

## Position Description

<b>Job Title</b>	TB Nursing Officer
<b>Program/Project</b>	RID-TB
<b>Work Classification</b>	Full-Time, Fixed Term Contract (12 months)
<b>Reports To</b>	TB Specialist – Public Health
<b>Location</b>	Daru, WP

### Burnet Overview

Burnet Institute is a leading Australian medical research and public health organisation focused on achieving better health for vulnerable communities in Australia and internationally by accelerating the translation of research, discovery and evidence into sustainable health solutions. The Institute is headquartered in Melbourne with programs that operate across Asia and the Pacific. The NGO operation combines research activities with practical action through the design and implementation of public health and development programs. The Institute has headquarters in Melbourne and several international offices, including Port Moresby and Kokopo in PNG.

Since August 2014, Burnet has been a partner in the response to the TB epidemic in South Fly District and Western Province. Burnet is contributing to the design and implementation of an effective response to the epidemic and in monitoring its implementation, in partnership with the Western Provincial Health Office (PHO), Daru General Hospital, PATH, and World Vision. This includes supporting the implementation of patient-centred TB care at the facility and community level in Daru, and seeking to better understand the TB epidemic and responses through monitoring, evaluation, and operational research.

### Drug Resistant Tuberculosis in PNG and the Western Province TB program

Papua New Guinea (PNG) is one of only 14 countries classified by the WHO as having the triple high burden of TB, MDR-TB and TB-human immunodeficiency virus (HIV) co-infection. Three hotspot regions have been identified in the country including Gulf, NCD and Western Province. In Western province the problem has been further compounded by high levels of drug-resistant TB, with evidence of primary (person to person) transmission of resistant strains, particularly in Daru of South Fly District.

The Western Province TB program, led by the PHA, with support from partners has led to commendable success, with an increasing recognition of Daru as a 'center for excellence' in the programmatic management of DR TB with outstanding treatment outcomes for patients.

Results using the Optima TB model indicate that detection and treatment of active TB in conjunction with detection and treatment of TB infection (TBI) offers the greatest and most rapid reduction in TB incidence and transmission. The benefit is sustained over a number of subsequent years and is consistent with the approach WHO's regional Green Light Committee (rGLC) have recommended for Daru. Moreover, treating individuals with TB infection using the proposed population-based test and treatment approach provides far greater benefit than the current phase of relying only on household contact tracing services by reducing the infectious pool of TB and the numbers of active cases needed to treat.

Thus the CURB-TB community-wide comprehensive initiative to reduce the burden of TB and MDR-TB in Daru, PNG (CURB-TB) project will implement an island-wide screening approach designed to with the following objectives:

1. Detect and Treat - Systematic screening of all Daru residents to detect and treat prevalent disease due to drug-resistant and drug-susceptible TB (DS-TB)
2. Prevent – Provide TB preventive therapy or BCG vaccination to eligible Daru residents under 35 years of age to prevent infection and disease due to drug-resistant and drug-susceptible TB
3. Knowledge transfer – Conduct operational research training in drug-resistant TB and anti-microbial resistance (AMR) for PNG researchers and support higher degree research student supervision.

**Purpose of the position**

The TB Public Health Nurse will work with the RID-TB team to implement an effective model of care for the management of DS-TB,DR- TB and latent TB at the community level in Western Province. The position will work with community-based nursing and program staff to deliver high quality patient-centered care for DS-TB and DR-TB. This includes both treatment for TB disease and TB infection.

This position will contribute to the design, implementation and monitoring of a services delivery model to scale up contact tracing and TB preventive treatment, integrating management and patient education and counselling (PEC) teams for the provision of high-quality case management, patient education and counselling (PEC) and patient support to stay engaged in care and achieve positive treatment outcomes. The position will work closely with facility and community-based staff and partners and will collaborate closely with the TB Specialist: Public Health and the wider Burnet team in Daru.

**Reporting and Supervision:**

For clinical and program activity support this position will report directly to the TB Specialist – Public Health.

For day-to-day operational and administrative support, the incumbent will work directly with other TB Nursing Officer/s and the public health team.

**Responsibility Areas**

The key responsibility areas (KRAs) are the major outputs for which the position is responsible and are not a comprehensive statement of the position activities.

The role will be embedded within the RID-TB program and based on Daru Island, Western Province.

Key Responsibility Areas	
<b>1.</b>	<p><b>Clinical mentoring</b></p> <ul style="list-style-type: none"> <li>• Work with other TB Nursing Officer/s for day-to-day mentoring and education to peer educators (in collaboration with Lead Counsellor) and CHWs for TB disease and infection management, preventive therapy and contact tracing</li> <li>• Work closely with the TB Specialist- Public Health to identify education gaps in nursing areas and training needs for Public Health team, and to help conduct appropriate services education sessions</li> </ul>
<b>2.</b>	<p><b>Implementation support to health systems strengthening</b></p> <ul style="list-style-type: none"> <li>• Working with other TB Nursing Officer/s to support and capacity build for preventive therapy and contact tracing</li> <li>• Support the design and scale-up of CURB-TB. In addition to above may include: Operational Research (OR), contribution to Standard Operating</li> </ul>

		<p>Procedures and protocols, translation of documents, quality improvement activities and TB community-wide screening</p> <ul style="list-style-type: none"> <li>• Support the preventive therapy program: patient reviews, follow-ups, data management, patient selection and scale-up of new therapies/clinics</li> <li>• Conduct/perform Tuberculin Skin Testing (TST)</li> <li>• Work with TB Specialist- Public Health, Nursing Specialist and Officers, Counsellors, and TB-DC to follow up patients suitable for preventive therapy or active treatment who are lost to follow-up</li> <li>• Possible participation in outreach programs: identification of clinical gaps, and provision of education</li> </ul>
<b>3</b>	<b>Implementation support to TB M&amp;E and research activities</b>	<ul style="list-style-type: none"> <li>• Support field assessments, data collection, entry and cleaning for public health team</li> <li>• Support operational research including data collection, reporting and cleaning.</li> <li>• Respect and protect the rights, safety and wellbeing of the study participants and ensure support to the TB Specialist in overall implementation of the operational research SOPs and protocols</li> <li>• Possibility for development of research skills, and training others</li> </ul>
<b>4</b>	<b>Other tasks</b>	<ul style="list-style-type: none"> <li>• Assist in managing stock of drugs and other medical supplies including monitoring and maintaining cold chain item (TST)</li> <li>• Support BI needs including mask fit testing of BI staff and managing stock for staff First Aid Kits</li> <li>• Co-leading weekly Public Health team meetings with TB Specialist- Public Health including facilitation education sessions</li> <li>• Work as a team member of active case finding and preventative therapy in collaboration with. Burnet and partner program staff</li> </ul>
<b>5</b>	<b>Operational Responsibilities</b>	<ul style="list-style-type: none"> <li>• Comply with the Institute’s ‘Terms and Conditions of Employment’ and those outlined in individual staff contract.</li> <li>• Participate in staff and program meetings and trainings.</li> <li>• Contribute to a harmonious team environment and maintain good working relationships with all suppliers, partners and stakeholders</li> <li>• Complete in a timely manner relevant administrative tasks.</li> <li>• Participation in the performance review process with the relevant line manager assessing progress against key performance indicators.</li> <li>• Participation in professional development activities through on-the-job learning, reading, and in-house and external training.</li> </ul>

**Key selection criteria:**

<b>Essential skills and qualifications</b>	<ul style="list-style-type: none"> <li>• A qualified and registered nurse with over 5 years of clinical experience</li> <li>• Registered or registrable with the PNG Nursing Council</li> <li>• Proven knowledge and experience in team management, team building and capacity development / training of staff</li> </ul>
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	<ul style="list-style-type: none"> <li>• Strong knowledge/skills in public health, TB, community-based care and training / capacity building</li> <li>• Fluency in English and demonstrated high level communication and interpersonal skills</li> <li>• Basic computer skills (Microsoft Word, Excel, Powerpoint).</li> </ul>
<b>Desirable skills and qualifications</b>	<ul style="list-style-type: none"> <li>• An additional qualification in education, counselling, tropical medicine, international development, public health or global health</li> <li>• Field experience in the clinical and programmatic management of TB/DR-TB</li> <li>• Experience in protocol or guideline design, report writing or publications</li> <li>• Experience in TB preventative therapy, case finding and DR-TB</li> </ul>
<b>Core qualities</b>	<ul style="list-style-type: none"> <li>• Flexible and adaptable to changing work duties and workloads in a complex environment</li> <li>• Able to both lead/take initiative in a team situation and be guided by senior program staff</li> <li>• Demonstrated analytical, critical appraisal and problem solving skills</li> <li>• Eagerness to learn and commitment to self-improvement</li> <li>• Commitment to duties and willingness to take on extra duties as required</li> </ul>

*The Burnet Institute is a child safe organisation. The incumbent of this position will be required to undergo a National Police Check and endorse the Institute's Child Protection Code of Conduct.*

*The incumbent of this position will be required to abide by all Burnet Institute and Daru General Hospital policies. This includes strictly no smoking or chewing buai (betel nut) on Burnet premises & Daru General Hospital property*

