Working with Children Check, up to date immunisations as specified by NSW Health 2021, including annual Seasonal Flu Vaccinations
- Unrestricted driver's licence and own car if undertaking placements across multiple sites

ADDITIONAL EXPECTATIONS

- Access to a computer and a mobile phone
- Available to work 2, 3, 4, 5 or 6-week full time Monday to Friday block placements during Autumn, Spring, and/or Summer sessions according to the UTS Nursing Clinical Calendar



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