

*Victorian South West Collaborative
Graduate Nurse Program*

**Student
Information Package**



PORTLAND
DISTRICT HEALTH



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1. Welcome

Thank you for considering the Victorian South West Collaborative Graduate Program for your graduate year.

We consider clinical support to be of the greatest importance to Graduate Nurses.

This includes supernumerary orientation program and a preceptor for each rotation, consistent clinical educator contact, and a supportive environment within the three hospitals.

There are ongoing career opportunities following completion of Graduate Nurse Program for you to consider; be it generalist, or speciality areas, and/or pursue further studies. The collaborative Health Services may have ongoing employment opportunities, advertised through normal recruitment processes.

We welcome your interest, and look forward to your application.

Kind Regards



Ros Alexander
Director of Nursing

Portland District Health



Lorraine Hedley
Director of Nursing

Western District Health Service



Fran Kinnersly
Director of Nursing

Moyne Health Services

2. OVERVIEW OF THE COLLABORATIVE GRADUATE PROGRAM

- The Collaborative program was initiated by the Department of Health to create increased recruitment opportunities for graduate nurses, through an innovative shared model across participating health services in Victoria.
- The concept of this collaborative program incorporates three public health services providing a shared rotational program, where the graduate will gain experience across the 3 services. This differs from traditional models of graduate nurse programs where rotation to other organisations for long periods does not apply.
- Portland District Health working collaboratively with Moyne Health Services (Port Fairy) and Western District Health Service (Hamilton Base Hospital) provide a program with a strong focus on medical, surgical, aged and community nursing care.
- The nurse graduate practices health care provision across the health spectrum including primary/preventative health care, acute inpatient care, and care in the patient's own environment.
- The graduate receives clinical support and participates in formal study days, incorporating topics to enhance both clinical and professional development.

Key components of the Collaborative Program

- Three (3), four (4) month rotations
- Individualised attention, coaching and support
- Dedicated Orientation time working with a preceptor
- Aligned support by a Clinical Nurse Educator or experienced staff member, tailored to your learning needs
- Five paid graduate study days in the year
- Additional education opportunities via in-service programs across all three sites
- Opportunity to develop clinical leadership skills, where appropriate in a supportive environment
- Performance feedback and appraisal, to document your progress and further develop learning goals.
- Salary packaging available (not for profit organisations)
- Positions (pay period 2 weeks) eight days a fortnight
- Expanded settings experience to Aboriginal Community Health and Care (DWECH).
- Excellent employment prospects at the end of the program
- Significant learning opportunities, Department of Health & Human Services, Victoria (funded).
- Excellent opportunities to take on postgraduate studies
- Official Celebration and presentation of Graduate Nurse Program Certificate on completion of the program.

Philosophy

- To grow and develop our newly qualified Registered Nurses. A robust practical learning experience program designed to consolidate nursing skills, increase professional awareness, and develop clinical leadership skills, with the patient at the centre of care.
- Support and education will enhance the transition from a beginner graduate to a confident skilled practitioner, resulting in increased job satisfaction, professional development and holistic safe, evidence based care for patients.
- With good support, excellent learning opportunities and a passion for excellence in patient care, the graduate nurse adopts a philosophy to continuously develop clinical & professionally across a lifespan.

Aims

- To facilitate the transition from newly graduated practitioner to a competent & confident registered nurse through supportive learning in a safe environment.
- To transition theory to practice, reinforce learned basic skills and incorporate evidence based care including current technology into patient care.
- To identify self-learning needs, set learning goals and seek appropriate learning experiences to meet these needs.
- To incorporate ethical principles of practice and demonstrate an attitude incorporating the values of the organisation.
- To develop and continuously improve incorporating the principles of adult self-directed learning.
- Graduates practice using best practice guidelines outlined in industry standards, and compliance to each organisational policy / procedures.
- To provide a program that will assist the graduate to consolidate and develop practical skills and theoretical knowledge.
- To provide a supportive learning environment, incorporating Best Practice Clinical Learning Environment (BPCLE) measurable elements.

The Victorian South West Collaborative Graduate Program is designed specifically for new graduate nurses to develop knowledge and skills to work across a variety of sites in a regional and rural setting.

Information

Starting Dates and Size of Intake

- Victorian South West Collaborative Graduate Nurse Program:
 - Three graduates will commence in January/February 2018

Rotations

- There are three (3), four (4) month rotations in the Victorian South West Collaborative Graduate Nurse Program, across three different health services.
- The health services are Portland District Health, (Portland Hospital) Moyne Health Services (Port Fairy Hospital) and Western District Health Service (Hamilton Base Hospital).
- The four months at Portland Hospital will be in the acute setting with one week observation at Dhauwurd-Wurrung Elderly & Community Health (DWECH).
- The four months at Port Fairy will be in the Aged Care Setting and District Nursing Service.
- The four months at Hamilton Base Hospital will be in the acute setting with one week observation in Care Coordination.

Clinical Support

Supernumerary Time

- During this time the graduate works the patient load with their Preceptor, while becoming orientated to their new workplace. Supernumerary time varies at each location at the beginning of each rotation.

Clinical Nurse Educators

- Clinical Nurse Educators are available at all three sites to provide support and teaching.

Preceptorship

- Graduates are allocated one or two experienced Preceptor(s) at the beginning of each rotation. This will enable the graduate to develop knowledge and skills in a safe and supportive environment.
- Support is also provided through experienced Registered Nurses (R.N.'s) who are willing to answer graduates questions and assist in their development.

Employee Assistance Program

- The Employee Assistance Program (EAP) is a professional, free, confidential advice service that can assist staff in dealing with a wide range of personal and/or workplace issues.
- For further information contact HR officer (On site)

Remuneration

- All Graduate Nurses are employed according to the Nurses (Victorian Public Health Sector) Multiple Business Agreement.

Work Hours

- The Collaborative Graduate Program is part time.
(0.8 Equivalent Full Time = 8 rostered days per fortnight)

The Contract

- The Collaborative Graduate position will be a fixed-term contract for one year. Each hospital will employ each Graduate for four months and be will responsible for the Graduate as they rotate each site.
- Ongoing contracts of employment can be discussed/negotiated at completion of grad year, however this is dependent on positons available.

Annual Leave

- The graduate will accrue five weeks of annual leave during the year. The annual leave will be set prior to commencing the program.
- Special early requests may be taken into consideration if request is reasonable and fits with the Health Service rosters.

Salary Packaging

- Salary packaging is a way of restructuring your income to make the most of your pre-tax salary. You are able to nominate what pre-tax income is taken out of your salary to pay for items such as mortgage, rent or personal loan payments, private health insurance, utility bills (and many other options).
- Tax will apply on the remainder of the earnings only.
- Further discussion on this option will be held during hospital orientation if the hospital participates in such a program.

Study Days

- There are five study days throughout the year that you are paid to attend. The topics for the study days have input by all three health services.

Assessment

- Each Graduate Nurse is assessed both at a clinical and theoretical level.
- A performance appraisal will be completed during and at the end of each rotation by the Nurse Unit Manager in conjunction with the Clinical Nurse Educator and Preceptor.
- The successful completion of mandatory and core competencies outlined by each Health Service (some of which are transferable).
- All services share an on line learning management system (e Learning)

3. YOUR APPLICATION AND OUR RECRUITMENT PROCESS

- We are looking for graduates who are committed and willing to:
 - provide high quality safe patient care
 - enjoy working within a team, a team player
 - communicate well with patients and other staff
 - Ask questions, learn from feedback and are keen to learn and expand their knowledge base.
 - Adopt a self-directed learning philosophy
 - Are great ambassadors for each Health Service, incorporating organisational values into care.
 - Have a current driving licence
 - Undertake Police and working with Children checks

PLEASE NOTE THAT WE READ ALL APPLICATIONS - APPLICATIONS ARE BY MAIL ONLY

- All eligible third year nursing students who wish to apply for a position in a Victorian Graduate Nurse Program, are eligible to apply through the Postgraduate Medical Council of Victoria (PMCV) Computer Match process.
- PMCV can be contacted on (03) 9419 1217 or via email at pmcv@pmcv.com.au to discuss this process.
- The computer match process allows students to apply to only 4 Victorian hospitals. Prospective graduates must also apply directly to each of the 4 individual hospitals they have nominated. You will need to go to the PMCV website www.pmcv.com.au hospital directory section and lodge a “Candidates Priority List”.
- You must separately apply to your four (4) preferred hospitals, (the Collaborative Program is treated as a separate hospital) sending in the required information outlined in their summaries in the hospital directory.
- Closing dates will vary.
- An application to any of the individual participating hospitals does not cover you for the Collaborative Graduate Program you would need to apply to both via the computer match system, and individual application to both.

Stage 1 of the recruitment process

Application Process for the Collaborative Graduate Program

Please submit by post your:

a) Letter of application:

- Describing why you are interested in this program

b) Resume:

- Place your contact details at the head of the first page, including email address.
- Ensure your telephone number enables the caller to contact you or leave a message

c) Academic transcript:

- We will ask you for your most up- to –date academic transcript when you are invited to interview.

d) Copies of your last three clinical placement records:

- If the title of the placement is not self-explanatory, then explain what type of placement it was. Third year reports are definitely preferred.

e) Names of three (3) referees:

- At least one of your referees should be a manager from your workplace.
- At least one of your referees should be a clinical nurse educator or preceptor from your placement.
- Ensure you have your referee's permission, contact them prior.
- Your referee will need to be available to be contacted throughout August and September
- Please include their email addresses.

Enquiries for the Collaborative Graduate Program to:

- ***Dona Eichler Learning and Training Coordinator***
Portland District Health
03 5521 0627
Email: deichler.pdh@swarh.vic.gov.au
- ***Leah Swainston/ Graduate Nurse Program Coordinator***
Western District Health Service/Hamilton Base Hospital
03 555 18544
Email: leah.swainston@wdhs.net
- ***Johanna Keane/ Nurse Educator (part-time)***
Moyne Health Services/ Port Fairy Hospital
03 5568 0150
Email: jkeane@moynehealth.vic.gov.au

Address your application to:

- ***Victorian South West Collaborative Graduate Nurse Program
Coordinator***

C/O Learning Centre
Portland District Health
Bentinck Street
Portland, Victoria 3305

Stage 2 of the recruitment process

- If you reach stage two of our selection process you will be invited to attend an interview.

The Interview

- The interviews will be conducted during August and September in Portland or Hamilton. Your interview will take about 30 minutes. The interview panel will consist of the following people:
- Graduate Nurse Program Co-ordinators from Portland District Health, Moyne Health (Port Fairy) and Western District Health Service (Hamilton Base Hospital).

Stage 3

Notification of Appointment

- Computer match results will be released in October to hospitals/health services. If you are successfully matched to the Victorian South West Collaborative Graduate Program you will be contacted by phone within 3 business days.

4. EMPLOYMENT OPPORTUNITIES AFTER THE GRADUATE YEAR

- Whilst ongoing employment in a specific area cannot be guaranteed after the Graduate Program is completed, employment opportunities across all three hospitals are very good.
- In September/October Graduate Nurses are invited to nominate if they are interested in ongoing employment at their hospital of employment. The graduate can apply for employment at any of the three hospitals if positions become available.

5. SERVICES

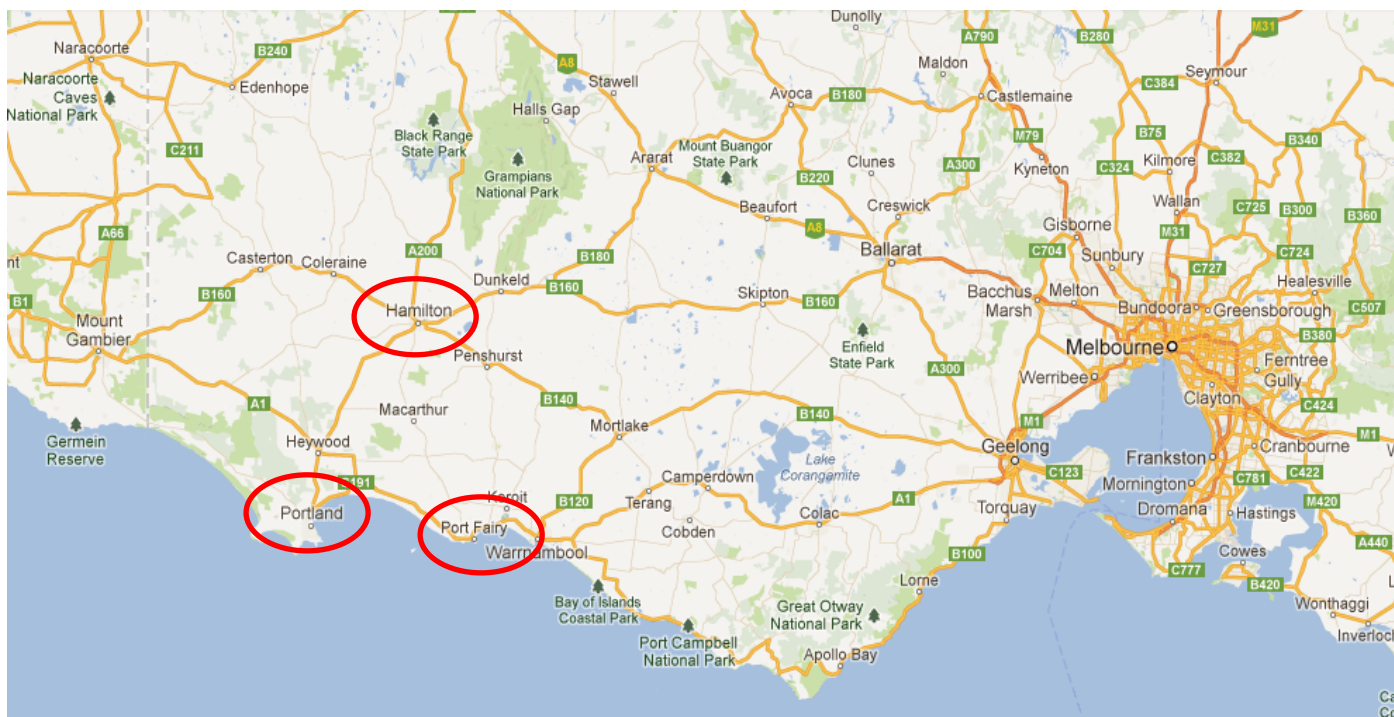
Accommodation

- Limited accommodation options are available at the different Hospitals.
- Greater Green Triangle – University Department of Rural Health, offers accommodation and other support to assist students on clinical placement in the Greater Green Triangle regions. Their website is: www.greaterhealth.org/students/ or phone 03 5551-8840.
- Donna Eichler Graduate Coordinator at Portland Hospital might be able to assist, please contact her on (03) 55210615 - Email: deichler.pdh@swarh.vic.gov.au
- Julie Morice at Hamilton Hospital might be able to assist with short-term accommodation options (up to 3 months), please contact her at: Julie Morice, Executive Support Officer, Nursing Administration 03) 55518324 or email: Julie.morice@wdhs.net

Car Parking

- Car parking in on-site and free.

HERE IS WHERE YOU WILL FIND US:



6. FURTHER INFORMATION

Contact Numbers

Western District Health Service Hamilton Base Hospital	Email address	Telephone numbers
Chris McGennissen <ul style="list-style-type: none"> Nurse Education Coordinator 	Chris.mcgennissen@wdhs.net	555 18266 Pager 266
Leah Swainston <ul style="list-style-type: none"> Graduate Nurse Program Coordinator 	Leah.Swainston@wdhs.net	555 18544 Pager 544
Beverley Robinson <ul style="list-style-type: none"> Practice Development Nurse (PDN) Surgical Unit 	Beverley.robinson@wdhs.net	Pager 502
Portland District Health	Email address	Telephone numbers
Donna Eichler <ul style="list-style-type: none"> Learning and training Coordinator 	deichler.pdh@swarh.vic.gov.au	552 10615
Donna farr <ul style="list-style-type: none"> Clinical Educator 	dfarr.pdh@swarh.vic.gov.au	552 10615
Lauren Newman <ul style="list-style-type: none"> Education Manager 	lnewman.pdh@swarh.vic.gov.au	552 10616
Moyne Health Service Port Fairy Hospital	Email address	Telephone numbers
Jo Keane <ul style="list-style-type: none"> Nurse Educator (Part-time) 	J.Keane@moynehealth.vic.gov.au	556 80150
Fran Kinnersly <ul style="list-style-type: none"> Director of Nursing 	F.kinnersly@moynehealth.vic.gov.au	556 80100