Corporate Information

<table>
<thead>
<tr>
<th>Role:</th>
<th>Intern Nurse</th>
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<tbody>
<tr>
<td>Salary Band:</td>
<td>Band E</td>
</tr>
<tr>
<td>Salary Range:</td>
<td>$19,041.75 - $24,412.50</td>
</tr>
<tr>
<td>Location:</td>
<td>Major Hospitals</td>
</tr>
<tr>
<td>Duration:</td>
<td>1 year six months</td>
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<tr>
<td>Unit/Division:</td>
<td>Nursing</td>
</tr>
<tr>
<td>Reports to:</td>
<td>Team Leaders</td>
</tr>
<tr>
<td>Subordinates:</td>
<td>Nil</td>
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Position Purpose
The intern nurse works under the supervision of a Registered nurse and is responsible for the delivery of nursing care.

Key Responsibilities
The position will achieve its purpose through the following key responsibilities/duties;
1. Deliver safe nursing care and prescribed treatment under the supervision of a registered nurse, ensuring that it conforms to national nursing policies, hospital protocols and infection prevention and control guidelines.
2. Ensures a safe environment that is comfortable and is therapeutic for patients /families in accordance with Hospital standards.
3. Works within the Hospital Policies, the Nursing General Scope of Practice, the Fiji Nursing Council Policies and national Infection Prevention and Control guidelines.
4. Assist with or institute emergency measures for a sudden, adverse development in patients including provision of assistance with special tests and procedures.
5. Maintains professional development through participation in educational programs, reading current literature, attending in service, meetings & workshops to attain the required 20 CPD points for annual licensing and also the completion of the Intern Log Book.
6. Maintains accurate documentation on client’s folder including the updates of the Patient Information System.
7. Actively contribute to all corporate requirements of the Ministry, including selection of activities where required.
Key Performance Indicators
Performance will be measured through the following indicators:
1. Full compliance and adherence to professional nursing practices, compliant with the legislative
   framework and agreed scope and timeframes including all ward admission’s Nursing Care Plans
   are completed within 24 hours of admission.
2. All prescribed nursing care including administrations of medications on allocated patients must be
   completed within the shift.
3. All internal ward transfers and discharges must be discharged on the Patient Information System
   (PATIS) within 24 hours of discharge.
4. All prescribed Intern log book activities are completed within the Internship year.

Selection Criteria
The Person
In addition to a Degree in Nursing with a Provisional Nursing Registration Licence Certificate, the
following knowledge, Experience, skills and abilities is required for the role.

Knowledge and Experience
1. Must have acquired the nursing competencies
2. Must be efficient in English Language
3. Understanding of the Nurses Decree 2011 is essential
4. Understanding of the Fijian Constitution (2013) and applicable laws of Fiji.

Skills and Abilities
1. Must have the ability to accurately gather information in a systematic manner in order to
determine the nursing needs and assist in the implement individualised nursing care plan using
the critical thinking skills to maintain the nursing standard during the assessment, planning,
implementing and evaluation of nursing care
2. Must have the ability and skills to advocate for patients’ rights and to protect the co- workers and
clients personal & medical privacy.
3. Exhibits excellent communication skills( verbal, non-verbal, & written communication skills)
4. Hardworking and energetic; flexible; adapt easily to change of environment and work schedule
with a positive attitude that serves customers by meeting their needs with utmost care & courtesy.
5. Maintains critical thinking skills essential to providing competent dignified patient care that
contribute to solutions to complex problems, in a resource constrained environment.
6. Demonstrated ability to analyse and Service oriented approach, with a commitment to supporting
the operational / corporate environment of the organisation.

Personal Character and Eligibility
Applicants for employment in the Ministry of Health & Medical Services must be of good character,
with a background that demonstrates their commitment to the Civil Service Values contained in the
Fijian Constitution. Applicants must also be Fijian Citizens, under age of 55, in sound health, with a
clear police record. The selected applicant will be required to provide a medical certificate and police
 clearance prior to take up of duty.
The Ministry is an Equal Employment Opportunity employer. Applications are encouraged from all
eligible, qualified applicants. All applicants must address the specific knowledge, experience, skills and
abilities required of the job, as these criteria will be considered in assessing the relative suitability of
applicants.