



Ord Valley Aboriginal Health Service

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Aboriginal Corporation ICN 275

Job Description Form Registered Nurse – Child Health

Vision Statement

Aboriginal people in Kununurra and the North-East Kimberley are supported to live **prosperous lives that are strong, healthy, and culturally safe.**

The Purpose that defines us

We bring **clinical, cultural, and community expertise** to deliver accessible and **holistic health and wellbeing care** for people in the North-East Kimberley.

Aboriginal Community-led

We are connected and accountable to the communities we serve. We are governed by Aboriginal community leaders. We deliver services in culturally safe ways, bringing the best of medical and cultural expertise to achieve positive health outcomes. Working with and responding to Aboriginal communities is central to what we do.

Organisational Values

The Ord Valley Aboriginal Health Service has been providing critical health and support services to local Aboriginal people since 1984. Our ambition is to deliver socially, culturally, and financially accessible health care that supports communities in the North-East Kimberley to be strong, healthy, and safe. The organisation operates on the foundational pillars of Aboriginal leadership, self-determination and cultural diversity that underpin and shape the way the organisation conducts its business.



Community

We bring our connection
with community to
everything we do



Respect

We show respect for
people, cultures and
backgrounds



MY
MOB

Passion

We are deeply
motivated to achieve
outcomes



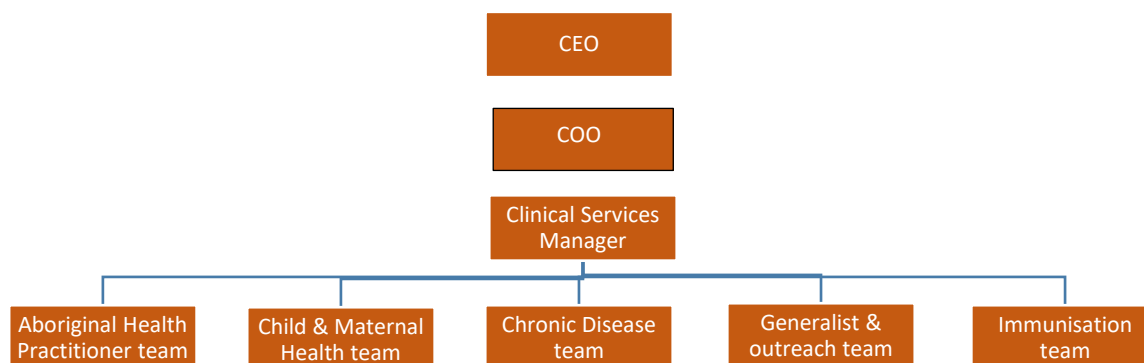
HEALTH &
WELLBEING

Equality

We strive for equality,
fairness and empathy for
all people

Position Title	Registered Nurse – Child Health
Work Group	Clinic
Work Unit	Clinic Child Health
Reports To	Clinical Services Manager
Direct Reports	N/A
Award / Agreement	<i>Nurses Award 2020</i>
Award Classification	Level 2
Approved by CEO	07.10.2026

Team Structure



Position Purpose

This role is responsible for providing primary health care (PHC) services to adults and children at the OVAHS clinic. OVAHS works from a holistic model of care with a focus on the needs of Aboriginal clients within the context of their cultural identity and social circumstances.

This includes the assessment and management of acute presentations of children to the clinic following the Kimberley Sick Child Protocols. The role coordinates the visiting Paediatrician's lists, supports the clinic and arranges follow ups, where needed; and works closely with partnering agencies and services to ensure the focus of care is on the needs of Aboriginal clients within the context of their cultural identity and social circumstances.

The role will include working with colleagues across the broader Clinic (General) and Child Health units.

OVAHS is committed to improving employment opportunities and outcomes for Aboriginal and Torres Strait Islander people. As a measure to achieve equality and support, Section 51 of the Equal Opportunity Act 1984 (WA) will apply to this position. Aboriginal people are encouraged to apply.

Strategic Alignment

The organisation's Strategic Plan 2023- 2026 has four (4) overarching strategic goals, with each goal having specific outcomes.

The role is aligned with all four Strategic Goals.



POSITIVE
CHANGE



HEALTH &
WELLBEING



SUPPORT
COMMUNITY



HEALTHY
TOGETHER

Primary health Care

Primary health care is the first means of accessing the health care system for many people and is critical to individual, family and community health outcomes.

Social and Emotional Wellbeing

Social and emotional wellbeing relates to the mental health for individuals and communities and is a key component for the overall health of Aboriginal people.

Specialised Health

Our communities deserve targeted support to prevent and address complex health needs, including chronic disease and disability.

Population Health

Reducing future health challenges and to Close the Gap requires long-term system change and community - wide solutions.

Key Stakeholder Relationships

External

- Aboriginal Community Controlled Health Services across the Kimberley region and Western Australia, other not-for-profit services, and businesses as relevant to the role
- Liaises with a variety of government agencies, stakeholder representative groups and community groups.

Internal

- Maintains close working relationships with other officers, team members and employees of Ord Valley Aboriginal Health Services.
- Works in collaboration with the Senior Management Team and in consultation with the Board of Directors.

Responsibilities of this Position

- Be accountable for the safe, efficient, and effective use of resources, including assisting with forward planning for OVAHS.
- Perform clinical duties, as part of the clinic team, in all areas of the health service, including general nursing care, emergency care and stabilisation, child health, chronic disease, antenatal, sexual health, and screening programs.
- Perform remote outreach services, with a member of the OVAHS clinical team, utilising endorsed clinical and organisational protocols and procedures.
- Be accountable for the safe, efficient, and effective use of resources, including assisting with forwards planning for OVAHS.
- Participant in developing and implementing programs to enhance the health and wellbeing of children 0-15 years of age.
- Perform clinical duties, as part of the maternal and child health team, in all areas of the health service.
- Perform Medicare benefits schedule items for health checks (715), GP management plans (721,723) for children 0 to15 years of age. DOH Enhanced Aboriginal Child Health Checks for children 0 – 5 years.
- Provide education to clients in disease prevention, management of health conditions and treatment requirements.
- Work within your level of professional competency and seek advice and clinical guidance from senior clinical staff as required.
- Be prepared to share your clinical knowledge and expertise with other staff members. 8. Follow OVAHS clinical policies and procedures.
- Participate in the development, presentation, evaluation and written reports of health programs and services.
- Participate in ongoing training by OVAHS and other agencies as required.
- Promote OVAHS service areas: Sexual Health, Maternal and Child Health, Women's Health and the Social Support Unit services to clients and initiate referrals.
- Provide support and assistance to visiting Specialists, Allied Health Staff, and other health agencies.
- Work with external agencies to deliver best practice client care including Community Health, Mental Health, Department of Child Protection, Environmental Health, Home and Community Care, Home Care Nurse, and Hospital Services.
- Assist in client follow up and liaise with other agencies when necessary.
- Liaise with the Specialist Clerk to organise referrals to allied health clinics.
- Maintain a clean and hygienic environment in the clinic and participate in maintaining, restocking, calibrating, and replacing clinic stores and equipment.
- Work within the parameters of OVAHS OHS policies and procedures including Infection Control, Emergency Evacuation, Outreach and Remote Visits and reporting of Incidents, Accident and Near Misses (and Hazards).

Please note that this job description is not exhaustive and may include additional duties as required to meet business needs.

Quality Management System

- Actively participate in the organisation's QMS (LOGIQC).
- Identify and participate in continuous quality improvement activities and apply quality improvement principles to all duties performed.
- Demonstrate leadership and commitment to promote continuous quality improvement initiatives, give assurance that the quality objectives are measured and ensure the QMS achieves

intended results by engaging and supporting employees to contribute to the effectiveness of the QMS.

General

- Demonstrate a strong commitment to uphold and contribute to the organisation's mission, objectives, and values.
 - Support and promote teamwork through open communication, collaboration and contribute to a positive workplace culture.
 - Attend and participate in professional development activities including workshops and training as required.
 - Attend and participate in Employee Development Days.
 - Participate and comply with all Work Health and Safety responsibilities as per the *Work Health and Safety Act 2020* (WA).
 - Identify and assist to reduce Work Health and Safety hazards and risks.
 - Follow the reasonable direction of Work Health and Safety representatives.
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Position Performance Indicators

The below Key Performance Indicators (KPI's) are used to assess, measure, evaluate, manage, and reward performance within each key result area of this position.

The below KPI's are to be assessed in line with the organisation's performance development framework.

Key Result Area	Key Performance Indicators
Compliance & Reporting	• Effective completion of all Work Unit contractual obligations including program delivery, funding reports, evaluations, and compliance requirements.
Quality Management System (QMS)	• Ensure all tasks assigned to this position are completed within a six (6) week period. • Actively lead continuous quality improvement initiatives across the organisation and promote an environment of effective CQI practices.

Competency Profile for this Position

Competencies are the specific knowledge, skills and attributes needed to successfully undertake the role. The profile is used for recruitment, performance review, planning, and training and development activities.

Qualifications, Skills, Experience and Knowledge

Essential

1. Current registration with the Australian Health Practitioners Regulatory Authority – (AHPRA) as a Registered Nurse with at least 1 years post graduate experience.
2. Practice within clinical standards and quality of care, which is effective, efficient and in accordance with best practice and agreed standards and policies.
3. Demonstrate a level of knowledge congruent with the clinical management and support of clients with various condition and illnesses.
4. Knowledge and understanding of the issues pertaining to the health of Aboriginal people in rural and remote areas.
5. Skill set applicable to providing health promotion and education about many aspects of the disease process and healthy lifestyles to community members.
6. Written and computing skills of a level congruent with developing and evaluating detailed care plans and for preparing reports for management.
7. Demonstrate incorporation of quality and risk management within practice.
8. Can function as a team member and with the capacity to work without supervision.
9. Can work for short periods under extreme weather conditions when on outreach and community visits.
10. Demonstrated ability to uphold the principles of cultural safety including an ability to communicate effectively and sensitively with Aboriginal and Torres Strait Islander peoples.

Desirable

- The person identifies as Aboriginal and/or Torres Strait Islander and is acknowledged as such by their community.
- Previous experience working in a PHC setting.
- Postgraduate/certificate level in a relevant PHC area

EMPLOYMENT SCREENING

Employees are required to demonstrate that they have undergone appropriate employment screening in accordance with OVAHS Policies. The following checks will be required for this role:

- ☒ National Police Check (current within the previous 3 months, or willingness to obtain
- ☒ Valid Working with Children Check
- ☒ Current AHPRA Verification Check
- ☒ Current and Valid Driver's License
- ☐ National Disability Insurance Service Check
- ☐ Other

Acknowledgment and Acceptance by Appointed Employee

I certify that I have read and understand the responsibilities assigned to this position.

Employee Name:	
Signature:	
Date:	