

2019 New Graduate Program Handbook

for Registered and Enrolled Nurses



For further information contact:

Angela Cassady
Nurse Educator
Hurstville Private Hospital
Ph 9579 7795

TABLE OF CONTENTS

Welcome	1
About Healthcare.....	2
Our Hospitals.....	3
Our People	4
Our Values.....	5
The New Graduate Nursing Program.....	6
Eligibility	6
Selection Priority	6
Rotation Preferences	7
The Application Process	8
Submitting Your Application	9
Important Dates.....	10
Further Information.....	11

Welcome

This handbook is designed to assist with the information required for the application process for the 2019 New Graduate Nursing Program.

Hurstville Private Hospital has combined their New Graduate Program with the following Healthcare Hospitals:

- [South Coast Private Hospital](#)
- [Wollongong Day Surgery](#)
- [Shellharbour Private Hospital](#)
- [Hirondelle Private Hospital](#)
- [Westmead Rehabilitation Hospital](#)

This association allows for various employment opportunities in clinical specialties such as Acute Surgical and Medical, Perioperative, Critical Care, Mental Health and Rehabilitation. Depending on the area of choice the 12 month program will provide either two 6 month rotations or three 4 month rotations.

About Healthcare

Health Care Australia is a subsidiary of Luye Medical Group, the healthcare service division of Luye Group. As a leading pan-Asian healthcare services group, the Health Care management team continues to work with other Luye Executives to explore growth opportunities across South East Asia and China.

We are the third largest corporate private hospital operator in Australia and one of the country's largest privately-owned healthcare organisations. Health Care employs near 7,000 people and operates a portfolio of 37 medical/surgical, rehabilitation and mental health hospitals and day surgeries located in major cities and key regional areas across Australia and one in New Zealand. These include around 2,500 beds and 70 operating theatres. We also provide a range of outpatient services including workplace rehabilitation and community nursing which offer patients flexibility and continuity of care beyond their hospital stay. Health Care is also one of the largest private providers in the mental health sector, offering near 800 beds across Australia.

Our philosophy is simple. We aim to provide people with the right tools, information and services to empower them to take control of their health. Our strong portfolio of businesses work together to deliver premium health services to our valued clients and patients.

Our Hospitals

Our hospitals are designed with a vision for the future .

Health Care operates 37 hospital sites across Australia and New Zealand and offers a range of supporting services including community nursing. Our expertise in the private hospital sector means that we are well positioned to monitor and adapt to the changing needs of health care.

Our group incorporates a multidisciplinary service approach offering a range of inpatient, outpatient and community based health care services along with workplace rehabilitation programs. Our service model ensures that patients have flexibility and continuity of care beyond their hospital stay.



Our People

Health Care is focused on people. With almost 7,000 staff, near 2,500 patient beds and 35 hospitals, our business is all about **people**. We understand that success in the health care sector is attributed to quality staff, doctors and allied health professionals - like minded individuals.

On this basis, we aim to attract health care professionals dedicated to delivering quality care and maintaining our reputation.

We are proud of our friendly, open, honest and supportive culture. Our vision, mission and values encourage employees to proactively participate in the running of our organisation and its ongoing success.

Health Care promotes a culture of open and transparent communications where people are recognised as being the key to our success. We work hard to ensure that our people have the support and facilities to build successful practices and careers. Individuals joining our Group will appreciate:

- ◆ A comprehensive orientation to the Group and relevant site
- ◆ Flexible work hours to ensure a healthy work-life balance
- ◆ Career progression across sites
- ◆ Uniforms
- ◆ Ongoing training and development
- ◆ Open management style - access to key decision makers
- ◆ Fair and equal treatment of all employees
- ◆ Achievements recognised and rewarded
- ◆ International Travel Packages for overseas recruited staff

Our Values

Health Care is committed to building a supportive working environment.

People above all else

Provide our employees, clients and stakeholders with leadership that is inspirational and encourages them to be the best they can be.

We listen, recognise and reward our people's achievements.

Enjoyment through work/life balance

Our philosophy is based on the belief that work/life conflicts impact on employee satisfaction and enjoyment within the workplace.

We focus on providing employees with flexible work arrangements to enable them to participate in the workforce and fulfil their family and lifestyle commitments.

Professional Integrity

Provide a transparent environment where people are treated with dignity, respect and understanding.

We are open and honest in our dealings with fellow employees, our clients and stakeholders.

Optimism, creativity and initiative

We encourage vitality, enthusiasm and creativity from our employees, clients and stakeholders. We believe that diversity breeds a creative and optimistic environment.

Determination to succeed

Provide an environment where people are encouraged to think beyond the traditional boundaries and be the best they can be.

We believe that empowering and supporting our people breeds success.

Commitment

We are committed to working with our employees, patients and stakeholders to promote and advance the organisation in a professional manner.

- ◆ People above all else
- ◆ Balance work / life
- ◆ Professional integrity
- ◆ Optimism, creativity & initiative
- ◆ Determination to succeed
- ◆ Commitment

The New Graduate Nursing Program

Our program, commencing in March 2019, consists of either two 6 month rotations or three 4 month rotations, depending on the clinical areas that you choose.

The program is highly competitive and it is guaranteed that there will be many more applicants than there are positions available. It is therefore necessary to be fully prepared prior to interview. Use this handbook to ensure that you meet the application requirements and supply the required documentation with your application to ensure that you have the best chance of success.

Eligibility

To be eligible for application you must:

- ◆ Have completed either a Bachelor of Nursing or Diploma of Nursing during the past 12 months, or are due to complete your degree/diploma prior to the commencement of the program.
- ◆ Be registered to practice as a Registered Nurse or Enrolled Nurse with the Nursing and Midwifery Board of Australia (NMBA) prior to the commencement of the program.
- ◆ Be an Australian Citizen or hold a visa supporting ongoing full time employment in Australia.

Selection Priority

It is important to note that applicants will be considered on merit with the following priorities considered:

1. Australian Citizens,
Australian Permanent Residents
New Zealand Citizens
Who have undertaken their studies at a NSW University/College.
2. Australian Citizens,
Australian Permanent Residents
New Zealand Citizens
Who have undertaken their studies at an interstate or overseas University/College.
3. International applicants
Temporary Visa holders

Rotation Preferences

The following rotations will be on offer for the 2019 program. Please ensure that you include your preference for rotation in your application.

You will notice that some rotations include placement in different hospitals, when choosing these rotations you must be take into consideration the need to travel if necessary.

Surgical/Medical Rotations – HURSTVILLE PRIVATE HOSPITAL or SHELLHARBOUR PRIVATE HOSPITAL

A 12 month program ideally suited to those wishing to gain a grounding in Day Surgery, Medical and/or Surgical nursing. This program is suitable for both the New Graduate Registered Nurse as well as the New Graduate Enrolled Nurse.

The rotations will consist of two 6 month placements in either Medical, Surgical or Day Surgery units.

Critical Care Rotations – Hurstville Private Hospital

This 12 month program is designed for those wishing to obtain an introduction to Critical Care Nursing. The program is suitable for New Graduate Registered Nurses only and will consist of two 6 month rotations through Coronary Care, High Dependency/Intensive Care and/or the Cardiac Catheter Lab.

Perioperative Rotations – HURSTVILLE PRIVATE HOSPITAL, WOLLONGONG DAY SURGERY or SHELLHARBOUR PRIVATE HOSPITAL

If you have a desire to specialise in Perioperative nursing this is the program for you. Suitable for both New Graduate Registered Nurses and New Graduate Enrolled Nurses, this 12 month program will include Post Acute Care Unit (PACU), Anaesthetics and Scrub/Scout rotations.

Mental Health Rotation – SOUTH COAST PRIVATE HOSPITAL

A 12 month program specialising in Mental Health which includes rotations through speciality areas.

Rehabilitation Rotations – HIRONDELLE PRIVATE HOSPITAL and WESTMEAD PRIVATE HOSPITAL

Hirondelle Private Hospital and Westmead Private Hospital are offering a 12 month Rehabilitation Nursing program. There may also be an opportunity to combine with Hurstville Private Hospital's Surgical Unit.

The Application Process

To be considered for the 2019 program, your application **must include** the following:

A covering letter which clearly outlines:

1. Your rotation preferences.

You may include more than one rotation, in order of preference.

2. Your reasons for application, any relevant experience and what you can bring to the role.

3. Contact details.

These details will be used to contact you for interview. Please ensure that you provide a current Phone Number and Email Address.

A resume outlining:

1. Any recent relevant work experience.
2. Your Educational Qualifications.
3. A minimum of 2 Referees.

Your referees must include a current clinical line manager, supervisor or clinical facilitator.

Submitting Your Application

For applications to the following hospitals:

Hurstville Private Hospital
South Coast Private Hospital
Wollongong Day Surgery
Hirondelle Private Hospital

Please email your completed application and supporting documents to:

Angela Cassady
Nurse Educator
Hurstville Private Hospital
Email: Angela.Cassady@healthcare.com.au

For applications to:

Shellharbour Private Hospital

Please email your completed application and supporting documents to:

Jodie Lenarduzzi
ADON
Shellharbour Private Hospital
Email: Jodie.lenarduzzi@healthcare.com.au

Applications Close on Monday, 3rd September 2018 at 5.00pm

NO LATE APPLICATIONS WILL BE ACCEPTED

Important Dates



Further Information

If you require clarification or any further information regarding the New Graduate Program, please do not hesitate to contact:

Angela Cassady
Nurse Educator
Hurstville Private Hospital

Phone: 9579 7795

Email: Angela.Cassady@healthecare.com.au