



Government of **Western Australia**
Department of **Health**

Assistant in Nursing Duties (Maternity setting)

January 2022

1.0 Introduction

This document is mandatory for the interpretation and application of MP 0080/18 Assistant in Nursing Policy (the Policy), specifically in the maternity setting.

Assistants in Nursing (AIN) are a category of non-regulated healthcare workforce. The role of the AIN is to assist in the delivery of patient care in the acute care or aged care environment. AIN must work under the direction of a nurse or midwife. They are a complementary workforce and not a substitute for the number of nurses or midwives employed under current workplace arrangements.

There are two AIN pre-requisite pathways to facilitate employment – AIN (student) and AIN (non-student) as outlined in the Policy. Employment as an AIN (Student) must cease following the completion of the Nursing and Midwifery Board of Australia (NMBA) approved program.

2.0 AINs in Maternity Setting

All duties and tasks are to be delegated and performed under the Midwife's supervision and direction with adherence to local policy and guidelines.

AINs will be provided with a copy of this *Assistant in Nursing Duties (Maternity setting)* document on commencement of their employment.

AINs must not perform duties not listed within the *Assistant in Nursing Duties (Maternity setting)* document.

The Health Service Provider may establish limitations on the duties its AINs may perform, and this will be clarified through local policy.

3.0 Assistant in Nursing Duties (Maternity)

The following duties are applicable to all AIN employed by WA Health in the maternity setting. Duties specific to the “Mother” and/or “Baby” are allocated to each duty.

Duties	Description of Duties	
Meals Assistance	<ul style="list-style-type: none"> ▪ Safe positioning of patients to receive meals ▪ Refilling of water jugs/making drinks and ensuring water is within reach ▪ Records fluid intake on Fluid Balance chart – Midwife to countersign 	<ul style="list-style-type: none"> ▪ Mother
	<ul style="list-style-type: none"> ▪ Dietary Assistance – Set up meals and assist as required <ul style="list-style-type: none"> • Expressed Breast Milk Management – Assisting with collection of expressed breast milk as per local hospital policy and procedure • Formula – Breast Milk Substitute (BMS) feed preparation noting single use teats and prepared formula 	<ul style="list-style-type: none"> ▪ Mother ▪ Baby
Assistance with care as required	<ul style="list-style-type: none"> ▪ Assists with: <ul style="list-style-type: none"> • showering/sponging/washes after caesarean section and vaginal birth • oral hygiene • glasses & hearing aids • hair care ▪ Observation of skin integrity and reporting of skin condition to Midwife 	<ul style="list-style-type: none"> ▪ Mother
	<ul style="list-style-type: none"> ▪ Assists dressing 	<ul style="list-style-type: none"> ▪ Mother ▪ Baby (nappy changes and dressing)
Assistance with positioning and mobility	<ul style="list-style-type: none"> ▪ Assist Midwife with manual handling tasks ▪ Reapplication of TEDs ▪ Transfer and positioning - bed to chair / wheelchair – post assessment and as per mobility chart within scope of practice <ul style="list-style-type: none"> • assist with visits to Special Care Nursery or Neonatal Unit ▪ Positioning in bed – post caesarean (awareness) 	<ul style="list-style-type: none"> ▪ Mother
	<ul style="list-style-type: none"> ▪ Transfer and positioning – in cot, handing baby to mother or returning baby to cot ▪ Positioning in bed – cot positioning as per safe sleeping education 	<ul style="list-style-type: none"> ▪ Baby

Assisting with toileting	<ul style="list-style-type: none"> ▪ Assists to toilet ▪ Provides bedpan ▪ Catheter care (not insertion or removal) as per local hospital policy ▪ Emptying, measuring and recording output from urine bags in Fluid Balance Chart - Midwife to countersign ▪ Report fluid intake and output to Midwife ▪ Collection of urine, sputum and faecal specimens (excluding Mid-Stream Urine specimen) 	<ul style="list-style-type: none"> ▪ Mother
Observation	<ul style="list-style-type: none"> ▪ Urinalysis ▪ Simple wound care/dressing (specific to AINs with Certificate III in Health Services Assistance-Acute Care) NOT Caesarean section or perineal wounds ▪ (**AIN with Certificate III in Individual Support (Ageing) must not perform this duty) Basic Life Support – as first responder in Code Blue situation – Call for help ▪ Report any adverse change in condition as observed or reported by mother <ul style="list-style-type: none"> • Post-Partum Haemorrhage, Hypertensive crisis, any concerns 	<ul style="list-style-type: none"> ▪ Mother
	<ul style="list-style-type: none"> ▪ Report any adverse change in condition as observed or reported by mother <ul style="list-style-type: none"> • Colour change, choking, floppy, not breathing, abnormal breathing, skin 	<ul style="list-style-type: none"> ▪ Baby
	<ul style="list-style-type: none"> ▪ Weight 	<ul style="list-style-type: none"> ▪ Mother ▪ Baby (as second checker)
Documentation	<ul style="list-style-type: none"> ▪ Ensure all information recorded in appropriate chart and reported to Midwife 	<ul style="list-style-type: none"> ▪ Mother - postnatal care pathway ▪ Baby
	<ul style="list-style-type: none"> ▪ Reports and completes local OSH / hazards form with assistance as per local policy 	
Communication with Mother and Family	<ul style="list-style-type: none"> ▪ Orientation to the ward area and routines ▪ Reflect commitment to rights and responsibilities of the mother and family ▪ Answer call bells in timely manner ▪ Escort duties in postnatal area according to local policy for postnatal assessment 	<ul style="list-style-type: none"> ▪ Mother

	<ul style="list-style-type: none"> ▪ Escort duties in postnatal area according to local policy as required i.e. when Mother in social work meeting etc. 	<ul style="list-style-type: none"> ▪ Baby
	<ul style="list-style-type: none"> ▪ Respects rights and dignity of the individual and family ▪ Maintenance of confidentiality 	<ul style="list-style-type: none"> ▪ Mother ▪ Baby
Communication with Team	<ul style="list-style-type: none"> ▪ Reporting of any observed family / mother conflict or concerns to Midwife - noting Family and domestic violence ▪ Notifies Midwife of alarming IV pumps – does NOT turn alarm off (*AIN with Certificate III in Individual Support (Ageing) must not perform this duty) 	<ul style="list-style-type: none"> ▪ Mother
	<ul style="list-style-type: none"> ▪ Identify and reporting of observed risks – safe sleeping 	<ul style="list-style-type: none"> ▪ Baby
	<ul style="list-style-type: none"> ▪ Contribute to Handover as appropriate ▪ Reports all incidents immediately to Midwife ▪ Report any family care concerns to Midwife with special attention to Family and domestic violence ▪ Identify and reporting of observed risks i.e. footwear, cluttered environment, falls, faulty equip, etc. ▪ Communicates effectively and accurately with Midwife when reporting and acquiring clinical information and data 	<ul style="list-style-type: none"> ▪ Mother ▪ Baby
Environmental Maintenance	<ul style="list-style-type: none"> ▪ Prepares discharge beds ▪ Prepares post-op beds (*AIN with Certificate III in Individual Support (Ageing) must not perform this duty) ▪ Uses appropriate equipment and maintains safety whilst using e.g. hoist safety, wheelchair use and safety, Commode use and safety and hover mat. ▪ Cleans, restocks areas & trolleys as directed by Midwife (area Specific e.g. linen trolley, treatment room) <ul style="list-style-type: none"> • CTG Machines, Breast Pumps, Observation machines, Oxygen Saturation monitor 	<ul style="list-style-type: none"> ▪ Mother
	<ul style="list-style-type: none"> ▪ Cleans, restocks areas, equipment & trolleys as directed by Midwife <ul style="list-style-type: none"> • Transcutaneous Bilirubinaemia meter (TCB), Oxygen Saturation monitor 	<ul style="list-style-type: none"> ▪ Baby

	<ul style="list-style-type: none"> ▪ Bed making ▪ Adheres to 5 Moments of Hand Hygiene ▪ Maintains cleanliness in surrounds ▪ Applies Infection Prevention and Management (IP&M) principles including Donning & Doffing ▪ Keeps clinical areas and equipment clean as directed by Midwife (Area Specific e.g. Treatment rooms, dirty utility rooms) 	<ul style="list-style-type: none"> ▪ Mother ▪ Baby
General	<ul style="list-style-type: none"> ▪ Escorting at Midwife discretion (excluding with O2 and IV therapy) ▪ Adhere to policies and procedures at all times ▪ Companionship (only supervision of baby when Mother leaves maternity area for meetings or investigations) 	<ul style="list-style-type: none"> ▪ Mother ▪ Baby
COVID-19 Related Tasks	<ul style="list-style-type: none"> ▪ COVID-19 screening of patients, visitors and staff including but not limited to: <ul style="list-style-type: none"> ○ epidemiological questions regarding exposure risk to COVID-19 ○ symptom questions ○ temperature checking ○ vaccination status ▪ Rapid antigen testing (RAT) – collection of intranasal or saliva swabs and perform point of care (POC) testing [Sites to provide training on POC testing policy and procedure] ▪ Personal Protective Equipment (PPE) checks and spotting ▪ Other related COVID-19 tasks as directed by the Nurse or Midwife and Health Service Provider. 	<ul style="list-style-type: none"> ▪ Mother ▪ Visitors

This document can be made available in alternative formats on request for a person with a disability.

© Department of Health 2022

Copyright to this material is vested in the State of Western Australia unless otherwise indicated. Apart from any fair dealing for the purposes of private study, research, criticism or review, as permitted under the provisions of the *Copyright Act 1968*, no part may be reproduced or re-used for any purposes whatsoever without written permission of the State of Western Australia.