



**VICTORIAN ABORIGINAL  
HEALTH SERVICE**  
*Caring for the Community*

## Registered Nurse

- For this position, preference may be given to persons of **Aboriginal and / or Torres Strait Islander descent** (as permitted under The Victorian Equal Opportunity Act 2010 s12: “A person may take a special measure for the purpose of promoting or realizing substantive equality for members of a group with a particular attribute”).
- A supportive workplace that will help you to develop your skills further
- Not for profit Salary Packaging available
- Full time, part time or casual employment available
- Based at Fitzroy

### About the Organisation

The Victorian Aboriginal Health Service (VAHS) was established in 1973 to address the specific medical needs of Victorian Aboriginal communities. 2023 marked a landmark year as VAHS proudly celebrated its 50-year of providing a comprehensive range of medical, dental, allied health and social services for our community.

As well as providing a variety of medical services, VAHS is committed to supporting the well-being of the community through contributions to community events and activities. VAHS is also committed to assisting research into the ongoing needs of the community.

VAHS is a child safe organisation, committed to child safety and wellbeing, and recruits' staff in accordance with the Child Safe Standards Victoria.

### About the Opportunity

The Registered Nurse will support Medical Practitioners and Aboriginal Health Workers to ensure our patients receive high quality and culturally safe care. You will play a key role in establishing and building strong relationships with our patients to ensure the best possible outcomes occur.

### Key responsibilities

The role involves overseeing the day-to-day operations of the clinical areas by providing advice, support, and working collaboratively with the clinical teams. It is essential to maintain awareness of current and new legislation to ensure VAHS complies with all statutory and regulatory obligations. Maximizing Medicare billings and claims is a key responsibility, achieved through effective and timely clinic patient record processes. Additionally, the role requires maintaining accurate and timely documentation of patient assessments, care plans, and interventions in line with regulatory standards and organizational policies. The provision of childhood and adult immunizations is also part of the responsibilities, alongside managing cold chain and infection control procedures. Ensuring the calibration and maintenance of clinic emergency equipment and medical supplies is crucial, as is adhering to the VAHS Accreditation Standards and Clinical Guidelines.

### Prerequisites

- Qualified Registered Nurse Division 1 with current registration with AHPRA.
- Current CPR and First Aid Certificate.
- Current ALS Certificate or willingness to obtain one.
- Current Nurse Immunizer Certification or willingness to obtain.

### **How to Apply**

Please send your application, which must include a cover letter and curriculum vitae, via [employment@vahs.org.au](mailto:employment@vahs.org.au) before Sunday 9pm, 23 March 2025.