

Position Description

Position Title:	Orthopaedic Nurse Navigator
Reports to:	Divisional Operation Director Surgical and Specialist Clinics
Department:	Planned Surgery Access Unit
Directorate:	Clinical Operations
Cost centre:	P0452
Code & classification:	Clinical Nurse Specialist (YS9)
Employment conditions:	Nurses and Midwives (Victorian Public Health Sector) Single Interest Employers Enterprise Agreement 2024-2028 and GV Health Policies and Procedures (and as varied from time to time)

GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

POSITION SUMMARY

The role of Orthopaedic Nurse Navigator involves working in collaboration with Orthopaedic and surgical wards as a point of contact to guide patients through their hospital admission. Working closely with the Clinical Director of Orthopaedics and wider team, attending unit meetings and clinical rounds to progress patient care, focus on pre surgical education, care coordination and post discharge recovery. The role involves working closely with the patients, families and multidisciplinary clinical teams to improve clinical outcomes, streamline care transition and enhance patients' satisfaction.

The role involves the collection, involvement in research activities and quality assurance activities. Within this role you will be recognised as a leader in hip fracture care and management, supporting service delivery, providing education to staff regarding best practice and personally responsible for the contribution of GVH data to the Australian and New Zealand Hip Fracture Registry.

As a CNS, you are recognised as a Registered Nurse who:

- Who has developed and continuous to maintain a higher level of clinical knowledge, skills abilities and attributes
 - Actively participates and contributes to quality improvement initiatives that have a unit and / or organisational impact
 - Undertakes ongoing professional development activities for self and contributes to others' development
 - Acts as a role model and demonstrates leadership within the unit
 - Is committed to question practices and continuously develop self and others
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RESPONSIBILITIES AND DUTIES

The following duties are inclusive of but not limited to the following:

- Utilises GVH systems to document and record activity. Will orientate and familiarise self with data collection processes and “Data Dictionary” associated with ANZHFR
- Will be responsible for the collection and input of to the ANZHFR of patient level data and 120 day follow up for all patients with hip fractures. Responsibility for reporting of annual facility level data to the ANZHFR in cohesion with the Clinical Director of Orthopaedics
- Actively contributes to the development, implementation and evaluation to standards of practice, policies, procedures and guidelines in relation to hip fracture care and management, including review and revision of policies and procedures, forms and patient and staff education and publication
- Initiates, participates in & contributes to Quality Improvement activities
- Acts as a professional representative for hip fracture care for the organisation
- Demonstrates ability to coordinate interdisciplinary care planning to optimise healthcare status of patients working with the Allied Health team, Surgical Nurse Unit Managers and Patient Liaison Officers
- Participates in Orthopaedic ward rounds
- Attend the weekly Orthopaedic Unit meeting, contributing and presenting when required
- Provide education and support to patients and families

KEY SELECTION CRITERIA

Formal Qualification(s) and Required Registration(s):

- Current registration with AHPRA as a Registered Nurse/Registered Midwife

Essential:

- Postgraduate qualifications in special nursing field and 12 month's experience working in the clinical area, responsible for clinical nursing duties OR minimum of four years post registration experience including three years' experience in the relevant specialist field
- Demonstrated evidence to ongoing personal and professional development
- Demonstrate meeting one criteria in each area of Clinical Skills, Professional Behaviour & Professional development
- Employees are required to provide and maintain required immunisation and serology records - Vaccination category A

Desirable:

- Experience in patient care coordination and orthopaedic nursing

KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful achievement of:

- Demonstrating of GV Health CREATE values and behaviours and being a role model for living the values of Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- 90% attendance and active participation at committees, working groups and meetings
- Ensure clear accountability for quality and safety within the scope of this role
- Ensure all activities are developed and implemented with the most efficient use of available resources and in line with GV Health's budget and related objectives.

- Registration is maintained and working within scope of practice
 - Attendance and active participation at meetings as required
 - 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework
 - Active participation in the Performance and Development review process
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ALL GV HEALTH STAFF ARE REQUIRED TO

- Demonstrate GV Health's CREATE values and behaviours and being a role model for living the values of Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
 - Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
 - Develop and maintain collaborative relationships with all other teams and professionals;
 - Promote and enable efficient teamwork and service provision both within the department and/or organisation and with other service providers;
 - Contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
 - Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
 - Contribute to organisational quality and safety initiatives;
 - Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;
 - Complete and maintain all mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
 - Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
 - Comply with requirements of the National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
 - Comply with the principles of patient and family centred care;
 - Not smoke or vape on GV Health premises;
 - Comply with immunisation requirements as per the Victorian Department of Health Victoria;
 - Comply with all applicable position pre-employment checks that are relevant to the role, which may include but is not limited to; police checks, Working with Children's Check (WWCC), National Disability Insurance Scheme (NDIS) and Aged Care screening requirements;
 - In this role you may occasionally interact with distressed, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. All staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment.
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ACCEPTANCE:

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

Clinical Operations	Orthopaedic Nurse Navigator
Reviewed by:	DOD Surgical and Specialist Clinics
Issue Date:	August 2026

ABOUT US

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



GV Health Vision and Values: [Values and Vision - GV Health](#)

OUR STRATEGIC PLAN

The Goulburn Valley Health Strategic Plan 2024-2026 provides the direction for GV Health with our five strategic pillars being:

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

FOR MORE INFORMATION

Application tips: [Application Tips - GV Health](#)

GV Health: <https://www.gvhealth.org.au/about/>

Child Safety and Wellbeing: [Child Safety and Wellbeing - GV Health](#)

Living in Goulburn Valley: [Goulburn | Regional Living Victoria](#)

GV Community Connector: [Community Connector Program for Businesses](#)