

# DR E Van Der Walt Incorporated

Reg No: 2002/010158/21

Private Practice No: 0107980

Medicross Roodepoort  
Clinical Research Practice  
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ADMINISTERED BY



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## Vacancy

### Role profile

Role title	Enrolled nurse
Division	Roodepoort Clinical Trials MAP
Location	Medicross Roodepoort
Reporting structure	Practice Manager
Closing date	22 February 2024

### Role summary

The Enrolled Nurse will be responsible for assisting with improved quality nursing care by ensuring compliance to professional and ethical practice, Nursing act, 2005 (Act no 33 of 2005), all Healthcare legislation, Basic conditions of employment, policies and procedure and Core standards. The Enrolled Nurse will also be responsible for assisting with monitoring and ensuring that nursing care and service delivery is implemented and practices withing a multi-disciplinary quality assurance team.

The Enrolled Nurse will have KRA of Research co – Ordinator functions which include but not limited to administrative duties, taking blood samples of patients and sourcing new patients

### Key work output and accountabilities

- Assist with safe quality nursing care: permanent and temporary nursing staff.
- Assist with equipment need analysis for budget / Capital expenditure purposes including new medical equipment, preventative services and repair and maintenance within legal specifications.
- Ensure correct billing and assist with stock management, month end, stock take and purchasing according to the standard product list and minimum and maximum stock levels.
- Assist with data capturing of Trials Patients
- Assist with the investigating of all negative clinical incidents.
- Assist with monitoring safety standards in accordance with the Machine and Occupational Safety Act (Act 6 of 1983).

- Report all accidents and incidents to Line Manager / Safety Representatives.
- Assist with compliance with protocols, policies and Acts.
- Report all equipment not in working order.
- Assist with the control of the asset register.
- Assist with Medical Healthcare waste management and compliance to legal requirements.
- Participate and represent the unit at Occupational Health and Safety and Infection and Prevention meetings.
- Assist with ensuring unit is providing safe, cost-effective quality patient care in line with Clinical Governance strategy and evidence-based practice.
- Assist with evaluating the patient's journey through patient experience and stakeholder input.
- Assist with the evaluation of nursing quality indicators and clinical outcomes.
- Ensure effective communication with patients regarding their care.
- Promote patient health and wellbeing.
- Ensure the principles of infection prevention and all standard precautions are adhered to.
- Ensure clean hygienic environment.
- Promote good public relations with patients, relatives, visitors and sales representatives.
- Identify quality improvement opportunities and assist with ensuring an appropriate strategy and Quality Improvement initiatives are developed and measured.
- Assist with implementing of group quality initiatives.
- Assist in originating action to improve existing work processes and conditions for improved quality of outputs.
- Produce work of high-quality standards by accurately performing processes and tasks.
- Assist in identifying and understand problems and opportunities in order to implement appropriate action and/or to resolve problems effectively.

## Skills profile

### Education

- Grade 12 / Matric or equivalent NQF level 4 qualification
- Registration with the South African Nursing Council as an Enrolled Nurse or relevant NQF level 4 Qualification.

### Work experience

- Relevant experience in the nursing discipline would be an advantage.
- Experience in the healthcare industry would be advantageous.

### Knowledge

- Good verbal and interpersonal communication skills.
- Ability to work well under pressure and to maintain effectiveness during changing conditions.
- Ability to work effectively and co-operatively with others by establishing and maintaining good working

relationships.

- Excellent planning, organizing and control / follow-up skills are essential.
- Must be customer care oriented.
- Must be able to use initiative.

## Application process

Interested candidates who meet the above criteria are requested to e-mail a detailed CV to [modiegi.mogudi@netcare.co.za](mailto:modiegi.mogudi@netcare.co.za)

### Please note:

- Please note that reference checks for internal applicants will be conducted with the applicant's current and past Netcare direct line managers and the relevant Netcare HR Managers. Therefore, employees are encouraged to discuss internal job applications with their direct line manager to ensure that the line manager is aware of the application.
- The terms and conditions of employment relating to the function you have applied for will be based on those in the Division within which you will be employed.
- If a candidate has any disability that may impair the individual's ability to perform the job function, the candidate must kindly inform the employer so that an assessment for reasonable accommodation can be made.
- By applying for this position and providing us with your CV and other personal information, you are consenting to the information being processed for possible recruitment and selection purposes only or for such purposes relating to assessing the establishment of an employment relationship with yourself, and this will be done in accordance with the applicable data protection and privacy legislation. We confirm that such information will not be used for any other purpose without obtaining your prior consent.
- If your application is not successful, we will retain your CV and other information provided on our electronic system for 12 months. If you object to your information being used in accordance with the aforementioned clauses, please indicate your objection, and we will immediately securely destroy your personal information.
- Kindly note that only shortlisted candidates will be contacted. Applicants who have not been contacted within 30 days of the closing date of this advert, should consider their application as unsuccessful.

