



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Home Care Registered Nurse	
Position Number(s)	Community	Division/Region(s)
47-9407	Inuvik	Continuing Care Services/ Beaufort Delta Region

PURPOSE OF THE POSITION

The Home Care Nurse (HCN) is responsible for providing comprehensive nursing services to residents of Inuvik in accordance with current NWT and Canadian legislation, standards of nursing practice and clinical practice guidelines from the GNWT Department of Health and Social Services, the Registered Nurses Association of the Northwest Territories and Nunavut (RNANT/NU) and the Community Health Nurses of Canada (CHNC). The HCN provides services according to the mission, values, strategic plan, administrative directives and standard operating procedures of the Northwest Territories Health and Social Services Authority (NTHSSA).

The role of the Home Care Nurse is to protect, restore and/or maintain health or provide end of life care for Home Care clients with a broad array of diagnoses across the lifespan and the health-illness continuum, using the principles of primary health care, preventive, curative, maintenance and comfort nursing interventions, education, communication and support for the informal caregiver. The Home Care Nurse promotes community wellness through health promotion, prevention, screening and intervention activities.

SCOPE

The Northwest Territories Health and Social Services Authority (NTHSSA) is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłıchǫ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-aboriginals. Health and social services includes the full range of primary, secondary and tertiary health services and social services including family services, protection services, care placements, mental health, addictions, and developmental activities, delivered by more

than 1,400 health and social services staff.

While the Tłıchǵ Community Services Agency (TCSA) will operate under a separate board and Hay River Health and Social Services Agency (HRHSSA) will in the interim, the NTHSSA will set clinical standards, procedures, guidelines and monitoring for the entire Northwest Territories. Service Agreements will be established with these boards to identify performance requirements and adherence to clinical standards, procedures, guidelines and policies as established by the NTHSSA.

Under the direction of the Minister of Health and Social Services, the NTHSSA is established to move toward one integrated delivery system as part of the government's transformation strategy.

The NTHSSA-BDR provides and supports the delivery of health care and social services to adults and children on an inpatient, outpatient, and outreach basis in order to enhance healthy community well-being through excellence, accountability and respect for regional diversity. The NTHSSA-BDR directly and contractually employs over 300 staff in the Beaufort Delta Region who deliver these services in eight communities through the Inuvik Regional Hospital, seven community health centres, and seventeen other sites including social services and dental therapy offices, public health clinics and various group homes. There are approximately 7500 residents in the Beaufort Delta region.

Located in Inuvik and reporting to the Regional Manager, Continuing Care, the HCN is a registered nurse with advanced education and experience beyond the scope of a graduate nurse. This expanded role demands independent thinking, judgment and critical decision-making skills for the delivery and management of nursing care for home care clients.

The HCN works independently and collaboratively in the community. In comparison to the hospital setting, physicians and other supportive resources are not readily available to the nurse. The HCN models and promotes excellence through the hands on delivery of nursing care to residents of Inuvik. The Home Care Nurse may be assigned to all of the program areas (Wound Care, Palliative Care, Chronic Care, Foot Care and Home Intravenous Therapy). The incumbent independently makes six to eight home visits a day and coordinates the care of 15-25 clients concurrently. It is the incumbent's responsibility to set priorities, develop work plans and manage workloads, while balancing each individual client's need, complexity and acuity.

The HCN initiates, coordinates, manages and evaluates the resources needed to promote the client's maximum level of health and function. Complex procedures and treatments are performed within very unpredictable home environments. The nurse must have the experience, skill, knowledge and confidence to deliver comprehensive nursing services, including palliative care in the home setting, working with the professional care team, the family caregivers and family dynamics

Appropriate problem-solving and decision-making have a direct impact on improving a client's level of health and maintaining partnerships with the client, family and community.

Decisions frequently prevent complications and allow for early intervention, resulting in cost-savings of significant magnitude to the health system as a whole.

The HCN, as part of an inter-disciplinary team, is expected to communicate with a wide variety of health and social service providers within NTHSSA, pharmacies, community organizations, Southern acute and rehabilitation units, and the general public. Staff is called upon to provide expert advice in their complex and specialized program areas to other health care professionals. The position has the expectation for continuous expansion of the depth and breadth of knowledge and skill.

RESPONSIBILITIES

1. Provides comprehensive nursing care in the community setting to assist clients in achieving optimum health and quality of life in situations of chronic disease, acute illness, injury or through the process of dying, using basic and advanced nursing knowledge and skills in one or more specialty areas, including wound care, palliative care, home intravenous therapy, or chronic illness.

- Assesses the client and family's physical, emotional, intellectual and spiritual needs
- Determines the need for home care nursing services and admit or discharge the client as appropriate
- Identifies supports available to the client, such as community organizations, occupational therapy, mental health counseling, etc.
- Develops a treatment plan that incorporates the client's goals, needs, support systems, treatment and interventions, and the resources required to achieve these goals
- Makes referrals to other health care professionals to ensure early diagnosis and prompt intervention
- Coordinates the implementation of the care plan
- Performs nursing interventions and transferred lab or medical functions
- Provides case management on clients' health related matters
- Facilitates communication among client, family and other health care providers
- Uses problem-solving skills to overcome obstacles in delivery of client care and enhancement of client independence e.g. transportation, dressing supplies, medication safety
- Evaluates care on an ongoing basis to determine its effectiveness and appropriateness, and make changes as indicated

2. Participates in the ongoing development, delivery, evaluation and improvement of Continuing Care (home care) programs and services.

- Maintains current expertise in program areas, e.g. wound care, palliative care, home intravenous program, chronic disease management
- Acts as a resource for home health knowledge and practice (for example, wound care, palliative care, home intravenous) for health care providers in other communities.
- Participates in meetings within the NTHSSA and with community organizations, as

required

- Under the direction of the Manager, participates in interdisciplinary committees responsible for researching, developing and evaluating programs, including their associated forms, clinical policies and procedures
- Researches, develops, revises and evaluates educational resources necessary to support clients
- Researches, develops and presents information for in-service programs within the Continuing Care (home care) Program, NTHSSA and other agencies in the community
- Participates in the advancement of home health nursing practice by acting as a mentor and preceptor for students and new practitioners from Territorial and other Canadian nursing programs
- Assists with orientation of new employees to the Continuing Care (Home Care) Program
- Participates in special projects and research, as requested

3. Performs administrative functions that contribute to the effective functioning of the Continuing Care (home care) Program.

- Acts as a functional supervisor of Home Support Workers.
- May be delegated to act on behalf of the Regional Manager of Continuing Care
- Maintains current Home Care charts with updated information as a legal and communication record
- Enters statistical information into Health Suite in a timely manner
- Maintains records related to hours worked, use of personal and office vehicles, services provided to clients without NWT health care coverage and other records as required
- Collects and document demographic and statistical information

4. Work Place Health and Safety: Employees of the Authority are committed to creating and maintaining a safe and respectful workplace for employees and patients/clients. Building a safe and respectful workplace is everyone's responsibility.

- All employees and contractors have a professional and personal responsibility to perform their duties to health and safety regulations, standards, practices and procedures.
- All stakeholders (management, staff, Union of Northern Workers, and Workplace Safety and Compensation Commission) need to ensure our Workplace Health and Safety Committee works effectively, with a shared purpose of continuous quality improvement in health and safety
- All Managers play an active role in workplace health and safety through their daily management: identifying prevention opportunities, ensuring staff are trained in Risk Monitor Pro or other incident reporting systems, investigating potential risk and accidents, and applying timely corrective measures.
- A healthy workplace, where employees can provide quality service under safe conditions, is the right thing to do and makes good business sense.

WORKING CONDITIONS

Physical Demands

Carrying supplies and/or equipment, weighing up to 50 pounds, up and down stairs, in and out of vehicles and homes.

Assisting clients with ambulation or transfers or providing personal care as needed.

Driving, standing or performing client assessment or care while bending and standing in awkward positions or in cramped space for approximately 80% of each working day.

Environmental Conditions

Exposure to unsanitary conditions, cigarette smoke, pets, loud noises, and extremes of heat and cold in the client's home that may cause discomfort or pose a safety risk.

Exposure to communicable diseases and infectious organisms, needle stick injuries, blood and body fluid, hazardous materials.

Exposure to all weather conditions including temperatures ranging from -40 to +30, wind, rain and snow, mosquitoes. The incumbent is normally walking outdoors or driving for up to two hours a day and driving in winter conditions for 7 months of the year.

Working alone, on evenings and weekends, in a community with a rising crime rate. Work environments and situations encountered are unpredictable and must be dealt with independently

Sensory Demands

Maintaining acute cognitive focus while using the combined senses of touch, sight, smell and hearing during assessments and provision of care in an uncontrolled setting

Exposure to unpleasant sights, odors and noises.

Mental Demands

Working alone in unpredictable and uncontrolled conditions

Home visits are made alone, so the incumbent must be aware of the risk of verbal or physical assault, and unknown or unpredictable situations

The requirement to "shift gears" frequently during the day, for example administering an intravenous medication to an elderly client and then being present for a death of a child at home shortly after

Intensely emotionally disturbing experiences during which the incumbent is expected to remain calm, controlled, professional and demonstrate compassion and team work.

The incumbent must be able to think conceptually, yet maintain attention to detail, often at

the same time

Providing expert nursing care and special treatments in homes with poor lighting, frequent interruptions, constant observation and conversation by informal caregivers

Work pace is controlled by the client and the incumbent must adapt to the client's level of readiness for interventions.

Ongoing reprioritization and reorganization of workload during the work day in response to uncontrollable factors

The incumbent works shift work and occasional on-call which may cause a disruption in lifestyle.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of home and community nursing and nursing sciences to practice and synthesize information from a broad range of theories, models and frameworks
- Knowledge of the nursing process to collaborate, develop, coordinate and implement mutually agreed upon care plans, negotiate priorities in care, and support clients to navigate and transition through the continuum of care
- Knowledge of biological, physical and behavioral sciences in order to recognize, interpret and prioritize findings and determine and implement a plan of action based on accepted standards of practice in a community setting
- Knowledge and current expertise in a broad range of areas, including adult education, community-based nursing, working with families, disease processes, long-term care assessment, community resources, wound care and specialized dressings, medications, grief management and pain management
- Knowledge of computer programs including but not limited to: word processing; Health Suite, Internet Explorer, Outlook e-mail, EMR (Wolf electronic medical record system)
- Ability to make informed, pertinent assessments and decisions while working independently in the community
- Ability to act independently to set priorities, develop work plans and manage workload while balancing clients' needs, complexity and acuity
- Ability to be self-directed, meet deadlines and manage several tasks at once.
- Ability to use basic and advanced nursing skills to perform and adapt complex procedures in the home care setting
- Ability to adapt, be flexible and responsive in the safe and appropriate use of various types of equipment, technology and treatments to address the challenging health needs of clients
- Ability to communicate in a caring, professional, therapeutic manner at all times with a wide variety of clients, caregivers, and health care providers
- Ability to think calmly and respond therapeutically in emergency situations
- Ability to apply appropriate learning principles to encourage clients, families and others to recognize their capacity for managing their health needs and to participate in their care

- Ability to integrate activities to avoid duplication of service and inappropriate use of resources, both for individual clients and within the nurse's current caseload
- Ability to work in a culturally diverse environment using resources, such as interpreters, appropriately
- Ability to communicate effectively (orally and in writing)
- Ability to operate and/or use medical equipment such as, but not limited to, intravenous pumps and lines, a variety of intravenous access devices, sphygmomanometer, blood glucose monitor, pulse oximeter, wheel chair, canes, crutches, etc.

Typically, the above qualifications would be attained by:

The successful completion of a BScN or BN degree program with at least 2 years of recent, acute care nursing experience in a medical, surgical, home care or community health environment.

ADDITIONAL REQUIREMENTS

Beaufort Delta Regional Requirements

Must be eligible for registration with the RNANT/NU and hold a valid NWT driver's license.

All Home Care Nurses must be able to acquire within a reasonable time frame, and remain current with the following training and/or certifications:

- Non-Violent Crisis Intervention
- WHMIS
- Back Care
- NWT Immunization Certificate
- Certification in basic CPR
- Internet and e-mail applications
- Fire/disaster plan for NTHSSA-BDR
- Fit Testing
- Venipuncture
- Glucometer
- Home Intravenous Therapy Program
- GNWT Cultural Awareness Training
- Workplace Safety Training
- Incident Reporting

As directed by the manager, the incumbent may be required to obtain additional skills and training in areas such as, but not limited to the following:

- Advanced Foot Care
- Wound / Ostomy Care
- Palliative Care

Position Security (check one)

- ☐ No criminal records check required
- ☒ Position of Trust – criminal records check required
- ☐ Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- ☐ French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

READING COMPREHENSION:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

WRITING SKILLS:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

- ☐ French preferred

Aboriginal language: To choose a language, click here.

- ☐ Required
- ☒ Preferred