

2023 Mayo and Forster Regional Graduate Program Handbook for Registered Nurses



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TABLE OF CONTENTS

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

Welcome

This handbook is designed to assist with the information required for the application process for the 2023 Mayo and Forster Regional Graduate Nursing Program.

The Mayo and Forster Private Hospitals have combined their New Graduate Program allowing nurses to broaden their experience across the two acute Healthcare hospitals within the Manning Region.

This association allows for various employment opportunities in clinical specialties such as Acute Surgical and Medical, Perioperative, Coronary Care, Oncology, Rehabilitation, Mental Health and Dialysis. Depending on the area of choice the 12 month program will provide either two 6 month rotations or four 3 month rotations.

About Health Care

Health Care Australia is a part of the Pacific Equity Partners group which was founded in 1998. The firm has A\$6.8 billion in assets under private management. It is the largest Private Markets fund manager in Australasia.

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 nearly 5000 people and operates a portfolio of 19 medical/surgical and day surgeries located in major cities, and key regional areas across Australia and one in New Zealand. This includes around 1200 beds and 80 operating theatres.

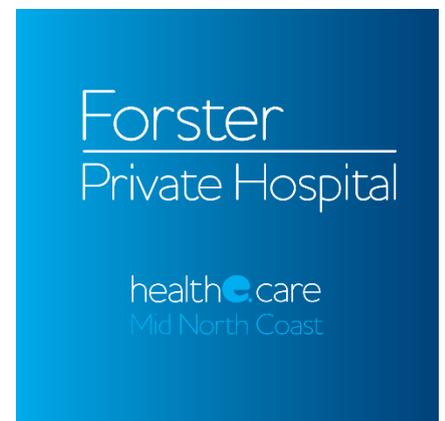
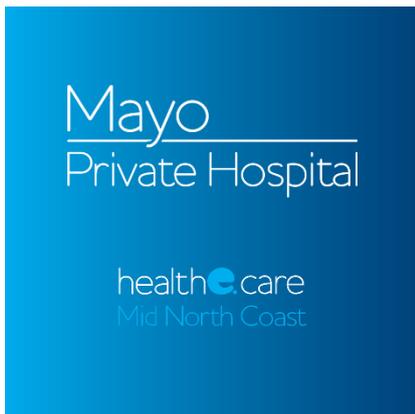
Our philosophy is simple. We aim to provide people with the right tools, information and services to empower them to take control of their health. Our strong portfolio of businesses work together to deliver premium health services to our valued clients and patients.

Our Hospitals

Our hospitals are designed with a vision for the future.

Health Care operates 19 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 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

Our People

Health Care is focused on people. With almost 5000 staff, near 1200 patient beds and 19 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
- ✓ Participative management style - access to key decision makers
- ✓ Fair and equal treatment of all employees
- ✓ Achievements recognised and rewarded

Mayo/Forster Private Vision and Mission statement

Vision: To become a leading provider of health care and related services.

Our group will be renowned for its duty of care, quality services, sound fiscal management and robust corporate governance. We will become the employer of choice while we continue to support and build strong ties within our communities.

Mission: To improve and sustain people's health.

Health Care is committed to improving and sustaining people's health through its network of hospitals and related services. Our group will continue to expand its service offerings through acquisition and organic growth to become a leading provider of health care and related services.

We will promote preventative care and wellbeing through the delivery of personal health management services and occupational health and safety programs. We will continue to deliver a safe, flexible and supportive working environment across our entire group and engage in activities to support local communities and the environment.

The Regional Graduate Nursing Program

Our program, commencing 27th February 2023 consists of either two 6 month rotations or three 4 month rotations, depending on the clinical areas that are agreed upon. This commencement date allows for APHRA to complete the registration process for Registered Nurses who have completed their studies in 2022.

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.

We can offer you the following:

- ✓ 12 month contract at 0.8 FTE
- ✓ 2 x 6 month rotations (dependent on specialty area)
- ✓ A structured rotation including medical, surgical, rehabilitation, mental health, anaesthetics, recovery and operating theatres (scrub/scout).
- ✓ Inspirational leadership with preceptorship and dedicated Regional Coordinator
- ✓ Time to engage in critical thinking and reflective practice
- ✓ A supportive clinical environment which links knowledge to practice
- ✓ Opportunity to work with the best specialists and clinical professionals in our region
- ✓ Career progression at Mayo/Forster or our Health Care facilities throughout Australia
- ✓ Comprehensive orientation and educational support
- ✓ 3 in-house paid study days
- ✓ Supernumerary days at beginning of each rotation

Eligibility

To be eligible for application you must:

- ◆ Have completed a Bachelor of Nursing during the past 12 months, or are due to complete your degree prior to the commencement of the program.
- ◆ Be registered to practice as a Registered 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 2023 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. Some specialty rotations are dependent on the applicant and not a guaranteed entry (perioperative, oncology, dialysis, mental health).

Surgical/Medical/Rehabilitation Rotations	MAYO PRIVATE HOSPITAL FORSTER PRIVATE HOSPITAL
Perioperative Rotations	MAYO PRIVATE HOSPITAL FORSTER PRIVATE HOSPITAL
Rehabilitation Rotations	MAYO PRIVATE HOSPITAL FORSTER PRIVATE HOSPITAL
Dialysis Rotation	MAYO PRIVATE HOSPITAL
Oncology Rotation	FORSTER PRIVATE HOSPITAL

The Application Process

To be considered for the 2023 program, your application **must include** the following:

A cover letter which clearly outlines:

1. Your rotation preferences.

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

2. The selection criteria:

- ✓ Display high level interpersonal, verbal and written communication skills
- ✓ Demonstrate clinical knowledge and clinical problem solving abilities
- ✓ Demonstrate ability to work within a team
- ✓ Exhibit understanding of the professional, ethical and legal requirements of the role
- ✓ Demonstrate understanding of the role in applying continuous improvement to quality and safety
- ✓ Demonstrate application and understanding of Health Care core values
- ✓ Exhibit understanding the demands of the profession and how you would manage this

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 clinical References.

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

Submitting Your Application

For applications to the following hospitals:

Mayo Private Hospital
Forster Private Hospital

Please email your completed application and supporting documents to:

jody.quiring@healthecare.com.au

**Applications Close Friday 2nd September 2022 5:00pm NO
LATE APPLICATIONS WILL BE ACCEPTED**

Further Information

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

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