

POSITION DESCRIPTION

Position Title:	McGrath Breast Care Nurse
Reports to:	Breast Cancer Care WA - Support Services Manager

1. ORGANISATIONAL INFORMATION

Organisational Environment

Breast Cancer Care WA offers support to anyone in WA affected by breast cancer, including those diagnosed, their partners, carers and families. Our specialist breast care nurses and counsellors provide practical, financial and emotional support.

2. POSITION SUMMARY

BREAST CARE NURSE POSITION ROLE STATEMENT

A breast care nurse (BCN) is defined by the National Breast and Ovarian Cancer Centre, now Cancer Australia as a “registered nurse who applies advanced knowledge of the health needs, preferences, and circumstances of individuals with breast cancer to optimise the individual’s health and well-being at various phases across the continuum of care, including diagnosis, treatment, rehabilitation, follow-up and palliative care. This advanced knowledge is based on an in-depth understanding of theory and research relevant to the field of breast cancer nursing. Specifically, BCN practice incorporates advanced knowledge and skills in supportive care, including providing specialized and tailored information and education, psychological support, and clinical care¹”.

The BCN adapts their practice according to the specific and changing needs of individuals, taking into account their multiple health needs, concerns and preferences for care. The BCN facilitates continuity of care between different phases of the cancer journey, care settings, care plans and care providers.

3. MAJOR DUTIES AND/OR RESPONSIBILITIES

KEY RESPONSIBILITIES OF THE BREAST CARE NURSE

The McGrath Sponsored Breast Care Nurse position should:

- Provide specialised breast care, information, education, and support to clients relating to breast cancer in accordance with evidence based clinical practice guidelines and the McGrath Model of Care.
 - Collaborate with members of the multidisciplinary treatment team and relevant community service providers to coordinate the delivery of client-oriented, specialised support services across the care continuum, to clients and their families.; and
 - Provide expert clinical advice and clinical leadership on evidence-based breast care services to nursing staff, allied health, and other members of the multidisciplinary team (or to health care providers a woman with breast cancer may come into contact with).
 - The Breast Care Nurse’s specific responsibilities can be classified according to six key functions as outlined below.
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3.1 Application of Advanced Breast Cancer Knowledge and Skills

- Develop, implement, and promote evidence based BCN standards and policies that are compliant with relevant professional, industrial, and legislative requirements of the health service.
- Plan, coordinate and provide advanced breast care management across the care continuum to patients with breast disease, from the point of diagnosis, through treatment, rehabilitation, follow-up, and palliative care, where appropriate, in accordance with recognised clinical practice guidelines.
- Work with members of the multidisciplinary care team to identify and support patients at higher risk, or exhibiting high levels, of psychological distress at the time of diagnosis and on a regular basis using a systematic evidence-based approach and refer for appropriate support and onward referral.
- Continuously evaluate the patient's condition and response to interventions in a timely manner and modify the BCN management plan when necessary, to achieve optimal health outcomes for patients with breast cancer.
- Communicate effectively with other members of the health care team to facilitate efficient, timely and comprehensive assessment and identification of current and potential emotional, psychological, physical, and practical needs of patients with breast cancer and their families and /or carers.

3.2 Promotion of Multidisciplinary Care

- Establish a working relationship, and work collaboratively, with multidisciplinary team members across the continuum of care.
- Liaise with general practitioners, specialist oncologists, cancer care coordinators, community nurses, palliative care, and local hospital staff to build an efficient and appropriate referral network and framework of support for breast cancer patients.
- Act as a patient advocate to the multidisciplinary team and facilitate a treatment care plan appropriate for the patient's individual needs.
- Actively facilitate the involvement of the client as a partner in the multidisciplinary team and ensure that outcomes from multidisciplinary care meetings are incorporated into the care plans of patients.
- Contribute, as part of the multidisciplinary team, to the review of the individual patient's care outcomes and continuous improvement of breast cancer services.

3.3 Facilitation of Client-Focused Support and Treatment

- Facilitate and provide appropriate individualised information, education, and support to patients/carers regarding treatment modalities, supportive care, and practical assistance relevant to their needs.
- Promote a patient's ability to participate in care decisions and self-management of health needs, according to assessment of patient's preferences and resources, while ensuring the patient has access to appropriate information on which to base decisions.
- Develop, implement, and continuously review a comprehensive care plan that is consistent with patient's needs and decisions, and that incorporates interventions to promote continuity of care.

- Coordinate the patient's treatment journey ensuring that key elements of care occur in an ordered and timely manner and that information is collected and available to ensure appropriate treatment decisions can be made.
- Demonstrate a comprehensive knowledge of health services and community resources relevant to breast cancer care across the continuum.

3.4 Provision of Client-Specific Information

- Develop, implement, and evaluate a plan for providing comprehensive, individualised, and timely information to patients about breast cancer and its treatment and effects, including emotional and supportive care issues, and identifying appropriate local referral pathways for individuals with breast cancer and their families / carers.
- Continuously assess the client's understanding of their clinical circumstances, treatment and care plan, and preference for information, support, and resources.
- Demonstrate comprehensive and advanced knowledge of the pathophysiology and progression of breast cancer, and current evidence regarding breast cancer treatments across the care continuum, and the short- and longer-term effects of breast cancer and its treatments.
- Demonstrate comprehensive knowledge of informational resources for breast cancer clients and facilitate access to resources relevant to client needs and preferences.
- Support and clarify information provided to the client by other members of the multidisciplinary care team (where present) regarding breast cancer and its management.

3.5 Commitment to Maintenance of Professional Standards

- Maintain a high level of clinical expertise and knowledge through participation in ongoing education and professional development activities.
- Critically appraise and integrate relevant research findings and other developments in decision making about breast cancer care.
- Use relevant sources to seek additional knowledge / information when presented with complex or challenging situations.
- Recognise boundaries of own knowledge/expertise, and ensure clients are referred to multidisciplinary care team members for access to additional support and areas of expertise.

3.6 Act as a Breast Cancer Resource

- Provide expert advice and professional support to nursing colleagues and others involved in breast cancer care about clinical management and professional issues in breast cancer nursing, particularly on the McGrath Model of Care
- Disseminate information about research and other developments in breast cancer care to nursing colleagues and others involved in breast cancer care.
- Promote the development of consumer-based support groups and refer clients to useful community-based resources, such as the Cancer Council Helpline.
- Promote the BCN service throughout the health service/region by ensuring that key personnel at all levels (e.g., from health facility receptionist to surgeon) are aware of the BCN role.

3.7. Keep reporting up to date

Ensure specific data required by the Foundation is added to the relevant McGrath Foundation controlled database on a regular and timely basis.

4. SAFE PRACTICE AND ENVIRONMENT

Occupational Health and Safety

Provide and maintain so far as is practicable a working environment that is safe and without risk to health. Take care of your own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Breast Cancer Care WA policies and promote a working environment that is congruent with these guidelines. Comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensations (WIRC) Act 2013.

5. TRAINING AND DEVELOPMENT

Tertiary Breast Care Nurse qualifications are desirable but not essential. If no formal education in breast care nursing, then an active understanding that they will be encouraged and supported by the McGrath Foundation and their LHD to obtain post-graduate qualifications in breast care studies. This will require the BCN to commence in the role within the McGrath Foundation Associate Pathway.

Relevant, practical, and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem-solving approach and to be competency based.

You are expected to participate in the personal development process on an annual basis.

6. QUALITY

As a staff member of Breast Cancer Care WA, staff are required to comply with performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards, and accreditation standards.

As a staff member employed by Breast Cancer Care WA you must have and maintain the appropriate skills and knowledge required to fulfill your role and responsibilities within the organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice,

You are responsible for ensuring safe high-quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the Breast Cancer Care WA approach to patient and family centered care.

7. CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2000.

8. EQUAL EMPLOYMENT OPPORTUNITY

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

9. PERFORMANCE DEVELOPMENT

A Performance Review, that includes agreed targets, will occur three (3) months from commencement and then annually on the basis of the duties and responsibilities outlined in this position description. This is an opportunity to review personal and the allocated work unit's service performance, facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of on-going self and allocated work unit's service development.

Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all-inclusive.

Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Breast Cancer Care WA Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity, and Confidentiality.



Signed:
Breast Cancer Care WA

Date: 11/10/2021

INCUMBENT STATEMENT

I _____ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____

Date: ____/____/____

ATTACHMENT 1

KEY SELECTION CRITERIA

Position Title:	McGrath Breast Care Nurse
Reports to:	Support Services Manager

Qualifications

- Registered Nurse with at least five years post registration experience in either surgical or medical oncology, ideally with at least three years' experience as a breast care nurse, or related discipline.
- Relevant post graduate qualifications in breast care nursing or cancer nursing (minimum first unit of the post graduate certificate, with willingness if deemed necessary to complete the post graduate certificate in breast care nursing). If no formal education in breast care nursing, then an active understanding that they will be encouraged and supported by the McGrath Foundation and their LHD to obtain post- graduate qualifications in breast care studies. This will require the BCN to commence in the role within the McGrath Foundation Associate Pathway.

Selection Criteria

Essential:

- Relevant experience in the management of patients with breast cancer (and/or oncology nursing experience).
- Demonstrated experience working effectively within a multidisciplinary team and independently.
- Demonstrated ability to deliver quality patient care.
- Demonstrated time management, organisation, and planning skills.
- Experience in the use of technology to create reports and documents.
- Demonstrated commitment to total quality management and improved health care outcomes.
- High level verbal and written communication skills.
- Demonstrated commitment to developing and improving personal education skills appropriate to the position.
- Demonstrated knowledge of and commitment to Occupational Health & Safety.
- Computer literacy; and
- Demonstrated knowledge of health care education.

Desirable:

- Experience in the development and delivery of education programs to clients, carers, the community, and health professionals; and
- Knowledge of research methodology and ability to undertake research.

ATTACHMENT 2

Key Result Areas /Key Performance Indicators

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- Role model excellence in clinical practice.
- Demonstrate the values of Breast Cancer Care WA whilst working to fulfil the organisations mission and vision.
- Demonstrate a contribution and implementation, as delegated, of the Organisation quality and risk management framework as related to clinical practice within the relevant setting.
- Evidence positive relations with the broader Breast Cancer Care WA community and key stakeholders
- Contribute to a positive working culture.
- Positively promote Breast Cancer Care WA as a 'Great place to work and learn'.

ATTACHMENT 3

ATTACHMENT 3 – NURSING & MIDWIFERY DOMAINS OF PRACTICE

The **Nursing Midwifery Domains of Practice** resource has been developed by the Nursing Midwifery Executive using the domains of nursing as identified by Ackerman et al. (1996)(1) and the National Common Health Capability Resource (2013). Its aim is to support the individual clinician by promoting common behaviours and skills which comprise and represent the complex role of nursing and midwifery.

There are five domains of practice which are considered integral components of the role of all Breast Care nurses and midwives: comprehensive patient care, support of systems, education, research, and professional leadership. (summary Table 2)

Recognising that the level of skills acquisition will be dependent on nurses and midwives' specific roles and experience, the domains have been referenced to the 'novice to expert' skills acquisition model first developed by Dreyfus(2) and adapted for nursing by Benner.(3)

Behaviours are specified at five different levels, and reflect an increasing degree of autonomy, complexity, awareness, and activity being performed.

Table 1: Summary of Behaviour Levels

Novice	Advanced Beginner	Competent	Proficient	Expert
Works within a known and stable context , consulting when abnormalities arise before acting	Works within a known and stable context , consulting when abnormalities arise	Acts independently in routine situations within scope, and responds to known dilemmas	Acts independently in complex situations within scope, and responds to unknown dilemmas	Provide vision and direction and shape and implement strategies and initiatives that enable others to perform as required

Levels do not equate to roles or hierarchy within the workforce. Instead, the levels reflect what level of behavioural skill is required to achieve the desired care goals or outcomes in a given situation. Levels should be treated as cumulative, meaning that behavioural indicators at subsequent levels in the scale should be read in conjunction with the behaviours specified at any lower level.

Some levels may serve as an aspirational standard in some instances, rather than accurately reflecting behaviours of current practice. Where a gap exists between current and future practice behavioural skill requirements, there should be aspiration to meet the standard specified to enhance or effectively meet individual and community health needs.

Table 2: Domains of Practice

Domains of Practice				
Direct comprehensive care	Support of systems	Education	Research	Professional leadership
<ul style="list-style-type: none"> • Patient history • Patient assessment • Perform and deliver care. • Monitor & 	<ul style="list-style-type: none"> • Planning for the Future • Safety and Quality • Recruitment & Retention 	<ul style="list-style-type: none"> • Education of patients & families, relationship building. • Own professional education 	<ul style="list-style-type: none"> • Knowledge of research evidence relevant to area of practice • Involvement and dissemination 	<ul style="list-style-type: none"> • Professional conduct • Accountability

Evaluate Care		<ul style="list-style-type: none">• Professional education of others	of research	
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