



GOULBURN VALLEY
HEALTH
CARING FOR YOUR COMMUNITY

GOULBURN VALLEY HEALTH

2012 GRADUATE NURSE PROGRAM



[Type text]

TABLE OF CONTENTS

GOULBURN VALLEY HEALTH	3
OVERVIEW OF GRADUATE PROGRAM	3
ADVANTAGES OF A GV HEALTH GRADUATE PROGRAM	4
ROTATIONS	5
CLINICAL AREAS.....	5
SPECIALTY AREAS.....	5
MEDICAL UNIT.....	6
MARY CORAM REHABILITATION UNIT.....	6
SURGICAL UNIT.....	6
EMERGENCY DEPARTMENT.....	7
THEATRE.....	7
PAEDIATRICS.....	8
INTENSIVE CARE UNIT.....	8
HAEMODIALYSIS UNIT.....	8
ONCOLOGY.....	9
MIDWIFERY.....	9
MENTAL HEALTH.....	9
SUPPORT FOR GRADUATES	10
CLINICAL AREA EDUCATOR.....	10
PRECEPTORSHIP.....	10
CLINICAL SUPPORT NURSE.....	10
ORIENTATION.....	10
SUPERNUMERARY DAYS.....	10
EDUCATION	11
GRADUATE STUDY DAYS.....	11
THE CENTRE FOR NURSING PRACTICE EDUCATION AND RESEARCH.....	11
MANDATORY TRAINING.....	11
SECOND YEAR OPPORTUNITES	12
REMUNERATION AND CONDITIONS	12
RECRUITMENT AND SELECTION PROCESS DURING 2011	14
APPLICATION PROCESS	15
ALL APPLICANTS WILL BE REQUIRED TO APPLY ONLINE.....	15
REQUIRED DOCUMENTS FOR ONLINE APPLICATIONS INCLUDE:.....	15
THE INTERVIEW.....	15
POST GRADUATE OPPORTUNITIES	16
FACILITIES & SERVICES	17
ACCOMMODATION.....	17
GYM MEMBERSHIP.....	17
LIBRARY.....	17
SPECIALITY SHOPS.....	17
SHEPPARTON WEBSITE.....	17
FURTHER INFORMATION	17

GOULBURN VALLEY HEALTH

Goulburn Valley Health (GV Health) is a 280 bed acute and extended care facility which provides surgical, medical, paediatric, obstetrics and gynaecology, intensive care, haemodialysis, oncology and psychiatric services as well as extended care and regional services. It has two smaller sites at Rushworth and Tatura with acute and aged care beds. GV Health provides community services that compliment its inpatient role, such as Hospital in the Home, Diabetes Education, Continence and Aged Care Assessment, Home based nursing and Allied Health.

A high incidence of road trauma, skin cancer, farm injuries and work safety accidents occur in our region, a characteristic that we share with other rural communities.

Population numbers swell considerably during the fruit harvest season from December to March, when an estimated 10,000 itinerant workers from throughout Australia and overseas visit the region. Snake bite, cuts, scratches to the eyes from branches, injuries caused by falling from a fruit picking ladder and allergic reactions are among the most common conditions treated during the harvest season.

OVERVIEW OF GRADUATE PROGRAM

GV Health's Graduate Nurse Program is recognised as an adult learning program that encourages self-directed learning. The program offers you the opportunity to practice in a supportive environment that will facilitate your transition from a student nurse to a confident practicing registered nurse. Your development of theoretical and clinical knowledge will be supported by the unit based Clinical Area Educators.

Our rural teaching hospital provides nursing graduates with a unique opportunity to broaden clinical skill and knowledge across a large diversity of clinical situations/conditions. The dedicated staff within the organisation will assist you to identify your strengths and to develop strategies for further growth by providing ongoing professional development opportunities.

* GV Health is able to adapt this program to meet the needs of double degree (BN/BM) graduates.

ADVANTAGES OF A GV HEALTH GRADUATE PROGRAM

- Clinical Area Educator in each ward area
- Comprehensive Orientation program
- Three general rotations of between two to four months
- One Specialty rotation of between two to four months
- Individual Preceptors just for you
- Progress review at the beginning of each rotation to identify learning objectives/needs to enhance Professional Development
- Clinical Appraisal each rotation to provide feedback and document progress
- No Lift and patient transfer training
- Internet access on each unit
- Individual email address
- Seven fully paid study days
- Regular unit based education sessions
- Opportunities for rotations to other clinical areas in second year
- Free Immunization and Staff Health Check Clinic
- Discounted staff car parking for full time staff
- Salary Packaging
- Study/Conference leave
- Goulburn Valley Health social club opportunities
- Supernumerary days each rotation
- Information Technology (IT) training available
- Fire, Safety and Emergency code training
- ADO (accrued day off) once a month for full time employees
- Self Rostering in most clinical areas
- Opportunities for participation in SIM sessions
- Discount Aquamoves gym membership
- Certificate on completion of Graduate Program.

There are 20 Graduate Nurse positions available in 2012. Your comprehensive Orientation to GV Health and the Graduate Program commences on the 30th of January 2012.

ROTATIONS

Graduate rotations are provided in the Surgical Unit, Medical Unit, and Rehabilitation Unit. Opportunity is available to rotate into the Specialty units of: Emergency Department, Paediatrics, Theatre and Day Procedure Unit, Intensive Care, Oncology Haemodialysis, Midwifery for double degree Graduates, and Mental Health Services.

You will have three, two to four monthly rotations to provide you with enough time to consolidate your skills and knowledge across the three diverse units.

You will be expected to work and grow as part of the nursing team within the unit you are working in. You will undertake morning, afternoon, twilight and night duty shifts when applicable as part of the staff within the unit.

You will submit two of your clinical preferences for a Specialty area on application. The GV Health Graduate Program endeavours to secure at least one of your preferred clinical preferences for your specialty rotation.

Clinical Areas

- Medical Unit
- Rehabilitation Unit
- Surgical Unit

Specialty Areas

- Emergency Department
- Theatre and Day Procedure Unit
- Paediatric Unit
- Intensive Care Unit
- Haemodialysis
- Oncology
- Midwifery
- Mental Health

Medical Unit

The Medical Unit is a 30 bed ward caring for around 1,000 patients per year. You will have the opportunity to care for a variety of patients with cardiac, diabetic, oncology, renal, gastroenterology, neurological and respiratory medical conditions. Medical ward also cares for end stage palliative patients.

The Medical Unit has an extensive in-service program with a minimum of one in-service weekly. Topics vary according to the learning needs of staff.

A Clinical Area Educator is based within the unit.

Mary Coram Rehabilitation Unit

Mary Coram Rehabilitation Unit provides care for 700 - 800 patients a year, with 16 geriatric evaluation management and 24 rehabilitation patients on a daily basis. The 40 beds combined will offer the Graduate nurse an opportunity to advance their rehabilitation skills in dealing with conditions such as the long term chronic obstructive pulmonary disease, Parkinson's disease, dementia, neurological, orthopaedic, cardiac, and gastroenterology. As a part of your professional development, weekly in-services are offered. Topics vary in accordance to staffing needs. There is also opportunity to attend other wards in-services if they are of interest to you.

A Clinical Area Educator is based within the unit.

Surgical Unit

Surgical Unit has the ability to care for 30 patients on a daily basis with around 2,500 per year. There are several specialities in this unit: these include general surgery, urology, orthopaedics, ear, nose and throat, gynaecology, paediatric and oral surgery.

You will have the opportunity to attend in-services as well as be encouraged to participate in external education.

A Clinical Area Educator is based within the unit.

Emergency Department

The Emergency Department currently provides a service to 35,000 patients a year. The department consists of twenty emergency beds and eight emergency medical unit beds. The Emergency Department has approximately 10,000 high acuity patients per year. The Emergency Department also provides care for approximately 10,000 children per year.

The many educational opportunities include unit based or in-service education sessions, external education which Graduates are encouraged to attend and the opportunity for postgraduate studies in Critical Care.

A Clinical Area Educator is based within the unit.

Theatre

The combined operating room complex includes Day Procedure Unit, Theatre and Central Sterilising Services Department.

There are 3 operating theatres, with a 6 bay recovery room.

Day Procedure consists of 12 beds, 4 reclining chairs and a treatment room.

Central Sterilising Services Department (CSSD) caters for the cleaning, decontamination, packaging, tracking and subsequent sterilisation of theatre instruments and linen and provides a service for areas external to the operating suite.

Theatre performs approximately 6,000 procedures for patients per year. You will have the opportunity to attend all in-services within the unit as well as be encouraged to attend external education.

A Clinical Area Educator is based within this unit and opportunity exists for Post Graduate study in Peri- Operative nursing.

Paediatrics

The Paediatric unit is able to care for 24 patients on a daily basis with around 1,500 patients per year. The unit caters for children from birth to 17 years across most paediatric medical and surgical specialties including oncology, orthopaedics, ear nose and throat. Paediatric home and community nursing, paediatric diabetes and asthma education programmes and paediatric outpatient services are also run from the ward.

An extensive in-service program is offered and a Clinical Area Educator is also available within this specialised unit.

Intensive Care Unit

The Intensive Care Unit at GV Health is a combined ICU, CCU and HDU with an 8 bed capacity. We are classed as a level 2 ICU serving the Western Hume Region as a major referral area. The ICU supports 700 - 750 admissions per year. The ICU has an Intensivist who co-ordinates medical management of all ICU and HDU patients.

The ICU has a variety of therapies from invasive and non invasive ventilation, continuous cardiac output, haemofiltration and invasive monitoring such as arterial lines. The ICU offers a Rural Critical Care course specialising in emergency, coronary care and intensive care nursing. The staff in ICU are well supported with a Clinical Area Educator. The ICU Liaison nurses follow up ICU patients discharged to the wards, attend MET/Blue Calls and informal education for all staff.

A Clinical Area Educator is also available within this specialised unit.

Haemodialysis Unit

The Haemodialysis Unit is open 6 days per week, Monday to Saturday. We currently have the capacity to dialyse 21 patients. Our patients all have end stage renal failure requiring Haemodialysis treatment which they require 3 times per week.

We currently provide dialysis over 3 sessions (AM and PM Monday, Wednesday and Friday, and AM only on Tuesday, Thursday and Saturday). We are open from 7 am to 7.30 pm Monday, Wednesday and Friday and 7 am to 3.30 pm Tuesday, Thursday and Saturday. We offer a small team environment where we manage our chronically ill population. At Shepparton we currently have a diverse range of patients aged 15 to 74 with a broad spectrum of nationalities and cultures included. We run approximately 2900 treatments per year and are a St. Vincent's Satellite Unit.

Oncology

The day oncology department currently provides an inpatient/outpatient service for both oncology and haematology patients. We also provide a service for some specialised treatments for rheumatology and neurology patients. The oncology department operates Monday to Friday and currently see approximately 600 – 700 patients per month.

Midwifery

The Maternity Service provides care for approximately 1,200 women per year. The unit consists of 12 Postnatal/Antenatal inpatient beds, a Birth Suite with 5 rooms and 2 assessment rooms, and a Level 2 Neonatal Nursery that has 8 cots. Other services include Antenatal/Midwives Clinic, Domiciliary and Lactation Day Stay.

The Maternity Service also works closely with community services such as Rumbalara Aboriginal Health Service, The Bridge (for teenage mothers), GV Family Care and Maternal and Child Health.

The Maternity Unit offers a range of care models to meet the needs of individual women.

There is opportunity for Graduate Nurses to spend some time in the Midwifery Unit. This would need to be negotiated with your Graduate Nurse Program Co-ordinator.

GV Health currently offers a Graduate Diploma in Midwifery through La Trobe University (Bendigo) which you may like to consider in the future.

Mental Health

Goulburn Valley Area Mental Health Services (GVAMHS)

Psychiatric inpatient services include 20 acute in-patient beds (15 adult and 5 psychogeriatric assessment), 8 bed sub acute Step-Up/Step-Down Program, 8 bed Specialist Residential Rehabilitation Program and 20 specialist psychogeriatric residential beds.

Psychiatric Community Programs care for adult, child and adolescent patients.

An educator is available in the acute in-patient unit.

SUPPORT FOR GRADUATES

Clinical Area Educator

The Clinical Area Educator is primarily a teaching resource for you and nursing students undertaking programs and courses conducted by GV Health. Clinical Area Educators assist in the provision of high quality clinical area orientation, ongoing theoretical development and evaluation and in the professional development of all nursing staff within their unit.

Preceptorship

GV Health strives to develop a positive clinical learning environment for you. The Preceptorship model allows you to feel supported within the clinical environment. You will have at least one preceptor, who works shift work. This alone enhances the support for the Graduate in all hours of the day or night.

Clinical Support Nurse

A Clinical Support Nurse works in the afternoons and on some weekends to support new staff and Graduates working within the medical, surgical, rehabilitation, Oncology and Haemodialysis wards.

Orientation

Your first week at GV Health will include a comprehensive orientation program run by the Human Resources department and the Centre for Nursing Practice, Education and Research. The orientation program is the same as all employees receive, however as you are a beginning practitioner, nursing offers a little extra to get you up and going.

Supernumerary Days

Each Graduate is allocated supernumerary time at the commencement of a rotation to a new ward area. During this time the Graduate works closely with the Clinical Area Educator to assist with their transition into the clinical environment.

EDUCATION

Graduate Study Days

The Graduate Nurse Program offers 7 fully paid study days during the 12 month period. The study days consist of both theoretical and clinical content, which is based on the individual learning needs of the Graduates. Previous topics of interest covered include time management, documentation, loss and grief, fluid management, medication management, pain management, wound management, diabetic emergencies, acute myocardial infarction, pulmonary embolism, blood transfusions, electrocardiograph interpretation, drug and alcohol withdrawal, and Aboriginal Health. Each session is conducted by experienced nurses within the specific field. Graduates also have the opportunity to use the on campus University of Melbourne clinical skills laboratory to practice their nursing skills such as venipuncture and CPR. Graduates will also be given the opportunity to participate in our multidisciplinary team SIM sessions held throughout the year.

The Centre for Nursing Practice Education and Research

GV Health is proud to be a teaching hospital. Graduate Nurses are required to undertake the mandatory training requirements of all GV Health nurses, as well as participate in courses to maintain professional development.

Mandatory Training

- Drug calculations
- Basic life support
- No lift
- Fire Training
- Bullying & Harassment
- Infection Control
- Cytotoxic training – level 1 & 2

SECOND YEAR OPPORTUNITIES

Goulburn Valley Health offers an opportunity following completion of your GNP year to facilitate the second year nurse in experiencing additional work areas if wanted. Areas available to rotate through include: Theatre, Intensive Care, Emergency Department, Mental Health, Paediatrics, Rehabilitation, Medical Unit, Surgical Unit, Day Procedure Unit, Oncology, Haemodialysis and District Nursing.

This year is aimed at meeting your needs as a second year nurse. Each nurse's request for rotation will be initially reviewed on an individual basis by Nurse Unit Managers at interview. The Chief Nursing Officer approves rotations. Following commencement in the ward you are first allocated to, in your second year, it then becomes your responsibility to approach and liaise with NUM's to organise subsequent moves to other clinical areas if desired.

Throughout this second year the Clinical Area Educators and Nurse Unit Managers will also be able to guide you in undertaking relevant internal and external study days as they become available.

REMUNERATION AND CONDITIONS

All Registered Nurses employed within Victorian public hospitals work under the Victorian Nurse's Award. The pay rate and conditions will be the same across the state.

Accrued day off (ADO)

If you work full time you will accrue 4 hours of ADO hours each pay fortnight. Therefore each month you will have accrued and should be allocated one paid day off.

Pay rates

As per Victorian Nurse's Award.

Penalties

Weekend rates are time and a half.

Public holiday rates are double time.

Afternoon and night duty shifts attract additional pay as per EBA rates of pay

Sick leave

You accrue one days sick leave per month, pro-rata.

Salary Packaging

GV Health is a public benevolent institution which is exempt from paying the usual level of fringe benefits tax. Management of the hospital wishes to pass the tax savings on to its valued employees, so the first \$17,000 of grossed up fringe benefits are tax free. You will need to discuss salary package options with Human Resources at orientation and appointments may be made through Eziway. Information is available online www.eziway.net.au

Uniform/ Laundry Allowance

As per GV Health policy.

RECRUITMENT AND SELECTION PROCESS DURING 2011

GV Health will be conducting an Open Day on **Wednesday June 15th 2011** at 2pm, at Goulburn Valley Health, Elsie Jones Education Centre, Graham St Shepparton.

All prospective Graduate Nurses wanting a Graduate Nurse position at GV Health are required to apply through the Postgraduate Medical Council of Victoria (PMCV) computer match process. This process allows students to apply to only 4 hospitals.

PMCV can be contacted on (03)94191248 or via email: pmcv@pmcv.com.au

It is important to note, that prospective Graduates must also apply directly to each of the four individual hospitals they have nominated.

Wednesday 1st June 2011

Online registration of candidates opens at the PMCV computer matching service website: <http://computermatching.pmcv.com.au>

Thursday 28th July 2011

Closing time for online submission of candidate priority list at the PMCV website.

Friday 29th July 2011

Hospital administration users can logon and download a list of candidates who have nominated that hospital/health service as a preference.

Candidates will be required to log onto the GV Health website to apply online. GV Health online recruitment opens in late May. You must register as a user prior to applying online, click on the following link.

<http://gvhealth.mhr.com.au/>

Friday 29th July – Thursday 22nd September 2011

GV Health will be conducting interviews.

Friday 30th September 2011

Closing time for hospitals to nominate prospective Graduates.

Monday 17th October 2011 - at 1000 hours

Computer match has taken place, and results are released to the hospitals and candidates.

APPLICATION PROCESS

All applicants will be required to apply online.

<http://gyhealth.mhr.com.au/>

Required documents for online applications include:

- Resume
- Cover letter
- Certified copy of your Academic Transcript with Results Legend
- 2 Clinical Referees
- Passport photo

The Interview

Conducted between Friday 29th July – Thursday 22nd September 2011

GV Health conducts their interviews individually. There will be an interview panel made up of the Graduate Nurse Program Coordinator, Nurse Unit Managers and Nurse Educators, with a maximum of 3 interviewers on each panel. You will have an opportunity 5 minutes prior to interview to relax and read over the questions.

All applicants are required to bring:

- Most recent Clinical Appraisals
- Copy of current Resume
- Academic Transcript
- Nursing Registration
- Police Check and working with Children Check

Each applicant will be scored on:

- Application presentation
- Interview
- Clinical Performance Appraisals
- Academic ability

POST GRADUATE OPPORTUNITIES

GV Health has close affiliation with Melbourne University, La Trobe University, Deakin University and others, offering opportunities in post graduate study for :

- Advanced Clinical Nursing - Child Health
- Advanced Clinical Nursing - Mental Health
- Postgraduate Diploma in Midwifery
- Postgraduate Certificate or Diploma in Rural Critical Care (Emergency and ICU)
- Postgraduate Certificate or Diploma in Anaesthetics & Recovery Peri-operative Nursing

FACILITIES & SERVICES

Accommodation

GV Health can provide a list of real estate agents upon request from reception at Elsie Jones Education Centre. Whilst we do not provide any accommodation on site; we can sometimes provide short term accommodation off campus through our Nursing Resources officer (subject to availability).

Gym Membership

GV Health has a close affiliation with Aquamoves lakeside Gym Shepparton. The opportunity to purchase discounted membership is available to all staff employed by GV Health.

Library

The library has a broad range of text books, journals and audiovisual materials for loan. All staff can use the library to access the internet, fee-paying photocopiers, colour printers, bibliographic databases and the Clinician's Health Channel.

Speciality Shops

There is a cafeteria in our hospital dining room and also the Glasshouse Café located at the front entrance of the hospital. Both facilities are available to staff and the general public.

Shepparton Website

Visit the Shepparton website for information about the opportunities and lifestyle to be experienced in the Greater City of Shepparton.

www.shepparton.vic.gov.au

FURTHER INFORMATION

You can obtain further information by viewing our internet site – www.gvhealth.org.au or by contacting the Graduate Nurse Program Coordinator on (03)58322435, or emailing abbey.elliott@gvhealth.org.au