

## MENTAL HEALTH SERVICE BUSINESS RULE SESLHDBR/069

<b>Name</b>	Domains and Functions for Clinical Nurse Consultant Practice		
<b>What it is</b>	It is a business rule to inform MHS Staff (inclusive of the Nursing Leadership teams, Medical and Allied Health Staff) of the application of CNC practice across the Mental Health Service (MHS). This business rule supports the application of the domains for CNC practice (APPENDIX A) by outlining the MHS performance goals, and the reporting requirements, of each grade of the CNC role <a href="#">IB2024 009 List of Domains and Functions for Clinical Nurses and Midwives</a> .		
<b>Risk Rating</b>	Low	<b>Review Date</b>	September 2030
<b>Who it applies to</b>	This business rule applies to all Nurse Managers, Nursing Unit Managers, Service Managers, Clinical Managers/Team Leaders and CNCs in the SESLHD MHS.		
<b>When to use it</b>	This document is to be used: <ul style="list-style-type: none"> <li>• When creating, grading or regrading CNC positions in the MHS</li> <li>• During orientation of new staff to their role of CNC in the MHS</li> <li>• To guide the application of the CNC domains in everyday practice</li> <li>• During annual performance reviews of CNCs in the MHS</li> <li>• When determining the CNC role in operational and strategic planning processes in the MHS relevant to the <a href="#">Nursing and Midwifery: Our Strategy for Transforming Person-Centred Cultures 2024-2029</a>.</li> </ul>		
<b>Why the rule is necessary</b>	This business rule is necessary to provide: <ul style="list-style-type: none"> <li>• Clarification regarding the expectations of the SESLHD MHS in relation to the CNC role/position and grading in line with the <a href="#">Public Health System Nurses and Midwives (State) Award 2023</a>.</li> <li>• A framework for reporting requirements and performance review of CNC activities</li> <li>• A performance review guide to articulate advanced practice expectations for registered nurses aspiring to apply for a CNC role</li> <li>• SESLHD MHS with a guide to the structures required to support CNCs to meet the Award and the MHS role expectations of their grade in their area of speciality.</li> </ul>		
<b>Definitions</b>	<ul style="list-style-type: none"> <li>• <b>Clinical Nurse Consultant/ Clinical Midwife Consultant Grade 1</b> <ul style="list-style-type: none"> <li>- having at least five years full time equivalent post registration experience and in addition who has approved post registration nursing/midwifery qualifications relevant to the field in which he/she is appointed, or such other qualifications</li> </ul> </li> </ul>		

	<p>or experience deemed appropriate by the public hospital or public health organisation.</p> <ul style="list-style-type: none"> <li>• <b>Clinical Nurse Consultant/ Clinical Midwife Consultant Grade 2</b> <ul style="list-style-type: none"> <li>- Having at least five years full time equivalent post registration experience, with at least three years full time equivalent experience in the specialty field. In addition, must have approved postgraduate nursing/midwifery qualifications relevant to the field in which he/she is appointed, or such other qualifications or experience deemed appropriate by the public hospital or public health organisation. An employer may also require a higher qualification in the specialist nursing field where such a qualification is considered essential for the performance of the individual position.</li> </ul> </li> <li>• <b>Clinical Nurse Consultant/ Clinical Midwife Consultant Grade 3</b> <ul style="list-style-type: none"> <li>- Having at least seven years full time equivalent post registration experience, with at least five years full time equivalent experience in the specialty field. In addition, the employee must have approved postgraduate nursing/midwifery qualifications relevant to the field in which he/she is appointed or such other qualifications or experience deemed appropriate by the public hospital or public health organisation. An employer may also require a higher qualification in the specialist nursing field where such a qualification is considered essential for the performance of the individual position.</li> </ul> </li> </ul> <p><b>Domains</b> There are five domains of practice attached to the Clinical Nurse Consultant (CNC) role as outlined in <a href="#">IB2024 009 List of Domains and Functions for Clinical Nurses and Midwives</a>. The domains are:</p> <ul style="list-style-type: none"> <li>• Clinical Service and Consultancy</li> <li>• Clinical Leadership</li> <li>• Research</li> <li>• Education</li> <li>• Clinical Services Planning and Management.</li> </ul> <p><b>Functions</b> Each domain has a set of functions allocated according to the CNC grade. CNCs in higher grades are also expected to be able to perform the functions of the lower grade positions. In APPENDIX A, SESLHD MHS has outlined performance goals related to the five domains. This information assists with determining the grading of applications for newly created positions, in annual planning requirements for the CNC and the local sites/SESLHD MHS, and</p>
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	<p>as a prompt for review of expectations related to the position in regular reporting and annual performance reviews.</p> <p><b>Performance Framework</b></p> <p>CNCs are senior members of nursing staff and work autonomously, and as part of a team. All CNCs are to undertake annual performance reviews in accordance with the NSW Health <a href="#">PD2023_043 Leading Performance, Development and Talent Management</a> and <a href="#">SESLHDPR/415 Performance and Talent</a>.</p> <p>CNCs should meet with their managers regularly to plan activities which are in strategic alignment with SESLHD MHS priorities for service provision and service development, and which advance the practice of the nursing speciality.</p> <p>The CNC should keep a portfolio of evidence demonstrating how they meet the CNC domains and functions and provide a regular update to their line manager, detailing activity that addresses the agreed performance goals and domains (see APPENDIX B “SESLHD Mental Health Service Clinical Nurse Consultant Report” template). If their line manager is <b>not</b> a nurse there is provision under the nursing organisation structure for a nursing position more senior than the CNC role to join the line manager as part of the review.</p> <p>The time interval of the regular update schedule is to be negotiated between the CNC and their line manager and should not be less than quarterly.</p> <p>The CNCs portfolio will assist the CNC and the CNC’s line manager to agree on performance and individual development goals, including support the line manager can provide the CNC, as part of the annual PAT review.</p> <p>It is also expected that CNCs will have active membership of professional bodies and, in consultation with management, facilitate their own ongoing professional development.</p>
<p><b>What to do</b></p>	<p>Nurse Managers, Nursing Unit Managers, Service Managers and Clinical Managers / Team Leaders are to:</p> <ul style="list-style-type: none"> <li>• Refer to this document to identify key SESLHD MHS requirements of the position prior to employment of a CNC to utilise this document to inform position descriptions and grading requirements when developing new CNC positions, in consultation with the SESLHD MHS Director of Nursing and senior nurses among the CNC group.</li> <li>• For the purpose of regular reporting and annual performance review of a CNC employed by the MHS</li> <li>• Ensure current and new CNCs have a copy of this document to inform orientation and annual performance review expectations</li> </ul>

	<ul style="list-style-type: none"> <li>Seek advice from the CNC group on matters pertaining to clinical practice and operationally meeting the domain requirements of CNC roles, in order to meet the advanced practice requirements.</li> </ul>
<b>Who is responsible</b>	Responsible staff include SESLHD MHS Nurse Managers, Nursing Unit Managers, Service Managers, Clinical Managers/Team Leaders and CNCs.
<b>Ministry of Health / SESLHD reference</b>	<p><b>NSW Health</b></p> <ul style="list-style-type: none"> <li><a href="#">IB2024_009 List of Domains and Functions for Clinical Nurses and Midwives</a></li> <li><a href="#">Public Health System Nurses and Midwives (State) Award 2023</a></li> <li><a href="#">PD2023_043 – Leading Performance, Development and Talent Management</a></li> </ul> <p><b>SESLHD</b></p> <ul style="list-style-type: none"> <li><a href="#">SESLHDPR/415 Performance and Talent</a></li> <li><a href="#">Nursing and Midwifery: Our Strategy for Transforming Person-Centred Cultures 2024-2029</a></li> </ul>
<b>Functional Group</b>	Mental Health
<b>Executive Sponsor</b>	General Manager, Mental Health Service
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## Revision and Approval History

Date	Revision Number	Author and Approval
July 2015	Draft	Draft prepared by Chez Davenport, SESLHD MHS CNC 3 Youth Mental Health, in collaboration with Kim Reid, TSH MHS Inpatient Unit CNC 3, and Susan Glassick, Perinatal MH CNC.
July-Aug 2015	Draft	Draft forwarded to SESLHD MHS COMs/CNCs. Feedback incorporated.
Nov 2015	0	Endorsed by SESLHD MHS Clinical Council.
May 2019	1.1	Minor Review - Incorporates feedback from B Chidester and K Reid Reviewed for gender diversity Links checked and updated Author updated to B Chidester
May 2019	1.2	Circulated to DDCC for review and feedback. Incorporates feedback from K Butler, J Pitchford, K Reid, N DiMichiel, S Carey
June 2019	1.3	Endorsed by the SESLHD MHS DDCC Endorsed by the SESLHD MHS Clinical Council
July 2019	1.3	Processed by Executive Services prior to publishing.
August 2022	v2.0	Routine review – minor changes only. Endorsed Executive Sponsor for publication.

17 September 2025	v3.0	Routine review commenced. Major review. Document renamed, risk rating reduced from Medium to Low. Endorsed out-of-session by DDCC. Endorsed out-of-session by Clinical Council. Endorsed for publication by Executive Sponsor.
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## **APPENDIX A:**

# **SESLHD MENTAL HEALTH SERVICE FRAMEWORK FOR CLINICAL NURSE CONSULTANT PRACTICE**

## **Domain 1: Clinical Service and Consultancy**

<b>CNC Grade</b>	<b>List of Domains and Functions for Clinical Nurses and Midwives</b>
Grade 1	<p>Provides an expert person-centred consultancy practice participating in direct patient care provision.</p> <p>Provides education on complex clinical issues to clients and carers.</p> <p>Participates/collaborates in the design and conduct of quality improvement initiatives.</p> <p>Identifies and adopts innovative clinical practice models, e.g. implementation and evaluation of new treatments, technologies, and therapeutic techniques relating to CNC/CMC specialty.</p>
Grade 2	<p>Provides a complex client-centred consultancy practice within a mixed clinical environment and/or across a series of services (e.g. cross specialty).</p> <p>Undertakes primary responsibility to formalise ongoing clinical supervision processes for Registered Nurses (RN), Enrolled Nurses (EN) and Assistants in Nursing (AIN). For a CMC this will include Registered Midwives (RM) and Assistants in Midwives (AIM).</p>
Grade 3	<p>Provides a more complex and expansive clinical consultancy service within a mixed clinical environment and/or across multiple service groups (e.g. hospital, community, home, private sector) and/or patient populations (e.g. neonatal, paediatric, adult, geriatric) and incorporating a range of modalities (e.g. health promotion/preventative health, disease management, treatment and care).</p> <p>Undertakes primary responsibility for formalised ongoing clinical supervision processes for CNC/CMC peers, e.g. peer review of clinical practice at CNC/CMC level.</p> <p>As an expert, conducts comprehensive review of clinical practice including, if required, for external organisations.</p>

## Domain 2: Clinical Leadership

CNC Grade	List of Domains and Functions for Clinical Nurses and Midwives
Grade 1	<p>Acts as a role model as an expert clinician in the clinical setting</p> <p>Contributes to the development and management of clinical processes, e.g. models of care, clinical pathways, policy, procedures and guidelines.</p> <p>Provides leadership in the ongoing review of clinical practice at facility or LHD/SN level as required.</p>
Grade 2	<p>Provides leadership in the ongoing review of clinical practice for a more complex service, i.e. a service provided at multiple sites or by multiple CNC/CMCs across an LHD/SN.</p> <p>Participates on state and on national working parties.</p> <p>Undertakes leadership roles, which promote broader advancement of clinical practice, e.g. the development of nursing/midwifery practice standards, membership of editorial boards and leadership of position papers.</p>
Grade 3	<p>Provides leadership in state, national and/or international nursing/midwifery and/or specialist clinical groups.</p> <p>Initiates collaborative activities with organisations and Education Providers, e.g., projects determining the current status and influencing future directions of nursing/midwifery practice.</p>

## Domain 3: Research

CNC Grade	List of Domains and Functions for Clinical Nurses and Midwives
Grade 1	<p>Initiates, conducts and disseminates the findings of locally based research in specialty.</p> <p>Participates as co-researcher in larger studies.</p> <p>Manages research projects requiring clinical contribution from others.</p>
Grade 2	<p>Adapts and applies related scientific research to a clinical specialty, i.e. research from other scientific disciplines to nursing/midwifery.</p> <p>Initiates original research projects.</p> <p>Disseminates own research results through specialist publications and presentations.</p>
Grade 3	<p>Acts as principal researcher in significant/large scale research studies (e.g. those attracting research funding/grants/multiple sites, making a large contribution to nursing science).</p>



## Domain 4: Education

CNC Grade	List of Domains and Functions for Clinical Nurses and Midwives
Grade 1	<p>Participates in formal and informal education sessions</p> <p>Identifies clinical education needs</p> <p>Collaborates with others in the development and delivery of education programs</p>
Grade 2	<p>Undertakes primary responsibility for the planning and implementation of specialist clinical education for the local health district/specialty network.</p> <p>Develops significant education resources for nurses and other clinicians</p> <p>Develops significant education resources for patients and their families, nurses, midwives and other health care professionals.</p> <p>Participates in the development and delivery of postgraduate programs</p>
Grade 3	<p>Provides significant contribution to the direction of clinical nursing/midwifery education within the specialty, e.g. involvement in the development of expansive programs (extra-regional, state or national education programs, advanced practice specialty programs, education involving large numbers of nurses/midwives within the specialty.</p>

## Domain 5: Clinical Service Planning and Management

CNC Grade	List of Domains and Functions for Clinical Nurses and Midwives
Grade 1	<p>Identifies future issues and new directions for the service</p> <p>Contributes to formal service and strategic planning processes within the organisation</p> <p>Plans, implements and evaluates annual plan for nurse/midwife consultancy service.</p>
Grade 2	<p>Provides ongoing comprehensive analysis of current practice and the impact of new directions on the clinical specialty service</p> <p>Initiates, develops, implements and evaluates strategic changes for the clinical specialty/service.</p>
Grade 3	<p>Undertakes primary responsibility for preparation, implementation and evaluation of annual plan for a clinical service, e.g. multi-disciplinary business plan.</p> <p>Manages complex projects relating to significant practice change for the organisation</p>

## **APPENDIX B:**

### **SESLHD Mental Health Service Clinical Nurse Consultant Report**

This pro forma is to be used for regular reporting requirements and discussed with your manager. Outline any activities you have undertaken for each domain each month, including date attended, and any completed or projected work.

**Name:**

**Workplace:**

**Date:**

<b>Domain</b>	<b>Activity</b>
<i>Clinical Service and Consultancy</i>	
<i>Clinical Leadership</i>	
<i>Research</i>	
<i>Education</i>	
<i>Clinical Services Planning and Management</i>	
<i>Other</i>	