



Orientation Manual For Undergraduate Nursing
And Midwifery Students Degree and Diploma Program
2012

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Introduction

Mater Health Services is a not-for-profit provider of health services which operates seven hospitals, a medical research institute, pathology and pharmacy businesses in South East Queensland. Established in 1906 by the Sisters of Mercy, Mater Health Services has grown to become a Queensland icon which provides care for more than 500 000 patients each year.

Through collocation of private and public facilities for insured and non-insured patients, Mater is able to provide comprehensive care to meet the needs of the community. An entirely privately owned and operated charitable company, Mater remains committed to its mission to meet community need and reinvests any revenue from the business back into the provision of health services for the community.

With more than 7500 staff and volunteers, a commitment to clinical care, research and education, Mater is able to offer a comprehensive range of services to meet the needs of our community. We do this in the spirit of Mercy.



Mater Hospitals, Over 100 Years of Exceptional Care

On 4 January 1906, the Sisters of Mercy opened a 20-bed private hospital in a former residential home in Brisbane's North Quay.

This was the first Mater Private Hospital and the start of a tradition of care and compassion for the sick and the needy that would eventually lead to the establishment of seven hospitals for the Brisbane community, under the guidance of the Sisters of Mercy.

The story of Mater's development from small private hospital, to a world-class group of seven hospitals and a research institute, is an exceptional one. It's a story of hardship, adversity, triumphs and compassion, characterised at all times by a commitment to care.

It's not just Mater's story. During its first 100 years, Mater has been part of the story of almost every person who has lived in Brisbane and countless more from all over Queensland and Northern NSW.



Mater Misericordiae Health Services Brisbane Limited

Our Mission

"In the spirit of the Sisters of Mercy, the Mater Hospital offers compassionate service to the sick and needy, promote an holistic approach to health care in response to changing community needs and foster high standards in health related education and research. Following the example of Christ the Healer, we commit ourselves to offering these services to all without discrimination."

Our Vision

In the Mercy tradition, the Mater will be renowned as a leader in the delivery of exceptional health care and experienced by all as a community of compassion.

Our Values

	<p>Care: <i>The spirit of compassion</i></p> <p><i>We show that we care for one another by being sensitive to each others' needs and showing kindness.</i></p>
	<p>Mercy: <i>The spirit of responding to one another</i></p> <p><i>By being merciful we can bring forgiveness, joy, peace, kindness, compassion and hope to all in our care.</i></p>
	<p>Dignity: <i>The spirit of humanity, respecting the worth of each person</i></p> <p><i>Each person we encounter in our working day deserves our respect; patients, visitors, co-workers</i></p>
	<p>Quality: <i>The spirit of professionalism</i></p> <p><i>We strive to be leaders in our fields, and combine that skill with humanity and warmth. All Mater staff is expected to consistently demonstrate the Mater values in all dealings with others.</i></p>
	<p>Commitment: <i>The spirit of integrity</i></p> <p><i>Being committed to those who entrust themselves to us is a responsibility we take seriously.</i></p>

For Students

As a health professional student undertaking clinical placement within MHS, you are now part of a tradition in clinical training that extends back to the establishment of a formal training school for nursing students in 1914.

Having met the pre-commencement eligibility requirements to become one of the newest members of the MHS health care team, you will now be required to attend a formal orientation to the organisation prior to your commencement within the clinical area. This will ensure you find out more about the Mater, including our History, our Mission, our Values and the key role you play in the ongoing commitment of our organisations commitment to clinical teaching and learning.

Throughout your clinical learning journey, you will be supported by appropriately credentialed staff members of the MHS team who will assess and consolidate your existing clinical knowledge and continue to develop new and essential clinical skills for your transition into paid employment as a registered nurse and/or midwife.

For Clinical Placement Enquires

For all clinical placement enquiries, please contact:

Caron White

Education Coordinator- Clinical Placements

Mater Health Services

Corporate Services Building Level 4 || Raymond Tce || South Brisbane|| QLD 4101

t: (07) 3163 1758

e: caron.white@mater.org.au

www.matereducation.com.au

Our Hospitals

Brisbane's leading public and private campus, Mater Health Services, enjoys a unique position in Queensland.

Mater provides care for some 600,000 patients each year through a unique combination of three public and four private hospitals.

Mater offers a broad range of medical, surgical, outpatient, emergency and community health services across the spectrum of clinical specialties, and is constantly upgrading the services offered to the community.



Mater Adult Hospital

Mater Adult Hospital was established to provide for the health care needs of the Brisbane community in 1911 and is jointly funded by Queensland Health grants and revenue generated by Mater Private Hospitals.

The original hospital was replaced in 1982 by a new 126 bed facility that provides a wide range of surgical, medical and cancer services.

Mater Adult Hospital features:

- a 24 hour emergency department
- intensive and coronary care
- day surgery
- day oncology
- inpatient medical, cancer and surgical units



All services are provided as a continuum of care through inpatient services, outpatient clinics, and community outreach services. As a lead hospital in the National Demonstration Hospitals Program, Mater Adult Hospital has a reputation for initiating innovative programs to improve patient care management.

Use the following link to access the Mater Adult Hospital Student Guide:

www.matereducation.com.au/mah_clin_placement_info_1011.pdf

Mater Children's Hospital

The new Mater Children's Hospital became fully operational on 29 May 2001, celebrating over 70 years of care by the Sisters of Mercy in providing specialist paediatric healthcare services to Queensland children through Mater Children's Hospitals.

Mater Children's Hospital is a major tertiary referral centre providing an intensive care unit, theatres, inpatient and outpatient services and a 24 hour emergency department. Each year, more than 15 000 children are cared for as inpatients by Mater Children's Hospitals. More than 120 000 children are seen in the outpatient departments and more than 32 000 children receive care in the emergency department, which is the busiest paediatric emergency department in Queensland. You can also access the Queensland Paediatric Cardiac Service through the hospital.

Use the following link to access the Mater Children's Hospital/ Mater Children's Private Hospital Student Guide:

www.matereducation.com.au/mch_clin_placement_info_1011.pdf



Mater Children's Private Hospital

Mater Children's Private Hospital provides the highest quality care for children of all ages. Staff and doctors at Mater Children's Private Hospital see more than 3000 patients each year.

These patients range from children with cancer, asthma, diabetes and tonsillitis, through to children suffering from sporting injuries and bouts of chicken pox. The hospital operates one of Brisbane's busiest dedicated Emergency Departments.

Boasting some of Queensland's leading surgeons and nursing staff, Mater Children's Private Hospital has earned a reputation for providing the best of hospital care for the next generation. The Hospital offers 31 inpatient beds in 22 private rooms and a six-bed high observation area for acute care patients. Mater Children's Private Hospital also includes 15 day surgery beds

Parents enjoy the convenience of washing, cooking and lounge facilities provided to create a more comfortable visit. Single parent beds are also included in each patient's room and all rooms offer ensembles and external views. Siblings are welcome to enjoy the many indoor and outdoor play areas, making Mater Children's Private Hospital a very family-friendly hospital. You can also access the Queensland Paediatric Cardiac Service through the hospital.

Mater Mothers' Hospital

Opened in 2008, Mater Mothers' Hospital is a fresh, modern facility which offers pregnant women, their families and visitors a unique maternity experience.

The new Mater Mothers' Hospital is the premier maternity facility in the southern hemisphere with 88 maternity beds and 16 birthing rooms for non-insured patients which provides integrated tertiary services for women and babies including obstetrics, gynaecology, neonatology, maternal fetal medicine, obstetric medicine, perinatal outreach education, and midwifery group practice.

The hospital was designed with safety and the latest clinical technology in mind. It was built in close proximity to Mater Adult Hospital Critical Care Unit and boasts integrated technology to provide efficient monitoring for high risk pregnancies.

The Neonatal Critical Care Unit provides 79 cot spaces including intensive care, high dependency and special care cots, making it one of the biggest neonatal critical care units in Australia.

Women at Mater Mothers' Hospital have access to twin rooms with ensuites, access to external views, natural light and personal baby bathing facilities.



Mater Mothers' Private Hospital

Mater Mothers' Private Hospital is the largest private maternity and new born facility in Queensland offering three dedicated accommodation floors for expectant mothers and their babies.

Moving to its current location in 2008, Mater Mothers' Private Hospital provides contemporary, leading-edge care that delivers real health care benefits to women, in a family friendly environment.

Mater Mother's Private Hospital comprises single rooms with ensuites, access to external views, natural light and personal baby bathing facilities.



Use the following link to access the Mater Mothers Hospital Student Guide:

www.matereducation.com.au/mmh_clin_placement_info_1011.pdf

Mater Private Hospital Brisbane

The largest of Mater Health Services' private facilities, Mater Private Hospital is a flagship for the level of care and facilities our organisation strives to provide.

Mater Private Hospital is a tertiary, acute facility built on a foundation of clinical excellence and a commitment to safe, compassionate care, that is:

- quality focussed
- technologically advanced
- customised to patients' needs and lifestyle.

Mater Private Hospital is an outstanding health care provider with a total of 323 patient beds, 10 operating theatres, a 24-hour private emergency service, preadmission clinic and comprehensive ICU facilities



Use the following link to access the Mater Private Hospital Student Guide:

www.matereducation.com.au/mph_clin_placement_info_1011.pdf

Mater Private Hospital - Redland

Mater Private Hospital Redland was established in September 2000 as an extension of the mission of the Sisters of Mercy to provide the highest quality health care services for the people of the Bay side region.

Mater Private Hospital Redland features a three level main hospital building incorporating patient wards, operating theatres, day procedure unit, chapel, kitchens, reception area and utility rooms.

Building on Mater's reputation for clinical excellence, Mater Private Hospital Redland provides a range of specialised surgical and medical services to support the needs of the Redland community. With visiting specialists and highly trained nursing staff dedicated to exceptional care, the hospital is capable of providing clinical outcomes among the best in the world across a variety of specialty areas.

Focusing on women's health, ophthalmology, orthopaedics, urology and rehabilitation, Mater Private Hospital Redland aims to provide community access to world class facilities.

Mater Private Hospital Redland also features its own premier maternity facility specialising in the care of low to medium risk birthing mothers and their babies—Mater Mothers' Private Redland. Mater Mothers' Private Redland provides women comfortable self-contained birth suites, single rooms with ensuite, a booking-in clinic, antenatal education, lactation consultants and postnatal reunions.



Education at Mater

Mater Education Centre

Mater Education Centre was established in February 1998 to meet the ongoing education, training and professional development needs of all Mater Health Services staff. The centre now provides a centralised point of focus and coordination for organisational learning and clinical education.



Figure 1 (sample of intranet page)

Links to Mater Intranet Home Page, select

- Department (left column)
- Mater Education Centre

Key tools to assist with learning and development are available on this page: they include

- Continuing Professional Development
- Competency outlines
- Clinical Teaching Awards (annual opportunity to nominate preceptor of the year)
- Diploma of Nursing information and link
- Contact names and numbers
- Download store

University Affiliation

Mater teaches students of the Graduate Medical School of the University of Queensland across the four years of the Graduate Medical Course, as well as supplying elective placement positions for medical students of other institutions. There are also joint appointments and university linkages to ACU, QUT, UQ and Griffith University in nursing, midwifery, allied health, pharmacy and biochemistry.

Workplace Health & Safety

All staff members have an obligation under the Workplace Health and Safety Act 1995 to facilitate and uphold health and safety within the Mater Health Services.

Employers are responsible for:

- providing and maintaining a safe and healthy work environment;
- providing and maintaining safe plant;
- ensuring the safe use, handling, storage and transport of substances;
- ensuring safe systems of work;
- providing information, instruction, training and supervision to ensure health and safety.

These are the obligations of employers:

- safe work environment, ie buildings, access
- safe systems of work, ie guidelines such as policies
- safe plant and equipment, ie preventative maintenance for equipment
- information and access to training

Employees and other persons at the workplace are responsible to:

A worker or anyone else at a workplace has the following obligations at a workplace—

- to comply with the instructions given for workplace health and safety at the workplace by the employer at the workplace and any principal contractor for construction work at the workplace;
- or a worker—to use personal protective equipment if the equipment is provided by the worker's employer and the worker is properly instructed in its use;
- not to wilfully or recklessly interfere with or misuse anything provided for workplace health and safety at the workplace;
- not to wilfully place at risk the workplace health and safety of any person at the workplace;
- not to wilfully injure himself or herself. (Qld Workplace Health and safety Act Section)

Mater Health Services Requirements.

- Report hazards, wear closed in foot wear
- work safely at all times within the work environment
- co-operate and follow reasonable instructions
- wear, use and care for protective equipment where provided
- not wilfully endanger the safety of yourself or others
- identify and report hazards in the workplace

Under the W.H. & S. Act and Regulations it is necessary in certain circumstances to use protective clothing, hand protection, eye protection, and footwear which completely covers the feet and protects the feet from injury.

Refer to policy/procedure manuals for guidance. The registered nurse responsible for the patient's you are caring for will be able to give advice.

For further details refer to the W.H. & S. Code of Practice: Selection, Provision and Use of Personal Protective Equipment.
(The Act relates to university students and facilitators.)

Manual Handling of Patients

The Mater Hospitals are committed to preventing injury from manual handling tasks through the application of the No Lift Policy and hazard identification and risk reduction strategies.

Prior to all manual handling of people episodes the staff member must assess the patient at the bedside. If a patient is unable to assist with the transfer or lift then manual-handling equipment must be used. The exception would be emergency situations such as a cardiac or respiratory arrest etc and it may be necessary for staff as a team to lift the patient's weight.

Standard Precautions

Please complete the following online handwashing audit prior to commencing on the ward, go to www.hha.org.au/.

Standard Precautions require that the blood and body substances of all patients be considered as potential sources of infection, independent of diagnosis or perceived risk. The most important precaution is effective handwashing, however, gloves must be worn for any direct or indirect contact with body fluids of any type. Gowns, aprons, masks and protective eyewear must be worn whenever splattering or splashing of body fluids is anticipated. Please refer to the Yellow Infection Control Manual in each department for further information. Adherence to the principles of Standard Precautions is everyone's responsibility and minimises risk to both patient and staff.

Research at Mater

Mater Medical Research Institute (MMRI)

Mater Medical Research Institute was established in 1998 with a primary focus in cancer research, in addition to research in clinical areas. The Institute is concentrating on fundamental scientific research into cancer with a focus on cancer biotherapy. It is applying the advances in the cell biology revolution to therapeutic procedures designed to maximise the body's natural defence against cancer.

This world-class research is already contributing to significant advances in patient care. As an affiliate of the University of Queensland, the Institute has created an environment which will stimulate interaction between research, teaching and health practices. It provides an academic, scientific and business forum for the development of our research staff and their projects.



Nursing Research Centre

The Nursing Research Centre, established in 1992, is a resource for nursing clinicians, educators and administrators. The centre provides consultation and investigative services related to patient care and nursing management. The centre's staff collaborates with Mater clinical staff and university academics to conduct the research. Mentorship is also available to staff to develop their proposals and the conduct of their studies. Activities of the centre are directed toward the goal of excellence in nursing practice at Mater.

General Information

Policy and Procedure

All students undertaking clinical placement activities within MHS are governed by **ALL** MHS policy and procedures (available via Mater Intranet Docucube) and the MHS Code of Conduct.

In addition, all students will be expected to comply with their own tertiary education provider's Student Rules (and/or associated Code of Conduct).

The following policies are available online via Docucube and have important relevance for all students undertaking clinical placement within MHS. Please ensure you read the following policies upon commencement of your clinical placement:

- Policy No: MHS-CORP-P-2.33
Policy Name: Code of Conduct
<http://MatDCS/DocCube/default.asp?Id=3846>
- Policy No: MHS--CORP-P-2.01
Policy Name: Addendum to Code of Conduct
<http://MatDCS/DocCube/default.asp?Id=1050>
- Policy No: MHS-MS-SHAW-5.27
Policy Name: Health and Safety Management Policy
<http://MatDCS/DocCube/default.asp?Id=1267>
- Policy No: MHS-MS-SHAW-056V1
Policy Name: Immunisation and Vaccination of Mater People
<http://MatDCS/DocCube/default.asp?Id=9159>
- Policy No: MHS-MS-SHAW-008
Policy Name: Management and Guidelines Bodily Fluids Exposure
<http://MatDCS/DocCube/default.asp?Id=9171>
- Policy No: MHS-CS-100.17
Policy Name: Social Media Usage Policy
<http://MatDCS/DocCube/default.asp?Id=9011>

Absenteeism

Students may be absent from clinical placement for many reasons so therefore ensure you obtain contact details during the orientation day. Should you be unable to attend a rostered clinical shift or any other required clinical placement activity, please ensure you contact your Clinical Supervisor as soon as possible in order to receive further instructions. It is also expected that you contact your clinical area and inform an appropriate member of MHS staff that you will be unable to attend your rostered shift.

Identification Badges

For security reasons all students must wear their identification badges while present on the Mater complex. Upon commencement of your clinical placement, your Clinical Supervisor will arrange for a temporary Mater ID badge to be issued by our Security Department. You will need to arrange a time for your photo to be taken with security and the ID badge must be returned on the conclusion date of your placement.

Professional Attire

UNIFORMS

University clinical placement uniforms must be worn at all times, including identification badge. All uniforms must be freshly laundered and in good condition at all times.

HAIR:

Hair should be clean, neat and tidy at all times. Hair below collar length must be worn up or secured away from the face. Hair ties/bands should be navy or black. Beards and moustaches should be well groomed and trimmed.

JEWELLERY:

For safety and infection control, jewellery should be kept to a minimum e.g.

- Earrings should be studs or sleepers
- Rings should be flat bands
- Chains worn inside clothing
- Wristwatches should not be worn during clinical procedures and patient contact
- Visible piercing must be restricted to ears (specifically lower lobes)
- No facial piercing including tongue, lips, noses and brows

NAILS:

Nails must be short, clean and neatly trimmed. Artificial nails are not to be worn by staff providing clinical care.

HOSIERY:

Suitable hosiery to match either navy or black footwear must be worn.

MAKE-UP & PERFUME

Make-up and perfume, if worn, should be discreet and reflect and promote a professional image.

SHOES

Shoes must be closed in, have non-slip soles and heels which are in good condition. This is a safety requirement of the hospital. Closed in shoes must be worn. Sandals are not permitted.

Reference:

Extracts from MHS Uniform Policy
Policy No: MHS-MISS-HR-3.03

Car Parking

Mater Health Services owns and operates 4 multi-storey car parks on the Mater Brisbane site –

- Hancock Street Car Park
- Mater Hill West Car Park
- Mater East Car Park
- Mater Medical Centre Car Park

Mater Staff and students are offered a discounted daily parking rate in the Mater Hill West, Mater Hill East Car Parks and Hancock Street Car Parks only. The Mater Medical Centre Car Park is fully automated and only accepts the public daily parking tickets – therefore discounted Mater staff or student parking is not available in this car park.

To obtain your discounted daily parking rate in the Mater Hill West, Mater Hill East Car Parks and Hancock Street Car Parks, please ensure you exchange your entry ticket for a concession ticket at the start of each day at one of the Customer Service Centres located within these car parks. Student parking rates are currently \$8.00 per 24 hr period. Students can also purchase a 10 x Exit card for \$80 incl. GST, which can be used over a 2 month period.

The usual safety precautions should be observed when using the car parks. Please help deter thieves by removing valuables from your car and ensure your vehicle is locked. Parking is at your own risk.

Parking in the hospital grounds is not permitted.

Parking metres (2 hours and shorter) are located in the streets surrounding the hospital.

For parking inquiries please call:

3163 8914 / 3163 6053

Public Transport

- The Brisbane City Council bus way station is located under the MPH extensions along Water Street.
- The railway line is within walking distance of the hospital. The closest station is the South Brisbane Station.
- River ferries stop at the South Bank parkland and River Plaza Hotel terminals. It is a short walk from each of the hospitals.

For more information about public transport, visit the link below:

<http://translink.com.au/>

Banking Facilities

ATM

Mater Property Services (South Brisbane) have leased the following ATM's for your convenience:

- Level 2, Mater Adult Hospital
- Level 5, Mater Mothers' Hospital (ANZ)
- Level 6, Mater Private Hospital Brisbane (BQL)
- Ground Floor, Mater Children's Hospital (BQL)
- Ground Floor MPRH

EFTPOS

Mater Property Services Cafes' have installed EFTPOS facilities for your convenience. There is a minimum purchase of \$10.00 and a no cash out policy.

Mater Property Services Cafes are located at:

- Jacob's Well Café, Ground Floor, Mater Children's Hospital
- McAuley's Café, Level 2, Mater Adult's Hospital
- Mother's Café, Level 5, Mater Mother's Hospital
- Chloe's Café, Level 6, Mater Private Hospital

Smoking

It is the policy of Mater Health Service to minimise the exposure of staff, patients and the public to hazards of tobacco smoke whilst on the premises or involved in work related activity. In accordance with the Queensland Government Directive on smoking, smoking is banned in all Mater work buildings including balconies and verandas, entrances to buildings, passageways, link ramps and corporate vehicles.

For more information, please visit the link below:

<http://www.health.qld.gov.au/tobaccolaws/>

Cafeteria Facilities

Mater Adult Hospital dining room is located on Level 3 and the Mater Private Hospital Terrace Café is located on Level 4. A large selection of hot and cold food is available. Free tea and coffee machines are available. Meals are available during the following times.

Hours: 0600 hours - 1900 hours MAH

Coffee Shops / Food

- Jacobs Well Café - Ground Level beside the children's playground MCH - Open 7am to 6.30pm
- The Fig Tree Cafe - Ground floor entrance, Mothers' Hospital
- Chloes Coffee Shop - Level 6, Mater Private Hospital
- The Coffee Club - Beside Bus Station on Stanley Street
- Subway - Stanley Street
- Hana Sushi Bar & Dining
- Nellie's MPHR – Ground Floor

UQ/Mater McAuley Library

The library is situated on the ground floor of Aubigny Place.

Phone number is 3163 1689.

The library is jointly funded by the University of Queensland and the Mater Hospitals and managed by the University of Queensland. Borrowing facilities are available to Mater staff and University of Queensland staff and students.

Facilitators and students are welcome to access and use all facilities.

Opening Hours

On Saturday, access is through the rear door only.

For more information, please visit the following link:

<http://www.library.uq.edu.au/hsl/hospital/>

Pastoral Care

The members of the Pastoral Care team work in close cooperation with all health care professionals and seek to recognize the holistic needs of all individuals. Pastoral Care primarily cares for and are concerned with the human spirit, regardless of race, culture, religious differences, gender or status

This care is offered with sensitivity to the needs, feelings and wishes of others, with confidentiality being maintained at all times

The MHS Pastoral Care team offers a twenty four hour service, seven days a week that is available to all Mater staff, students, patients and families.

Should you wish to contact Pastoral Care, please telephone extension 8969 or ask for them to be paged via the switch board

Chapel

There is a Chapel in every hospital on the Mater campus. They are always open for staff, patients, relatives and visitors. The chapel provides a quiet, reverent place for meditation and prayer.

Paging System

During your clinical placement, you will inevitably be required to utilise the hospital's paging system. Please follow the instructions below to ensure you can complete this task:

- Press 6 * and wait for voice instruction prompt
- After prompt enter the pager number you are trying to contact and wait for the next prompt
- After this prompt, enter the extension number of the telephone you are calling from and then press the # key.
- Hang up phone and wait for call to be returned.

Registered Nurse Graduate Nurse Programs

Mater Health Services offers the newly graduated registered nurse, midwife and enrolled nurse a range of exciting opportunities to launch their career in nursing.

Mater Health Services, winner of the first ever Queensland Greats Award for an organisation, employs around 7,500 staff and is unique in Queensland as a provider of both public and private health care. With specialised mothers', children's and adults hospitals, the Mater offers a broad range of medical, surgical, outpatient, emergency and community health services across the spectrum of clinical specialties.

At the Mater, we know that today's youth is tomorrow's future, that's why we have a broad range of flexible graduate programs to suit all new nurses. Specially designed to assist with the transition into nursing, our programs aim to support graduates in achieving their nursing goals and providing exceptional care.

For more information (on all MHS Graduate Programs) please visit the following link:

<http://exceptional.org.au/vacancies/graduate/>

Mater Adult Registered Nurse Graduate Program

The Mater Adult Hospital (MAH) features a 24-hour Emergency Department, Intensive and Coronary Care Units, Day Surgery, Day Oncology Unit, Day Hospice Respite and busy Medical, Cancer and Surgical Units. The Hospital's Division of Medicine offers specialist services in respiratory medicine, endocrinology, gastroenterology, nephrology, neurology, cardiology, infectious diseases, dermatology, rheumatology, general surgery and medicine.

The Mater Adult Hospital offers a variety of Registered Nurse Graduate Programs designed to assist graduates with the transition from study into nursing. Our graduates work within a supportive environment, allowing them to provide exceptional care.

The Registered Nurse Graduate Programs currently offered include:

- Rotational Graduate Program
- Women's Health and Newborn Services Graduate Program
- Peri-operative Graduate Program
- Emergency Graduate Program
- Intensive Care Graduate Program

All programs include:

- one week orientation
- supernumerary time throughout all programs
- professional development days
- clinical learning packages and competencies
- full support by clinical preceptors, clinical facilitators, graduate support coordinators and nurse educators

Mater Children's Registered Nurse Graduate Program

The Mater Children's Hospital is a major tertiary referral centre providing services which include an intensive care unit, operating theatres, inpatient and outpatient services, a 24-hour emergency department and a retrieval service.

The Mater Children's Hospital offers a dynamic graduate program. During this time you as a graduate will complete and participate in a variety of learning opportunities which includes 4 structured study days on Paediatric specific nursing, competencies and learning guides. All Graduates are supported by the ward Clinical Facilitator, Clinical Nurse Educator, Graduate Nurse Coordinator and Nurse Unit Manager. All Graduates are also enrolled into the Queensland Health, Paediatric and Child Health Transition Program. By completing this program you will be eligible to apply for two subject's credit from the four subjects required to complete the Post Graduate Certificate in Paediatrics and Child Health course an affiliated University.

The Mater Children's Hospital education department offers graduate nurses the following clinical opportunities:

12 month Paediatric experience this includes 2 clinical rotations into 2 of the following areas-

- Paediatric Emergency Department
- 7 South (Surgical)
- 7 East (Medical)
- 8 South (Babies)
- 8 East (Cardiac)
- Mater Children's Private Hospital

Mater Private Registered Nurse Graduate Program

Put your knowledge to the test, your thoughts and ideas into action, and reward yourself for all of the hard work you put in at University by joining the Mater Private Hospital (MPH) team. It only takes one small thing to change a patient's day and you could make that difference at the MPH.

The MPH Graduate Program is unique in that we allow you to kick start your career in your area of choice so that you can evolve into the nurse you aspire to be. Harness the facilities of a 323 bed sophisticated tertiary hospital, the largest of the seven Mater Hospitals, to your advantage and choose one of the following programs on offer:

The Graduate Program allows you to rotate anything from a three ward rotational program, for the nurse who would like a broad overview of nursing practice in a variety of settings, to single 12 months specialty programs for nurses who know where their futures in nursing lie. It's your choice. The rotations available may include:

- Orthopaedics
- Rehabilitation
- General Medical
- General Surgical
- Gynaecology, Urology, ENT, Plastics
- Oncology
- Endoscopy
- Day Procedures
- Neurovascular
- Intensive Care Unit
- Peri-operative Graduate Program (12 months rotating - scrub, scout, recovery (PACU), and Anaesthetics)
- Cardiac Graduate Program

Mater Perioperative Programs

Mater Perioperative and procedural Service

The Peri operative and procedural Service at Mater Health Service functions as part of Queensland's only Adult, Paediatric and Obstetric combined operating suites. Peri operative and procedural services are managed under a single management structure. Within peri-operative and procedural services there are 16 operating theatres, 2 procedure rooms, 2 endoscopy rooms, a paediatric cardiac catheter lab, a adult day procedure unit and 23 hour unit, a paediatric day procedure unit and 23 hour unit. The adult, obstetric and paediatric operating theatre patients are recovered in one of the three dedicated post anaesthetic care units located throughout the procedural services suite. Peri-operative and procedural services provide tertiary level surgical services for paediatric and obstetric patients and secondary level surgical service for adult patients.

Surgical specialties:

MAH/MPH	MCH	MMH
general surgery	Paediatric neurosurgery	gynaecology,
complex laparoscopic surgery	Paediatric cardiac surgery	obstetrics,
urology	Paediatric general surgery	maternal intrauterine surgery
breast (cancer and reconstructive),	ear nose and throat surgery	gynaecology oncology
ear nose and throat surgery	plastic reconstructive surgery	foetal
colorectal	craniofacial	
vascular surgery	spinal	
ophthalmology	oral/maxillofacial	
orthopedics	Paediatric renal transplants	
gynecology oncology		
plastic reconstructive surgery		
craniofacial		
spinal		
oral/maxillofacial		

Professional development and the education requirements of department staff and visiting students are supported by the perioperative education coordinator, perioperative clinical governance facilitator and two clinical facilitators.

Mater Private Perioperative Transition Program

Mater Private Hospital Brisbane offers you an 18 month Perioperative Transition Program (PTP) that will help you develop the essential competencies needed to provide quality care in a surgical environment. Our program is designed to advance your clinical skills and develop an ongoing commitment to professional development from the beginning of your career.

Our PTP offers you clinical experience in a variety of perioperative specialities that include state of the art technology.

The first 12 months rotations are in the role of:

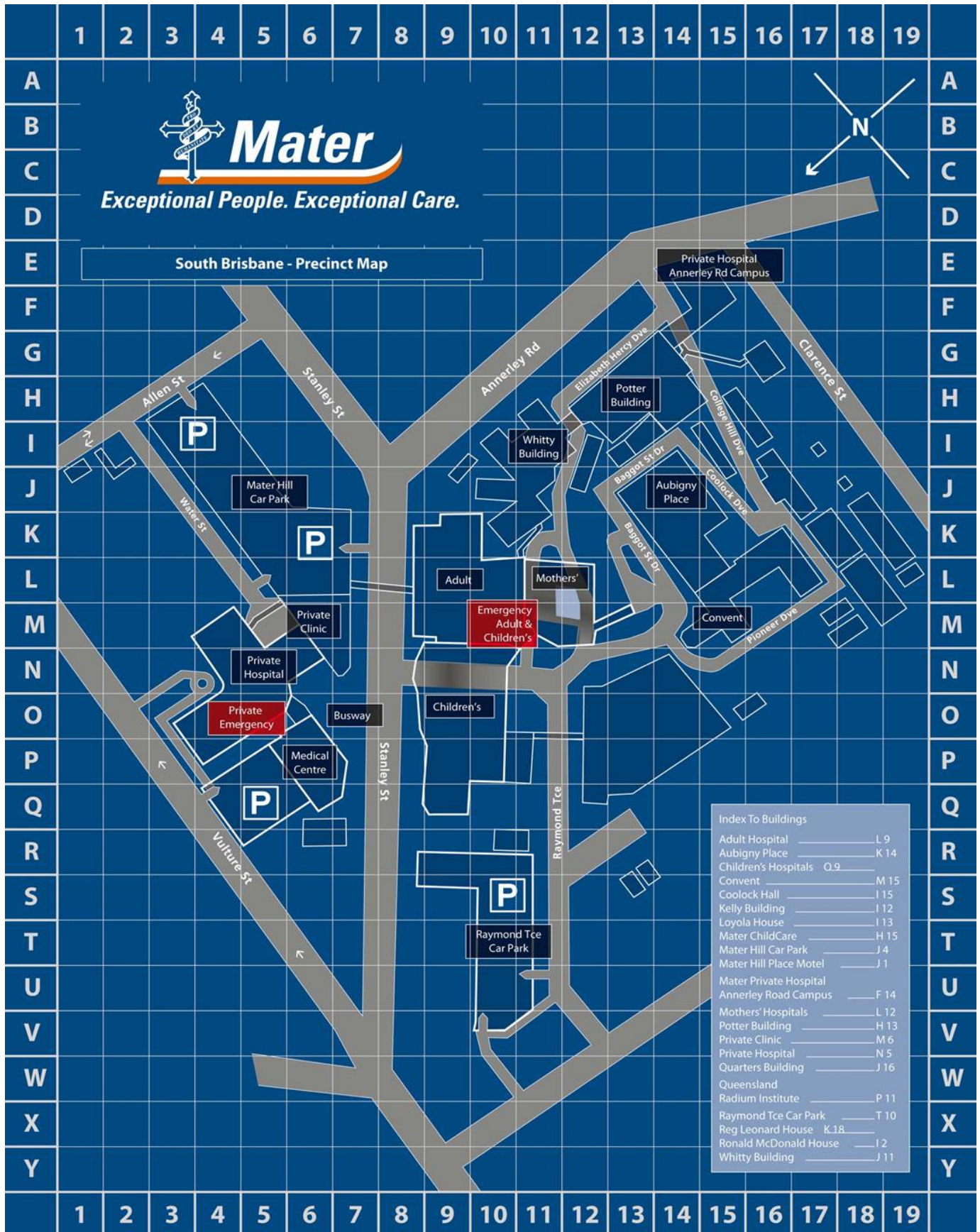
- Circulating Nurse and Instrument Nurse
- Anaesthetic Nurse
- Post Anaesthetic Nurse

In the final 6 months, you may choose which speciality in which to work, in order to develop your skills further.

Appendix 1 - Further resources

- Australian Health Practitioner Regulation Authority Website
<http://www.ahpra.gov.au/>
- Australian Nursing and Midwifery Council - National Competency Standards for the Registered Nurses
http://www.anmc.org.au/userfiles/file/competency_standards/Competency_standards_RN.pdf/
- Mater Health Services Website
<http://www.mater.org.au/>
- Mater Health Services Intranet
Available onsite at Mater Health Services
- Queensland Nurses Union Website
<http://www.qnu.org.au/>

Appendix 2 - Site Map



Appendix 3 - Emergency Codes

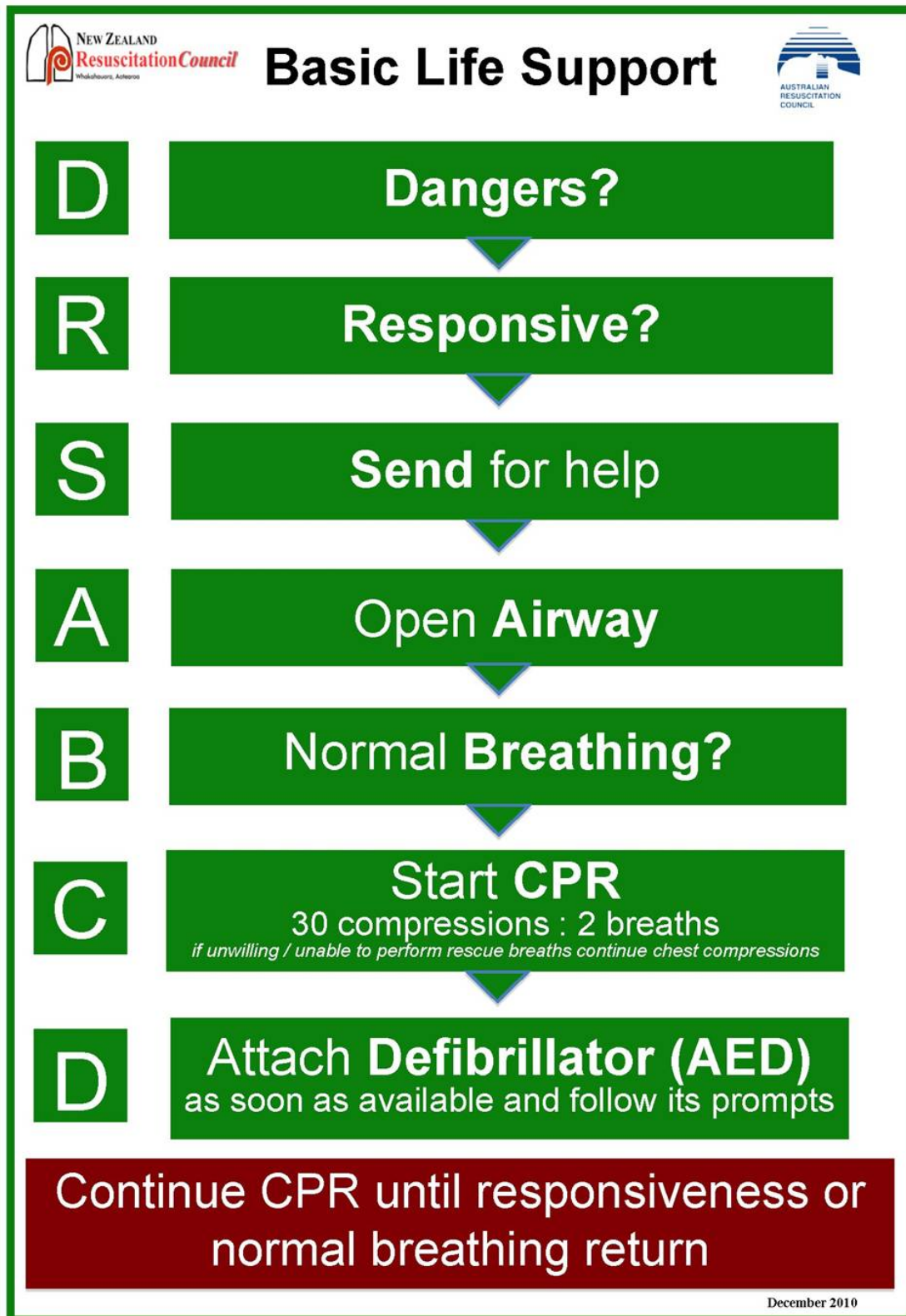


Emergency phone number - 555

Procedure

- Dial the emergency number - 555
- State the type of emergency e.g., CODE BLUE
- State the hospital e.g., Adult Public Hospital
- State the location - ward number and bed number.
- State the type of patient (adult, child, obstetric etc)

Appendix 4 – Basic Life Support Flowchart for Cardiac Arrest Management
(Adult Patient)



Appendix 6 – Medical Emergency Team (MET) Mater Private Hospital
(Adult Patient)

Mater Private Hospital Brisbane

CARDIAC ARREST or RESPIRATORY ARREST:

Dial 555 and state:

CODE BLUE, Mater Private Hospital, and your location

ALL OTHER MEDICAL EMERGENCIES:

Call VMO (using all available numbers) and advise of medical emergency criteria

If VMO requests review by the Critical Care Medical Officer (CCMO) dial 555 & state:

MEDICAL EMERGENCY, Mater Private Hospital and your location

MEDICAL EMERGENCY CRITERIA

AIRWAY & BREATHING

- Respiratory Arrest (Code Blue)
- Airway obstruction
- Respiratory Rate > 30

CIRCULATION

- Cardiac Arrest (Code Blue)
- Pulse Rate < 40
- Pulse Rate > 140

NEUROLOGY

- Any Decreased Level of Consciousness

Other patient events initially managed as per protocols

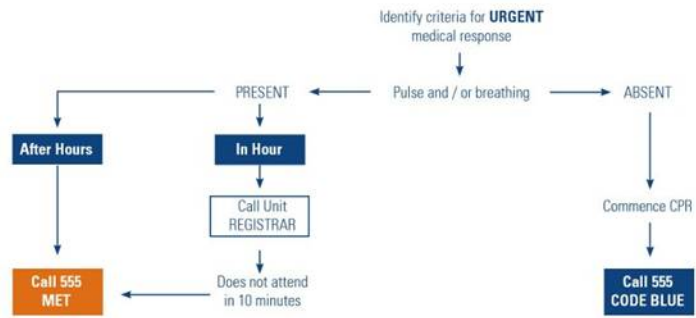
- Systolic BP < 90
- Chest Pain (see chest pain protocol)
- Seizures

- may necessitate notification of VMO

Appendix 7 – Mater Adult / Children’s / Mothers Medical Emergency

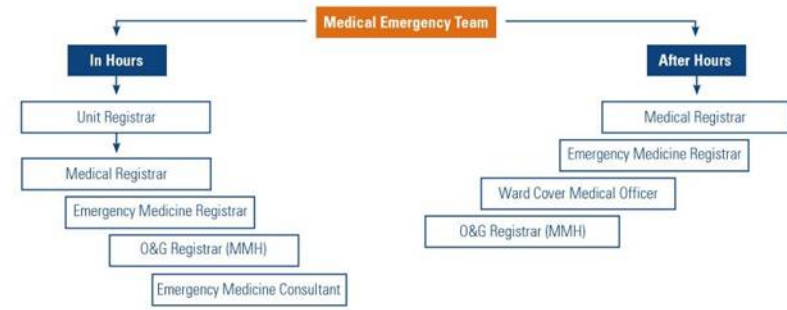


Decision Algorithm - Whom Do I Call?



Medical Emergency Team (MET)

The MET comprises designated senior doctors who are grouped pagged as required



Absolute Criteria

Nursing staff **MUST** call a MET if these criteria are identified:

AIRWAY	Threatened or actual obstruction
BREATHING	Respiratory Rate < 9 or > 36 SpO ₂ < 90% despite adequate O ₂ therapy
CIRCULATION	Pulse Rate < 36 or > 150 Systolic BP < 80mmHg
NEUROLOGICAL	New ↓ in level of consciousness Repeated or prolonged seizures New onset seizure

Criteria for Calling a MET

Relative Criteria

Nursing staff **MAY** call a MET if these criteria are identified:

AIRWAY	↑ Stridor New haemoptysis (> 10ml)	PSYCHIATRIC	Violent, threatening or uncontrollable behaviour
BREATHING	↑ dyspnoea	G.I.T.	Haematemesis (significant)
CIRCULATION	Any significant ↑ or ↓ in BP Any significant ↑ or ↓ in Pulse Rate	E.N.T.	Epistaxis (significant)
NEUROLOGICAL	Delirium or altered behaviour	OTHER	Any patient whom there is serious concern (irrespective of the above criteria)

Appendix 8 – The Mater Credo

“Living the Values...”

The Mater Credo

At the Mater, we...

1. ...stand by the Mater Values
2. ...greet each other genuinely
3. ...introduce ourselves and use people’s names
4. ...help people whenever we can
5. ...use respectful language we all understand
6. ...do better than “no” or “I don’t know”
7. ...demonstrate courtesy at all times
8. ...allow others to go first
9. ...maintain a professional appearance
10. ...have our IDs visible
11. ...keep our promises
12. ...are ambassadors of all that is best about the Mater
13. ...respect each other's privacy and celebrate our differences
14. ...participate in true teamwork and share information
15. ...create a safe environment
16. ...use Mater assets and resources responsibly