

## POSITION DESCRIPTION

<b>Position Title</b>	<b>Credentialed Diabetes Educator – RN Grade 4B</b>
<b>Reports to (Title)</b>	<b>Diabetes Education – Team Leader</b>
<b>Group Director/Chief</b>	<b>Chief of Health Operations</b>
<b>Department</b>	<b>Diabetes Education - Chronic Disease Services</b>
<b>Position Location</b>	<b>All campuses-inclusive of community home visits</b>
<b>Award/Agreement</b>	<b>Salary &amp; Condition in accordance with Contract of Employment</b>
<b>Delegation of Authority Level</b>	

### Position Summary & Role Purpose

The Credentialed Diabetes Educator is responsible, within their profession and within the framework of the Mission & Values and Behaviours That Matter of Cabrini, for the provision of high quality assessment and clinical management of people with diabetes. The Credentialed Diabetes Educator is able to work independently whilst at the same time contributing strongly to the multidisciplinary healthcare team. This position actively supports the Diabetes Team leader to ensure that the relevant clinical service demonstrates excellence, quality, current evidence-based practice and the highest level of patient satisfaction and staff engagement. The Credentialed Diabetes Educator is expected to initiate and participate in teaching, training, research and quality activities and incorporates inpatient assessments, support within outpatient programs and community home visits.

### Key Result Areas

#### 1. Key Responsibilities, Outcomes and Activities

##### 1.1 Leadership and management

- Provides strong and current clinical leadership in discipline specific and related areas
- Demonstrates strong, current clinical knowledge of research, new developments and evidence-based practice in diabetes management
- Provides a clinical consulting role as required to Cabrini Health consumers, to staff and the broader team as directed.
- Works collaboratively with all departments to facilitate the systems, processes and projects required to ensure the efficient, effective and responsive operation of diabetes programs to work in line with Cabrini's strategic direction
- Acts as a role model for all staff in promoting professional values and ethics in clinical practice, and in ensuring adherence to all Cabrini policies, procedures, legislative requirements, mission, vision, values and Behaviours that Matter, and considers their impact on discipline specific clinical issues and practices
- Contributes to good communication, effective relationships and teamwork between peers and other clinical staff and services
- Assists in raising the profile of the Diabetes service and Allied Health and Ambulatory services within the organisation
- Contributes to staff meetings, including the identification of achievements, relevant issues and unmet needs, and chairing of Department specific meetings or items of meetings, as delegated and required
- Contributes to supporting both undergraduate/postgraduate students and junior team members

employees. Please refer to the procedure for more details of the responsibilities associated with your role.

### 3. Safety and Quality

It is the responsibility of all staff at Cabrini to ensure that they provide safe high quality care to our patients, residents and service users. Safe care means accepting individual and shared responsibility as well as compliance with the Cabrini policies and protocols by all staff.

#### Organisational Relationships

- Reports directly to the Diabetes Education Team Leader.
- Maintains a close collaborative working relationship with inpatient ward staff, Allied Health, Ambulatory and Chronic Disease Teams.

#### External Relationships

- Works collaboratively with discipline and program specific services of other relevant organisations as required
- Establishes effective relationships and collaborates where appropriate with other community-based agencies and programs including GPs, to support effective and efficient patient management as required
- Contributes to good public relationships with the community and the health care industry
- Participates in relevant industry forums that promote networking and foster collaborative relationships
- Participates in and actively strengthens collaborative relationships as appropriate with teaching organisations to support postgraduate and undergraduate teaching and training opportunities

#### Committee Membership

The Credentialed Diabetes Educator will participate as a member of the following committees:

- As directed by the Manager

#### Staff Development

The Credentialed Diabetes Educator will demonstrate a commitment to personal and professional development of self and staff by:

- Participating in professional development programs
- Maintaining own skills and knowledge
- Remaining up to date with contemporary human resources practices
- Contributing to the Cabrini professional development program as required
- Participating in performance reviews in accordance with Cabrini policy

#### Key Performance Indicators and Key Competencies

##### Key Competencies

##### 1. Essential Minimum Requirements

- Registered Nurse with current unrestricted APHRA registration
- Demonstrates knowledge best practice principles
- Demonstrates understanding and commitment to delivering patient centred care
- Demonstrates a high level of skill in clinical decision-making, in particular problem Identification, solution, and analysis and interpretation of the changing health status
- Demonstrates a commitment to maintaining knowledge and understanding of acute outreach services and professional issues and their impact on service delivery
- Demonstrated ability to perform effectively under pressure and to prioritise workloads
- Knowledge of the Cabrini Health Mission, Vision and Values and Behaviours that Matter

## Cabrini Mission, Values and Vision

### Our mission

#### WHO WE ARE

We are a Catholic healthcare service inspired by the spirit and vision of Mother Cabrini and the Missionary Sisters of the Sacred Heart of Jesus.

#### WHAT WE BELIEVE

We are a community of care, reaching out with compassion, integrity, courage and respect to all we serve.

#### WHAT WE DO

We provide excellence in all of our services and work to identify and meet unmet need.

### Our values

***Our values form the base of our mission, are built around what we believe and drive how we act. They are drawn from Mother Cabrini's life and reflect her heart, her spirit, her conviction and her approach.***

#### Compassion

Our drive to care is not just a professional duty to provide excellent quality care but is born of a heartfelt compassion for those in need, motivated by God's love for all people.

- We care deeply about each and every person we serve.
- We respond willingly and positively to help meet the needs of those around us.
- We put people first as we look to provide extra support and care, beyond our professional duties.
- We promote a sense of belonging and community.

#### Integrity

We believe in the power of hope to transform people's lives and remain faithful to the bold healing mission and legacy of Mother Cabrini.

- We remain true to our beliefs at all times – our mission and values are non-negotiable.
- We are welcoming, hospitable and find comfort and motivation in the context of God's all-inclusive love.
- We look for the good in each other and recognise each person's contribution as we work together to provide the best possible experience for our patients, residents and their families.
- We are honest and reliable, making decisions that are consistent with our mission and taking responsibility for our own actions.

#### Courage

We have the strength, determination, vision and conviction to continue the work of Mother Cabrini and the Missionary Sisters.

- We care for the whole person – spiritually, physically and emotionally – creating an environment of hope and healing.
- We rise up to challenges and opportunities, meeting them with an open mind and a positive attitude.
- We maintain the courage of our convictions and express our values through our actions.
- We continually look beyond our current services to help support and engage with those who are marginalised.

#### Respect

We believe that every person is worthy of the utmost respect and the best possible healthcare. We know that our resources are entrusted to us to use for the benefit of others.

- We uphold the worth and dignity of all people, regardless of gender, race, age, ability and social position and treat them with courtesy, respect, equality and justice.
- We respect ourselves, our colleagues and the excellence of the services we deliver.
- We identify and respond to emerging healthcare needs in our community.
- We manage our resources wisely and actively seek to minimise our impact on the environment.

**We exhibit a positive attitude:**

Behaviours that matter	Unacceptable behaviours
We approach our day with energy and enthusiasm	We are negative or apathetic
We look for the best in people	We are judgemental and put others down
We take pride in our personal appearance	We look dishevelled, dirty or have offensive personal odour

**We want to build a just and sustainable community:**

Behaviours that matter	Unacceptable behaviours
We treat each other fairly	We are hostile or abuse our power
We use our resources responsibly	We are wasteful or extravagant
We consider the environmental impact of all we do	We are thoughtless or careless

**APPROVAL**

*The above statements are intended to describe the general nature and level of work being performed by the incumbent of this role. This document may be revised or updated at any time in line with role, and/or organisational changes. Any such changes will be communicated with the appointed person.*

**I certify that this position description is an accurate description of the responsibilities assigned to the role**

**Approved:**

  
Group Director, People & Culture

16-1-19  
Date

**Authorised:**

  
Chief of Health Operations

9/1/19  
Date