

THE GUIDING PRINCIPLES FOR NURSE/MIDWIFE LEVEL 2 CLASSIFICATIONS

Aim

To provide Nursing and Midwifery Executive Leaders, and Health Units/Services with guidance related to the principles of the operation, appointment and reporting processes related to the new level 2 classifications.

Principles

1. **Associate Clinical Services Coordinators (AssCSC) only exist where the role reports to a Nursing/Midwifery Clinical Services Coordinator within Nursing and Midwifery classification/structures.**

The exceptions to this include the following;

- The existing level 2 Nurses/Midwives, prior to the introduction of the new Enterprise Agreement 2007, who opt/opted to remain as Associate Clinical Services Coordinators but do not report a Clinical Services Coordinator. In the future when these positions become vacant they must automatically revert to the Clinical Nurse/Midwife level 2 classification positions.
- An Associate Clinical Services Coordinator can report to a non Nursing /Midwifery classification coordinator/manager position in the community practice environment where the role is responsible for the coordination of a unit/service and in these circumstances the Ass/CSC must have a reporting line to a Nurses and or Midwife at a higher classification for professional Nursing and Midwifery clinical practice and standard issues. **Refer to the Associate Clinical Services Coordinator (Community) Generic J&PS.**

2. **Appointment to the Clinical Nurse Midwife Level 2 classification**

Following consultation and discussion with the Nursing and Midwifery Career Structure Implementation Central Guidance Group (CSICGG) regarding recruitment to Clinical Nurse (level 2) positions, it is agreed that advertisement and recruitment to Clinical Nurse (level 2) positions is subject to the following statement being included in the Notice of vacancies/advertising information for applicants (whether the position is advertised at RN1/RN2 or only RN2 level);

"Applicants who wish to apply for the Clinical Nurse/Midwife (level 2) classification are required to demonstrate by way of example/evidence that each of the criteria contained in the statement of key outcomes and activities of the Job and Person Specification (section 4) are met in their application."

Furthermore the following guidelines are to be provided for selection panel members for any Clinical Nurse (level 2) positions

"Guidelines for Panel members - Nurses/Midwives applying for Clinical Nurse (level 2) positions are required to demonstrate by way of example/evidence that each of the criteria contained in the statement of key outcomes and activities of the Job and Person Specification (section 4) are met in their application. As such, it is the panel's responsibility when recruiting to this level to ensure that this criteria is met as part of the selection process. The Job and Person Specification must be consistent with the classification criteria contained in Appendix 4 of the Nurses/Midwives (SA Public Sector) Enterprise Agreement 2007."

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3. The role translation/migration options for existing level 2 Nurses/Midwives :

A role translation template letter for existing level 2 Nurses /Midwives was developed in consultation with and endorsed by the Career Structure Implementation Central Guidance Group and it provides the level 2 Nurse/Midwife with the option to opt to translate to either of the two new level 2 classifications.

All existing level 2 Nurses/Midwives must be provided with the option of either of the two Nurse/Midwives Level 2 roles by the end of May 2008.

4. Dedicated Portfolio Clinical Nurse/Midwife roles

Where a level 2 Clinical Nurse Midwife role consists entirely of a dedicated portfolio focus, i.e. Clinical Facilitation, Diabetes Education and Nursing Informatics, then in order to describe the role the J&PS will need to reflect the portfolio responsibilities. The dedicated portfolio for these roles is incorporated in the role not additional to the role.

While the position title remains as Clinical Nurse Midwife the portfolio can be described in brackets after the position title; Clinical Nurse/ Midwife (Clinical Facilitation).

To assist Health Units/Services an example J&PS for a dedicated portfolio Clinical Nurse/Midwife position has been developed and released.

5. Higher Duties/Temporary Clinical Nurse/Midwife role

The job requirements, the nature of the position and the required skill mix, will be taken into consideration in the event of temporary vacancies and determining whether temporary replacement of the Clinical Nurse/Midwife (level 2) level is required. That is some roles may require replacement at level 2 by the nature of the positions, whereas other roles may not.

For example Clinical Nurse Midwife positions may not be relieved at higher duties in the event of temporary vacancy (i.e. leave or temporary secondment) with the exception of the dedicated Portfolio Clinical Nurse/Midwife positions.

6. Transfer of level 2 Nursing and Midwifery classification within the public sector

Consistent with all substantive classifications within the public sector the Nursing and Midwifery classifications at level 2 remain as the Nurse or Midwives' classification unless:

- The Nurse or Midwife is successful in being reclassified at a higher level/applies for and accepts a position at a higher classification level.
- Chooses to apply for and accept a position at a lower classification level.

7. Increment date upon successful reclassification to the Clinical Nurse (level 2) classification

An employee who has successfully reclassified to the Clinical Nurse (level 2) classification retains their previous increment date for further incremental progression purposes, except for employees with more than 12 months full time equivalent service at the 9th increment.

The increment date for employees with more than 12 months full time equivalent service at the 9th increment is the date of operation of their successful reclassification application.