

GLOSSARY

Note: This glossary is based on the glossary contained in the National Review of Nursing Education Discussion Paper, December 2001.

Accreditation

The regulatory mechanism by which a course or educational institution is deemed to comply with the standards for nursing education (adapted from National Nursing Organisations, 1999).

Allied Health Professionals

Those, other than medical practitioners and nurses, who provide clinical and other specialised services in the management of patients, including physiotherapists, occupational therapists, dieticians and pharmacists.

ANCI Nursing Competencies

The national standards developed by the Australian Nursing Council Incorporated (ANCI) that provide a framework for professional nursing practice by Registered and Enrolled Nurses. The competencies take account of the various roles and functions nurses fulfil and identify a combination of the attributes competent nurses must have.

Australian Health Ministers' Advisory Council (AHMAC)

The Australian Health Ministers' Advisory Council (AHMAC) is a committee of the heads of the Commonwealth, State and Territory Health authorities. AHMAC is the major decision-making body on national health issues, advising the Australian Health Ministers' Conference on policy, resource and financial issues. It also considers recommendations from the National Health and Medical Research Council.

Australian Medical Workforce Advisory Committee (AMWAC)

The Australian Medical Workforce Advisory Committee (AMWAC) was established in 1995 to assist with the development of a more strategic focus to national medical workforce planning in Australia. AMWAC is a national advisory body that reports to the Australian Health Ministers' Advisory Council (AHMAC). The prime focus of AMWACs work is Australian medical workforce research and data analysis, although it also aims to provide workable policy solutions where appropriate. AMWACs role as a workforce planning agency is centred around examining:

- the structure, balance and geographic distribution of the medical workforce;
- medical workforce supply and demand;
- present and future medical workforce training needs;
- models for projecting future medical workforce requirements and supply; and
- development of medical workforce data collections.

AMWAC comprises representatives from Commonwealth departments, State and Territory Health authorities, the Australian Institute of Health and Welfare, the Australian Medical Council, peak organisations representing various sections of the medical workforce including the Australian Medical Association, the medical colleges and university medical schools), and consumer organisations.

Australian Health Workforce Advisory Committee (AHWAC)

The Australian Health Workforce Advisory Committee (AHWAC) was formed in December 2000 to assist with the development of a more strategic focus to health workforce planning in Australia. AHWAC is a national advisory body that reports to the Australian Health Ministers' Advisory Council (AHMAC). The prime focus of AHWAC is on national health workforce planning and analysis of information and the identification of data needs. Advice is to be provided to AHMAC on a range of health workforce matters including:

- the composition and distribution of the health workforce in Australia;
- health workforce supply and demand; and
- the establishment and development of data collections concerned with the health workforce.

AHWAC's membership comprises representatives from Commonwealth departments, State and Territory Health authorities, the Australian Institute of Health and Welfare and peak organisations representing various sections of the health workforce.

Australian Health Workforce Officials Committee (AHWOC)

The Australian Health Workforce Officials Committee (AHWOC) was established in June 2002. Its purpose is to provide a forum for reaching agreement on key health workforce issues requiring collaborative action and to advise on health workforce requirements, as a basis for assisting AHMAC to fulfil its roles.

AHWOC's role is to:

- advise AHMAC on priority workforce issues requiring national collaboration;
- provide advice to AHMAC on policy, funding and health care delivery options and implications for health workforce development;
- provide a forum for ongoing communication and consultation between the Commonwealth, States and Territories in relation to workforce priorities, the development of appropriate and supported industrial frameworks and workforce developments within jurisdictions;
- advise AHMAC on implementation issues arising from Australian Medical Workforce Advisory Committee (AMWAC) and Australian Health Workforce Advisory Committee (AHWAC) recommendations;
- work with AMWAC and AHWAC, and convene specialist groups where necessary, to provide advice on:

- structure, balance, geographic distribution and future demand and supply requirements for priority skilled health workforces in Australia,
 - development and refinement of models for describing and predicting future skilled health workforce requirements in line with emerging technologies, treatment patterns and models of clinical care,
 - current and future educational and training requirements of priority skilled health workforces, and
 - establishment and development of data collections, analyses and workforce performance indicators to assist workforce planning; and
- liaise with peak groups and organisations as required.

Clinical nurse specialist

An expert clinician and client advocate in a particular speciality or subspecialty of nursing practice. The clinical nurse specialist applies focused knowledge and skills acquired through speciality specific education to a population defined primarily by diagnosis, therapeutic intervention, gender or age. In addition to direct practice, the clinical nurse specialist is involved in consultation, research, and education with the aim of improving the quality of care and services in the role of change agent.

Clinical Placement/Practicum

A component of a nursing education program that provides students with opportunities to marry theoretical knowledge with practical application and develop the required clinical competencies through the care of patients/clients.

Continuing Professional Education

Lifelong process of active participation in learning activities to enhance professional practice and which are designed to enrich the nurse's contribution to health care.

Credentiailling

Some specialty nursing groups have implemented credentiailling processes as a means of self-regulation for a particular speciality area, so that nurses may demonstrate their competence and be publicly accountable for the services they provide. Nursing specialty and other organisations have produced practice standards, and/or competencies, guidelines for curricula development and continuing professional development programs as a means of self-governance and quality improvement for their members. The International Congress of Nurses has resolved that self-regulatory systems for nursing must provide for:

- high standards for the personal and professional growth and performance of nurses
- public sanction for nurses to perform to the extent of their capabilities
- participation of the profession to the public for the conduct of its affairs on their behalf

- proper recognition for the contributions of the profession and opportunity for the self-actualisation of its members.

Effective Full-Time Student Units (EFTSU)

A unit of measure used by the Department of Education, Training and Youth Affairs and Higher Education institutions generally to represent student load in relation to a unit of study. The total EFTSU are expressed as a proportion of the workload for a standard annual program for students taking a full year of study in a course. A student doing a standard annual full-time workload for a course generates one EFTSU while a full-time student doing a standard annual workload for one semester generates half an EFTSU.

Enrolled Nurse (Division 2 – Victoria)

A nurse who is on the roll maintained by the State or Territory nurses board or nursing council to practise nursing under some form of supervision in the State or Territory. These requirements, which may vary between States and Territories, normally include a specified level of education or its equivalent. Education is generally undertaken in the vocational education and training sector at a Certificate IV or Diploma level.

Healthcare System

The composite of all informal and formal components of health care delivery, including the nurse and the patient/client.

Healthcare Worker

A generic term that can refer to any provider of health care services, but most often refers to paraprofessionals or unlicensed assistant personnel.

Mentorship

A relationship between an experienced nurse and a less experienced nurse whereby the experienced nurse may provide advice and/or assistance which is likely to be career oriented rather than clinically oriented. Mentorship is usually longer in term than preceptorship.

Midwifery

A Midwife is a person who, having been regularly admitted to a midwifery educational program duly recognised in the country in which it is located, has successfully completed the prescribed course of studies in midwifery and has acquired the requisite qualifications to be registered and/or legally licensed to practice midwifery. She must be able to give the necessary supervision, care and advice to women during pregnancy, labour and the postpartum period, to conduct deliveries on her own responsibility, and to care for the newborn and the infant. This care includes preventative measures, the detection of abnormal conditions in mother and child, the procurement of medical assistance and the execution of emergency measures in the

absence of medical help. She has an important task in the health counselling and education, not only for the women, but also within the family and the community. The work should involve antenatal education and preparation for parenthood and extends to certain areas of gynaecology, family planning and childcare. She may practice in hospitals, clinics, health units, domiciliary conditions or in any other service.

Nurse Bank

A discrete supply of casual nurses managed 'in house' by the hospital. Nurses work across the hospital according to their availability.

Nurse Educator

A general term covering nurses who are responsible for providing nursing education in educational institutions such as universities and technical colleges, hospitals, and health care agencies.

Nurse Practitioner

A Nurse Practitioner is a registered nurse who is educated to function in an advanced clinical role. The scope of practice of the Nurse Practitioner will be determined by the context in which the Nurse Practitioner is authorised to practice by the respective State registration Board and may include legislative authority not currently within the scope of nursing practice.

Nursing

Nursing is an integral part of the health care system, encompassing the promotion of health, prevention of illness, and care of physically ill, mentally ill, and disabled people of all ages, in all health care and other community settings. Within this broad spectrum of health care, the phenomena of particular concern to nurses are individual, family, and group 'responses to actual or potential health problems'. These human responses range broadly from health restoring reactions to an individual episode of illness to the development of policy in promoting the long-term health of a population.

Nursing Home

A facility that provides long term 24 hour per day skilled nursing care, personal care and physician supervision to chronically ill, frail or disabled persons.

Nursing Workforce

The Australian nursing workforce in our statistical collections consists of nurses educationally prepared at two levels, that being the Registered Nurse and Enrolled Nurse (ANCI), and assistants in nursing and personal care assistants who are not regulated. The workforce reflects a fluctuating number and skill mix of full time, part time or casual workers.

Patient/Client

The individuals, families, groups, or communities that are the recipients or beneficiaries of nursing care.

Personal Care/Assistants/Assistants In Nursing

Commonly referred to as PCAs or AINs, these are generally unregulated and unlicensed health workers. Being outside the regulation and registration system, they cannot properly be described as nurses, but are sometimes described for statistical purposes as part of the 'nursing workforce' or as working in 'nursing occupations'. They are required to act under the direct or indirect supervision of a Registered Nurse.

Preceptorship

A particular teaching/learning method in which an experienced nurse provides direct guidance to a beginning or less experienced nurse. Preceptors are expected to be competent clinicians and are required to be role models. The preceptor role is clinically oriented, shorter term rather than longer term, and linked to particular learning goals or a particular period of time.

Registered Nurse (Division 1 – Victoria)

A nurse who is on the register maintained by the State or Territory nurses board or nursing council to practise nursing in that State or Territory. RNs undertake a minimum of 3 years undergraduate preparation in the higher education sector at a Bachelor degree level.

Scope of Nursing

The scope of nursing practice is that which nurses are educated, authorised and competent to perform. The actual scope of practice of individual practitioners is influenced by the settings in which they practice, the health needs of the people, the level of competence of the nurses and the policy requirements of the service provider. It encompasses clinical, educational, administrative and scholarly dimensions of nursing practice on a continuum from beginning to advanced. It also incorporates generalist and specialist practice of the registered nurse. (Queensland Nursing Council, 2001). There is recognition that nursing practice often overlays the practices of other healthcare professionals and health workers.

Standards for Practice

Authoritative statement, promulgated by the profession, by which the quality of practice, service, or education can be judged. These include the ANCI *National Competency Standards for the Registered Nurse and the Enrolled Nurse* (2000), the *Code of Ethics for Nurses in Australia* (1993), and the *Code of Professional Conduct for Nurses in Australia* (1995).

Separations

A process by which an admitted patient completes an episode of care. In general, a separation is synonymous with discharge. The number of separations is a measure of hospital activity. Separations are counted instead of admissions because some information that classifies the episode of care can be determined only after the episode has concluded. For acute hospitals, the number of separations will be similar to the number of admissions for the same reporting period.

Training Package

An integrated set of nationally endorsed standards, guidelines and qualifications for training, assessing and recognising people's skills, developed by industry to meet the training needs of an industry or group of industries. Training packages consist of core endorsed components of competency standards, assessment guidelines and qualifications, and optional non-endorsed components of support materials such as learning strategies, assessment resources and professional development materials.

