# PSYCHIATRIC CLINICAL NURSE SPECIALIST / RPN2 ADVANCED APPLICATION FORM

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| This application form has been designed to assist Registered Psychiatric Nurses (RPN) in the process of application for Psychiatric Clinical Nurse Specialist (PCNS) or RPN2 Advanced classification. The application process is designed to articulate with the selection criteria as outlined by the Enterprise Agreement and should be read in conjunction with a copy of the Position Description. Application closing dates to be posted four times per year.Process for PCNS / RPN2 Advanced application:* Applicants are encouraged to speak to their Manager prior to their application.
* PCNS / RPN2 Advanced Applications will take place four times a year. The application closing dates are January 31st, April 30th, July 31st and October 31st each year.
* An invitation to applicants (internal advertisement) will be posted two weeks prior to closing dates.
* Written application, including completed application form is to be submitted directly to the Manager.
* Interviews will be held promptly – the panel must include Manager, with other panellists consisting of either Associate Unit Manager or educator or relevant other.
* If successful, applicants will be notified in writing within seven days regarding the outcome of application. A variation form will be completed and sent to People & Culture to ensure written notification and payroll adjustments are promptly implemented.
* If unsuccessful, applicants will be notified of the outcome within seven days and an explanation will be given to the applicant as to the reasons for decision.
* An appeal process is available to unsuccessful applicants. An appeal is to be lodged by the applicant directly to Director of Nursing (DON), Mental Health and Wellbeing Services within two weeks of receiving the rejection letter. Appeals will be heard by the Appeal Committee chaired by the DON.
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| **Applicant Details** |
| **Name:**       |
| **Address:**       | **Post Code:**       |
| **Telephone:**       | **Mobile:**       |
| **Email address:**       |
| **Unit:**       | **Campus:**       |
| **Name of Manager:**       |  |
| **Current Position:**       | **Classification:**       |
| **Specific Field of Experience:**       |
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| **Applicant’s Signature:** | **Date:**       |
| **Classification Criteria*** The level of clinical practice reflects a higher level of skill than would be expected of other Grade 2 RPN but less than those in RPN3 positions. Applicants for PCNS / RPN2 Advanced must also show a commitment to professional activites that support services delivery and the professional development of self and others.
* Applicants must meet the position requirements, be employed either full time or part time and demonstrate one criterion in each of the eligibility criteria 1, 2 and 3.
* PCNS / RPN2 Advanced applicants must meet the practice requirements for the classification with either:

Mental Health post graduate course completion and at least 12 month’s experience at RPN2 level working in a related Mental Health setting (PCNS), **or** Working to unit completion of post graduate course in Mental Health Nursing and have a minimum of two years Mental Health nursing experience at RPN2 level (RPN2 Advanced), **or** Have a minimum of four years experience in Mental Health Nursing at RPN2 level (RPN2 Advanced) Applicant to complete details of criteria met in each section below: |
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| 1. **Clinical Skills**
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| Please select (✓) the criteria you meet and provide evidence:* Demonstration of a commitment to, and the delivery of a particular Mental Health Nursing role or function with the program
* Maintenance and improvement of clinical standards in Mental Health Nursing practice.
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| **Interview Panel Comment** **(post interview and observed normal work activity)**  |
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**CRITERIA MET:** yes / no

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| **2. Professional Behaviour** |
| Please select (✓) the criteria you meet and provide evidence:* Act as a mentor or preceptor to less experienced Mental Health Practitioners, including nurses, nursing students, psychiatric enrolled nurses and Mental Health Officers
* Support of, and contribution to, quality improvement and research projects within Mental Health Nursing practice and ward/unit/department;
* Acting as a resource person to others in relation to Mental Health clinical practice.
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| **Interview Panel Comment** **(post interview and observed normal work activity)**  |
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**CRITERIA MET:** yes / no

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| **3. Professional Development** |
| Please select (✓) the criteria you meet and provide evidence:* Contribution to the education of other mental health professionals (e.g. active participation in the delivery of in-service education / training program)
* Demonstrated undertaking own planned professional development and competence through various forms of continuing education e.g. conferences, study days, formal study, reading.
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| **Interview Panel Comment** **(post interview and observed normal work activity)** |
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**CRITERIA MET:** yes / no

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| **Desirable Criteria**Please select (✓) the criteria you meet and provide evidence:* Completion of a specialist graduate year in Mental Health nursing
* Membership of a relevant professional body supporting the role and function of Mental Health nursing
* Committee membership and participation requiring Mental Health Nursing skills and expertise

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| **Interview Panel Comment on Clinical Skill** **(post interview and observed normal work activity)** |
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**CRITERIA MET:** yes / no**Employment History Related to PCNS / RPN2 Advanced Application** |
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| **Position Held in Specific Practice Area** | **Employer** | **Hours Worked per Fortnight** | **Period of Employment** |
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| **Education Qualifications** (please attach certified copies of relevant qualifications with Curriculum Vitae) |
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| **Course Name** | **Institution** | **Completion Date** |
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| **Post Registration Experience** |
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| **Experience in Relevant Specialised Field** | **From** | **To** |
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