

RUSON (Registered Undergraduate Student of Nursing) Employment Model - Core Duties and Exclusion List

March 2022

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 *Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2020-2024* (or equivalent undergraduate program of study leading to registration with AHPRA as a registered nurse, including the Master of Nursing Practice, or Bachelor of Nursing/Midwifery double degree)

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) [Nursing and Midwifery Board of Australia - Registered nurse standards for practice \(nursingmidwiferyboard.gov.au\)](https://www.nursingmidwiferyboard.gov.au) 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.

In order to balance the RUSONs academic obligations and the needs of the Employer, the rostered work of students will be in shifts of not less than four hours on day or evening shifts, or 10 hours on night shifts, 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.

RUSON's should only be allocated to Special Care Nurseries where a separate duties/exclusion list has been agreed with the Australian Nursing and Midwifery Federation.

Core Activity List

The RUSON works as an assistant to the health care team in all wards (including COVID, SCOVID and emergency departments, with final year RUSONs prioritised for these settings).

These following activities can be delegated in accordance with the professional judgement of the supervising registered nurse and in accordance with the level of achieved educational preparation and assessed competence through university studies of the individual RUSON.

Area of care	Activity
Hygiene	<ul style="list-style-type: none">• Oral hygiene – brushing teeth, dentures, mouth wash/toilet• Simple eye care – eye toilet• Brushing and washing hair (exclusion – spinal, head and neck surgery and/or related injuries)• Showering, washing and bed baths• 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 RN• Apply, empty and record condom drainage• Assisting patient with emptying of long-term ostomy bags (exclusion: stomas < 6 months old)

Area of care	Activity
Manual Handling & Mobility	<ul style="list-style-type: none"> • Assist with patient transfers, sitting patients out of bed/ontoilet/commode • Assist patients to change position • Provision of pressure area care (including assist with log roll) • Mobilising patients (assisted up to independent) • Use manual handling hoists/aids • Assist allied health professionals to help patients e.g. – with mobility, and to apply orthoses/splints/braces as prescribed by the treating professional • Assist with application of plaster of paris and/or softcast • Escort for discharge i.e. – transit/discharge lounge, or to hospital exit points (exclusion: Patients awaiting transfers to other facilities) • Transfer of patients from cubicles to waiting areas or from emergency to fast-track area • Transfer of patients to a waiting vehicle in the carpark
Nutrition	<ul style="list-style-type: none"> • Assist patients with menu selection where appropriate • Undertake safe meal set up, cut up food, adjusting table and opening packages if required • 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)
Environment	<ul style="list-style-type: none"> • Ensure falls prevention strategies are in place – call bell, phone, bedside table in reach, bed/trolley lowered, trip hazards removed • Maintain safe and tidy department environment – putting equipment away, changing linen bags, cleaning and tidying utility rooms • Making beds/trolleys
Communication	<ul style="list-style-type: none"> • Answering call bells including staff assist • Reporting and/or escalating all care and concerns to supervising RN/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 department environment • Seek regular feedback from supervising RN/s and reflect on practice

Area of care	Activity
Documentation	<ul style="list-style-type: none"> • Complete fluid balance chart: Oral input and urine output, report to RN • Complete food and bowel charts • Complete weight and height and report to RN • Assist in the documentation of valuables • Assist in completing communication boards • Complete incident reporting as per local hospital policy • Access and undertake documentation in Electronic Medical Record
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 • 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 RUSON onwards – may work as a patient watch/CPO aggression (i.e. low level risk only not requiring a RN/EN) provided managing clinical aggression education has been completed and a risk assessment has been undertaken by the supervising RN
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 department audits and surveys • Observation of nursing procedures performed by RN/EN if time permits
COVID-19 close contact tracing, specimen collection (oropharyngeal and	<ul style="list-style-type: none"> • Collecting specimens for COVID-19 testing including obtaining oropharyngeal and deep nasal swabs (exclusion: serology testing is excluded) • Completing non-invasive temperature checks and documenting findings and contact details • Undertaking tracing of persons who are deemed to be close contacts of suspected or confirmed cases of COVID-19

Area of care	Activity
nasal swabs) and non-invasive temperature testing	
Personal Protective Equipment (PPE) Spotter	<p>Undertaking PPE Spotter activities consistent with the PPE Spotter Position Description published by the Healthcare Infection Prevention & Wellbeing Taskforce, including:</p> <ul style="list-style-type: none"> • Spotting and supervision of appropriate use of PPE, including observing, guiding, correcting technique during donning and doffing. • Formal and informal monitoring and auditing of appropriate use of PPE within clinical settings (e.g. when providing care to patients) and non-clinical settings (e.g. breakrooms, cafes). • Working with and supporting the Quality and Safety/Infection Prevention and Control/COVID-19 Response Team (or other relevant area(s)) with: <ul style="list-style-type: none"> ○ Undertaking risks assessments through audits and spot checks on adherence to infection prevention measures (such as physical distancing) including proposing and implementing remedial actions, where required, as part of a continuous improvement process to support behavioural change. ○ Training and promotional activities to create the conditions for workplace culture and behaviour change (e.g. information sessions, emails, posters). ○ Ongoing education and knowledge improvement of staff aligned with current public health advice. ○ Responding to occupational health and safety issues for staff experiencing skin and/or pressure injuries associated with prolonged use of PPE.
Clinical Practice Extension Contribution to patient assessment	<p>Where the RUSON has completed the services' competency assessment and completed the necessary education relevant to the duty, as part of their bachelor program, the RUSON may perform the following duties as delegated in appropriate contexts only by supervising RN:</p> <ul style="list-style-type: none"> • Vital signs • Blood glucose levels • Urinalysis • Simple wound dressing <p>For RUSON's working in emergency departments in line with the requirements outlined above:</p> <ul style="list-style-type: none"> • Transfer of stable patients to radiology (no infusions, cardiac and invasive monitoring or C-spine mobilisation (e.g. X-rays

Area of care	Activity
	of simple fractures \ abdominal X-rays etc.)
COVID 19 Vaccination	<p>RUSON's are able to participate in vaccination programs in line with COVID-19 vaccine Public Health Emergency Orders (PHEOs) that are in place until 20 August 2022 (unless revoked earlier). The PHEOs are published in Special Gazette No. S77 17 February 2022 available at: GG2022S077.pdf (gazette.vic.gov.au)</p> <p>Activities can include:</p> <ul style="list-style-type: none"> • reconstitute COVID-19 VACCINE in accordance with the manufacturer's instructions and transfer to a single-use syringe • label the syringe for administration (where the product is not labelled when delivered) • administer COVID-19 VACCINE to persons approved as eligible to receive the vaccine <p>More information is available at: https://www.coronavirus.vic.gov.au/victorian-covid-19-vaccination-guidelines.</p>

Exclusion List

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

Area of Care	Activities
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 careworkers, administrative, medical or allied health staff • Accepting delegated duties from an EN • Taking verbal pathology results via telephone
Documentation	<ul style="list-style-type: none"> • Completing progress notes • Completing patient details for handover sheets
Maintenance	<ul style="list-style-type: none"> • Restocking emergency supplies in resuscitation trolley • Restocking medicine supplies

Other

- Patient escorts, unless outlined in core duties list
 - Care of complex patients
 - Medication administration (all routes, including drops and topical creams)
 - Intravenous therapy management
 - Oxygen therapy
 - Suctioning
 - Complex 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)
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Authorisations

Employee:

Department Manager:

Executive Director of Nursing/Director of Nursing:

Date written:

Date revised: