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Core Duties list and Exclusion list

RUSON (Registered Undergraduate Student of Nursing) Employment Model



Australian
Nursing &
Midwifery
Federation
VICTORIAN BRANCH



What is a RUSON?

A person currently enrolled at a University to undertake undergraduate nursing study, who is registered with AHPRA as a student nurse, and who at commencement, has successfully completed not less than twelve months of the Bachelor of Nursing Degree (Clause 106.1 current EA)

RUSONs can only undertake activities that have been delegated and supervised by a registered nurse in accordance with the *NMBA Registered nurse standards for practice* (2016) (<http://www.nursingmidwiferyboard.gov.au/documents/default.aspx?record=WD16%2f19524&dbid=AP&chksum=R5Pkrn8yVpb9bJvtpTRe8w%3d%3d>) and the *NMBA Decision Making Framework for Nursing and Midwifery* (<https://www.nursingmidwiferyboard.gov.au/documents/default.aspx?record=WD19%2f29157&dbid=AP&chksum=9LilUkdFvM5AJeKlaJZd1A%3d%3d>)

Registered nurses can only delegate aspects of care to a RUSON, which are consistent with the educational preparation, skill level and assessed competencies of the RUSON.

Clinical assessment of patients must be conducted by the RN responsible for delegation.

RUSONs are not to be given sole allocation of patients.

RUSONs can work shifts of 4 hours or more (morning and evening) and 10 hours (nights), Monday to Sunday.

The following Core Activity List has been developed to assist staff to understand the activities a RUSON may undertake under the delegation and supervision of the registered nurse. In exercising clinical judgment, the registered nurse will also take into account the patient's acuity and risk of clinical deterioration.

Core Activity List

Area of care	Activity
Hygiene	<ul style="list-style-type: none"> • Assist with oral hygiene – brushing teeth, dentures, mouth wash/toilet • Assist with simple eye care – eye toilet • Assist with brushing and washing hair (Exclusion – spinal, head and neck surgery and/or related injuries) • Assist with showering, washing and bed baths • Assist with dressing and undressing • Shaving (Exclusion: patients with facial/neck surgery or injuries) • Grooming – non-medicated skin care and make up • Removal of make-up and nail polish for procedures • Hand-hygiene • Pre-operative site preparation
Toileting	<ul style="list-style-type: none"> • Change incontinence pads or aids • Empty, record and provide urinary bottle • Empty, record and provide urinal pans • Empty, record and provide commode chair • Empty and record urinary catheter bag drainage (Exclusion: 1/24 urine measures, CBWO) • Change of IDC anchoring device (i.e. Flexitrack) (Exclusion: urinary surgery patients) • Document and report elimination amounts to Registered Nurse • Apply, empty and record condom drainage • Assisting patient with emptying of long term ostomy bags (Exclusion: Stomas < 6 months old)
Manual Handling & Mobility	<ul style="list-style-type: none"> • Assist with patient transfers, sitting patients out of bed/on toilet/commode • Assist patients to change position in bed • Assist with provision of pressure area care (including assist with log roll) • Mobilising patients (assisted up to independent) • Assist in the use of manual handling hoists/aids • Assist allied health professionals e.g. – with mobility, re-apply braces • Escort for discharge i.e. – transit/discharge lounge, or to hospital exit points (Exclusion: Patients awaiting transfers to other facilities)
Nutrition	<ul style="list-style-type: none"> • Assist patients with menu selection • Assist with safe meal set up, cut up food, adjusting table and opening packages • Assist with feeding patients (Exclusion: High risk patients with feeding difficulties, parenteral or enteral nutrition) • Provide water/refilling water jugs or making drinks for patients (Exclusion: patients with fluid restrictions, dysphagia, modified diet/fluids or nil orally)

Area of care	Activity
Environment	<ul style="list-style-type: none"> • Ensure falls prevention strategies are in place – call bell, phone, bedside table in reach, bed lowered, trip hazards removed • Maintain safe and tidy ward environment – putting equipment away, changing linen bags, cleaning and tidying utility rooms • Placing flowers in vases, water changes for flowers/vases • Making beds
Communication	<ul style="list-style-type: none"> • Answering call bells including staff assist • Reporting and/or escalating all care and concerns to supervising registered nurse/s • Clerical answering and transferring calls/intercom (Exclusion: Advice, clinical or confidential information) • Referring all aspects of care out of scope to RN • Direct visitors to ward or RN for assistance • Respond to, and report emergencies as per hospital policy • Attend handover and local team meetings or education sessions • Orientate patient and family/carers to ward environment • Provide orientation/welcome packs to new patients • Seek regular feedback from supervising RN/s and reflect on practice
Documentation	<ul style="list-style-type: none"> • Complete fluid balance chart: Oral input and urine output, report to RN • Complete food chart – dietary and fluid intake • Complete bowel chart – output and report to RN • Complete weight and height and report to RN • Assist in the documentation of valuables • Assist in completing bedside communication boards • Complete incident reporting as per local hospital policy
Maintenance	<ul style="list-style-type: none"> • Restock non-emergency supplies and equipment • Cleaning and putting away equipment between use i.e. – infusion pumps, bed frames • Equipment maintenance • Battery changes – i.e. hearing aids • Calibration of glucometer
Patient watch / Constant patient observer or similar role	<ul style="list-style-type: none"> • Year 1 RUSON – Meal relief only for low level risk (i.e. not EN/ RN) • Year 2 onwards – May work as a patient watch/CPO aggression (low level risk only i.e. not requiring a EN/RN) provided managing clinical aggression education has been completed
Other duties	<ul style="list-style-type: none"> • Diversional therapy/reading to patients • Assist in the care of the deceased patient • Packing and unpacking patient belongings • Attend professional development sessions • Attend and report at staff meetings • Initiate emergency response alarms as per organisational policy • Running simple errands within hospital grounds • Measurement and application of anti-embolic stockings • Conducting ward audits and surveys • Assist RN with community visits and care • Observation of nursing procedures performed by EN/RN if time permits

Exclusion List

The following aspects of care **cannot be delegated** to a RUSON as part of the RUSON Employment Model

Area of care	Activity
Hygiene	<ul style="list-style-type: none"> • Shaving patients with facial / neck surgery or injuries • Washing hair for patients with spinal, head and neck surgery or injuries • Cutting/trimming nails
Toileting	<ul style="list-style-type: none"> • Changing ostomy bags
Manual Handling	<ul style="list-style-type: none"> • Head control for log rolling • Transport of patients awaiting transfer to other facilities
Nutrition	<ul style="list-style-type: none"> • Feeding patients with difficulties, or receiving parenteral or enteral nutrition • Refilling of water jugs or making drinks for patients on fluid restrictions, with dysphagia, modified diet/fluids or nil orally
Environment	<ul style="list-style-type: none"> • Checking emergency equipment (resuscitation trolley and bedside oxygen/suction/air)
Communications	<ul style="list-style-type: none"> • Provide clinical information and advice to patients or families • Taking verbal clinical orders from unregulated health care workers, administrative, medical or allied health staff • Accepting delegated duties from an enrolled nurse (EN) • Taking verbal pathology results via telephone
Documentation	<ul style="list-style-type: none"> • Completing progress notes • Documenting on general observation charts • Completing patient details for handover sheets
Maintenance	<ul style="list-style-type: none"> • Restocking emergency supplies in resuscitation trolley • Restocking medicine supplies
Other	<ul style="list-style-type: none"> • Patient escorts, unless outlined in core duties list • Patient assessment including – risk assessments, vital signs, blood glucose levels, urinalysis, collection and labelling of specimens • Care of complex patients • Medication administration (all routes, including drops and topical creams) • Intravenous therapy management • Oxygen therapy • Suctioning • Wound management • Tracheostomy management • Emptying of wound and ICC drainage bags • Prescribed hair treatments • Allocated as CPO/Patient watch staff member for high risk patients (those requiring RN/EN or security services)

Authorisations

Employee:

**Department
Manager:**

Chief Executive Officer/Director:

Date

Written:

Date

Revised:



For more information: