

UNIVERSITY OF OTAGO, WELLINGTON
ŌTĀKOU WHAKAIHU WAKA, PŌNEKE

JOB DESCRIPTION

ROLE TITLE:	Clinical Research Nurse
DEPARTMENT:	Department of Surgery and Critical Care
SCHOOL / DIVISION:	University of Otago, Wellington
REPORTS TO:	Dr Claire Henry
DIRECT REPORTS (FTE):	Nil
INDIRECT REPORTS (FTE):	Nil

1. PRIMARY PURPOSE OF THE ROLE:

To coordinate and conduct patient recruitment, informed consent, data collection, and tissue collection for research studies in the Department of Surgery and Clinical Care. This role is crucial for gathering high-quality data and tissue from participants across multiple studies within the department. Areas of research include cancer, orthopaedics, and vascular surgery.

2. ACCOUNTABILITIES:

Patient Recruitment and Consent:

- Identify eligible patients undergoing surgery or biopsy for multiple research projects at Wellington and Kenepuru Hospitals.
- Engage with patients and their whānau to clearly explain the study, provide the Participant Information Sheet, answer questions, and obtain informed consent.

Tissue Collection:

- Liaise with clinical teams (surgeons, oncologists, pathologists, radiologists, nursing staff) to collect tissue samples at the time of surgery or biopsy.
- Perform venepuncture for blood samples
- Process tissue for storage in a laboratory environment

Data Collection and Management:

- Collect comprehensive patient data through direct patient contact, discussion with clinicians, and review of clinical records.
- Gather data on patient demographics (age, gender, ethnicity, residence).
- Collate results from blood tests (e.g., CBC, U&E, LFT, albumin).
- Record data on co-morbidities, medications, and treatment
- Ensure accurate and timely entry of all collected data onto the studies' research software (e.g., RedCap).
- Maintain accurate and confidential patient records in accordance with ethical and legal standards.

Patient Follow-up:

- Collect primary and secondary outcome measures, including mortality, complications, and treatment completion.

Team Coordination:

- Work collaboratively with the clinical staff to ensure seamless integration of research activities.
- Work collaboratively with university research staff who will assist with collections.

3. KEY RELATIONSHIPS:

Internal:

- Research and administrative staff at the University of Otago, Wellington
- Principle Investigators of studies

External:

- Patients and their whānau
- Clinical and administrative staff at Wellington Regional Hospital and Kenepuru Hospital

4. QUALIFICATIONS & EXPERIENCE:

Essential:

- Registered or Enrolled Nurse
- Demonstrated experience in a hospital or clinical setting, preferably in surgical nursing
- Excellent communication and interpersonal skills
- Strong organisational and time-management skills
- Ability to work both autonomously and collaboratively within a team
- Proficiency with clinical software and data entry

Preferred:

- Experience in clinical research, including ethics, patient consent, and data collection
- Experience in Kaupapa Māori Health

5. EXPECTED OUTCOMES:

- Work in compliance with the regulations of professional registration authorities, relevant health sector legislation, and ethical standards.
- Adhere to and project a professional image in alignment with nursing and University standards.
- Provide clear, compassionate, and culturally safe explanations and instructions to patients, ensuring their understanding of procedures and care plans.
- Maintain the highest standards of patient privacy and confidentiality at all times.
- Actively participate in relevant clinical meetings, courses, and programmes to maintain and enhance professional knowledge and skills.
- Understand and uphold the principles of the Treaty of Waitangi/Te Tiriti o Waitangi, recognising its relevance to the health of Māori in Aotearoa/New Zealand.
- Demonstrate awareness of differing health and socio-economic needs of Māori and non-Māori, applying the principles of equity and cultural safety in practice.
- Support an environment of collaboration and respect, contributing positively to the clinical and research team.

6. SPECIAL REQUIREMENTS:

- Nursing annual practising certificate
- Willingness to travel and work across both Wellington Regional Hospital and Kenepuru Hospital.
- Flexibility to work outside of core hours as required to meet patient recruitment and research needs if required.

7. DIRECT BUDGET ACCOUNTABILITY:

Nil

8. MĀORI STRATEGIC FRAMEWORK:

Act in a manner consistent with the principles and implications, as well as the University's commitment to the Treaty as articulated in the Māori Strategic Framework.

9. PACIFIC STRATEGIC FRAMEWORK:

Act in a manner consistent with the strategies and goals contained in the University's Pacific Strategic Framework, role-modelling and promoting Pacific values, equity and diversity principles and cultural safety practices.

10. HEALTH & SAFETY:

Act and work in a manner compliant with current health and safety at work legislation and University procedures, frameworks and guidelines. Role model safe behaviour and practices, share the responsibility to prevent harm and contribute to a safe campus and work environment, including raising workplace health and safety concerns for self, students, visitors and other staff.

11. SUSTAINABILITY:

Act in a manner consistent with the University's sustainability commitments; role-modelling sustainable practices, with a particular emphasis on minimising the environmental impact of day-to-day activities.