



COMMUNITY HEALTH NURSE JOB DESCRIPTIONS

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IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services	Community Health Nurse, Primary Care	
Position Number	Community	Division/Region
48 -15738	Yellowknife	Primary Care/Yellowknife

PURPOSE OF THE POSITION

The Community Health Nurse, Primary Care is a member of the Integrated Care Team within a Regional Primary Care site. The incumbent provides community health and case management services in accordance with the Northwest Territories Health and Social Services Authority (NTHSSA) and Registered Nurses Association of Northwest Territories and Nunavut (RNANT/NU) to ensure regional residents have access to timely, professional, and sustainable health services required to maintain optimal health.

SCOPE

NTHSSA is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłı̄chǫ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-indigenous. Health and social services include 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 Tłı̄chǫ Community Services Agency (TCSA) and Hay River Health and Social Services Agency (HRHSSA) operate under separate boards, 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.



The legacies of colonization and residential schools have impacted Indigenous health outcomes and the way health and social services are delivered and accessed. The incumbent is required to always honor and promote a culturally safe environment. Practicing from a trauma informed care perspective is expected and the position requires that interaction with clients and families is tactful, respectful, and humble.

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 transformation strategy.

The NTHSSA administers all primary care, public health, home care and general physician services throughout Yellowknife, Dettah and Ndilo, as well as all regional health and social services delivered in Fort Resolution and Łutselk'e. The NTHSSA provides and supports the delivery of community-based health and social services to adults and children in order to enhance the health and well-being of communities through excellence, accountability and respect for regional diversity.

Building off the results and momentum of System Transformation, the strategic renewal effort has now begun a process of Primary Health Care Reform to shift the system and its care models towards a team and relationship-based approach that is driven through public participation, community feedback, and data, and built upon a foundation of trust and cultural safety. Using a community development approach, we are changing the way we work with people and communities, at every level of the health and social services system, to enable public participation in priority setting, planning, and design that integrates the social determinants of health.

The Community Health Nurse, Primary Care (CHN), is located in Yellowknife and reports directly to the Nurse in Charge (NIC), depending on local organizational structure. In accordance with established standards of nursing practice the CHN will promote the health and wellness of patients within the Integrated Care Team, act as a patient advocate, and provide non-emergency medical care; respond to medical crises that may require decision-making and treatment based on established NWT community health nursing guidelines, procedures and standards of nursing care; and deliver nursing core services designed to promote community health and wellness, decrease suffering and prevent injury across the lifespan.

The expanded scope of the CHN function contributes to the Integrated Care Team by providing and coordinating the care of the patients paneled to that team. In addition to chronic disease management, a CHN will provide care and interventions for those presenting with acute concerns,

If a clinical situation is beyond their scope or knowledge, the CHN has the ability to consult/refer to their colleagues, NP, MD or specialist to determine appropriate interventions.



The CHN is responsible for proactively monitoring Primary Care clients to ensure they receive required preventative screening (colorectal screening, mammography, cervical cancer screening, diabetes screening, etc.) and that efficient chronic disease management occurs (booking in for annual appointments, adequate follow up and surveillance, physical assessments, medication reconciliation as required, etc.).

The CHN model allows for an expanded scope of practice, providing the CHNs with the ability to work autonomously (as well as within the team environment), and allows the patient to receive the right care, by the right person, at the right time. CHNs will also see sick patients in clinic by following clinical practice guidelines. The scope includes the ability to run programs such as STI program, Well Child, Well Adult, chronic disease program, and prenatal/post-natal program.

Services may be provided within the Primary Care Clinic, via Tele-health/telemerge, by telephone, or in a patient's home (e.g., elderly population) and are intended to promote wellness, decrease suffering, and prevent injury. Services may be provided through independent practice or as part of an interdisciplinary integrated care team.

The legacies of colonization and residential schools have impacted indigenous health outcomes and the way health and social services are delivered and accessed. The incumbent is required to always honor and promote a culturally safe environment. Practicing from a trauma informed care perspective is expected and the position requires that interaction with patients and families is tactful, respectful, and humble. This position requires the ability to handle several complex issues concurrently while maintaining attention to detail. The incumbent is expected to remain calm, controlled, and professional, regardless of the situation, and demonstrate compassionate care that is free of racism and discrimination, to patients, families, community members, and other members of the health care team. The incumbent is required to be motivated and innovative in continuing education and practice, such as engaging in self-reflection, to encourage the professional growth of self and others.

The CHN-Primary Care may be required to work additional and flexible hours including days, evenings, and Saturdays for part or all of a 7.5-hour shift.

RESPONSIBILITIES

- 1. Provides comprehensive community health care services (including but not limited to Infant and Child Health, Adolescent Health, Adult and Elder Care, Maternal Health, school health programs, chronic disease prevention and management, immunization programs, communicable disease surveillance and treatment of acute illnesses) in**



accordance with the NWT Community Health Core Service Standards and Protocols, in order to: protect, prevent and reduce the incidence of communicable disease; promote a healthy life style and wellness; and decrease suffering to all community members.

- Delivers a wide variety of community health services (both established and those requiring development by the incumbent to fit community needs) in accordance with the NWT Clinical Practice Guidelines for Community Care Nursing and the NWT Community Health Nursing Program Standards and Protocols.
- Monitors and delivers care to people returning from medical treatment from other communities (e.g., post-surgical).
- Evaluates health services on a continuing basis and modifies programs for appropriateness based on community needs while maintaining core services.
- Acts as a resource for other Integrated Care Team members.
- Assesses, requisitions, and analyzes selected diagnostics tests and therapeutics based on assessment findings within scope and role, in accordance with established standards of nursing practice.
- Selects and dispenses therapies based on the identified clinical resources (e.g., Clinical Practice Guidelines, formulary, Bugs and Drugs).

2. Leads Case Management and Service Coordination by collaborating proactively with all integrated interdisciplinary team members, using a patient-centered approach to facilitate and maximize healthcare outcomes. Advocates for the patient/family at the service-delivery level and at the policy-making level to foster patient/family centered decision making.

- Coordinates interdisciplinary patient care for high risk or complex patients.
- Utilizes best practice models to identify, incorporate or develop strategies for panel management. Collaborates with other teams to share and establish best practice for the primary care clinic.
- Utilizes “practice search” capabilities within the electronic medical record (EMR) to proactively seek clients due or over-due for preventative health screening in accordance with the NWT Clinical Practice Guidelines.
- Manages individuals’ acute and chronic care needs as well as health maintenance.
- Identifies physical, emotional, psychosocial, sexual, and spiritual needs of individuals and provides supportive care interventions and referrals in a collaborative interdisciplinary approach to care.
- Assists in organizing and coordinating appointments, services and referrals as required.

3. Provides direct nursing care to patients in conjunction with members of the Integrated Care Team (ICT) utilizing a problem-solving approach, in accordance with



the NWT Community Health Core Service Standards Protocols and following clinical practice guidelines to facilitate the quality care of patients.

- Assesses, plans, implements, documents, and evaluates care to ensure a coordinated holistic approach which best meets the needs of the individual.
- Appropriately consults or refers to colleagues/NPs/MDs/specialists to collaboratively determine treatment, interventions, and care plans for patients.
- Identifies persons requiring urgent care and/or transfer to a higher level of care, and in cooperation with other ICT members arrange transfer to the appropriate care setting.
- Is familiar with the NWT CHN guidelines, Formulary, NWT screening guidelines, specialist referral guidelines and resources.
- Maintains patient and administrative records following professional and legal guidelines in a confidential, concise, and accurate manner.
- Acquires laboratory specimens from patients if needed e.g., blood, urine, culture specimens.
- Packages and transports biological samples and pharmaceutical materials.
- Assists individuals to achieve their optimum level of health and wellness throughout the lifespan and continuum of health and disease by providing health promotion and disease prevention, screening diagnostics, and palliative care.
- Applies and promotes principles of equity including providing care in a culturally safe manner, to ensure individuals receive unbiased treatment and a share of health services and resources proportionate to their needs.
- Acts in a manner consistent with their professional code of ethics, responsibilities, and standards of practice, from a Registered Nurse, and Community Health Nurse.

4. Facilitates, implements, and modifies patient and family education/teaching based on the needs of the patient in conjunction with members of the ICT.

- Uses a holistic approach, honoring indigenous knowledge, wisdom, and diversity, to promote patient centered learning to individuals and their families to promote wellness, decrease suffering and prevent injury (e.g., self-care, health promotion, etc.).
- Assesses the individual for physical and psychological needs, their knowledge of their health, disease process and learning needs.
- Develops, revises, and evaluates on an ongoing basis, educational resources necessary to support patients.

5. Advocates for practice environments that have the organization and resource allocations necessary for safe, competent, and ethical nursing care.

- Provides coaching and leadership to peers, students, and other members of the health care team to develop skill levels necessary to promote wellness, decrease suffering and prevent injury.



- Collaborates with nurses, peers and other members of the health and social services care team to advocate for health care environments that are conducive to ethical practice, cultural safety, and to the health and well-being and experiences of patients and staff.
 - Participates in research (e.g., flu watch), special projects (e.g., new immunization programs), and interagency meetings to plan, implement, and evaluate joint projects related to the community's health status.
 - Advocates for the dignity and respect of patients.
 - Promotes the autonomy and rights of patients and help them to express their health and health care needs and values to obtain appropriate information and services.
 - Safeguards the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the individual's permission or as legally required.
 - Reports to supervisor any breach in standards of care.
 - Advocates for the patient/family at the service-delivery level and at the policy-making level to foster the patient/family decision-making, independence and growth and development.
 - Supports activities of the above responsibility.
- 6. Assists the Nurse in Charge and/or Senior Management/ and members of the ICT as requested.**
- Follows-up on patient concerns, provide timelines and information feedback to NIC and/or Senior Management to be able to handle the patient concern.
 - Acquires more information on a particular incident, reports the findings to the NIC and/or Senior Management.
 - Participates in and represents the NTHSSA on regional and territorial committees, as requested.
- 7. The CHN, Primary Care is expected to facilitate, support, and promote a culture of teamwork.**
- Receives and share information, opinions, concerns, and feedback in a supportive manner.
 - Works collaboratively to build rapport and create supportive relationships with team members both within primary care and across the organization.
 - Develops a supportive rapport with individuals and their families to facilitate collaborative relationships with other integrated team members.
 - Makes frequent decisions about the most appropriate, effective, and efficient mode of communication among interdisciplinary team members in accordance with identified policies and procedures.



- Coordinates and participates in formal and informal case conferences to share appropriate information concerning individual concerns or progress and to utilize the team's skills and resources in the most efficient and effective manner.
- Contributes to a positive, strengths-based team environment, and support team colleagues.
- Collaborates proactively with all integrated and interdisciplinary team members utilizing a patient centered approach to facilitate and maximize healthcare outcomes.
- Communicates effectively with members of the health care team to provide continuity of care and promote collaborative efforts directed toward quality patient care.
- Is prepared to work in other settings based on operational needs.

8. Workplace 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, UNW, and Worker's Safety and Compensation Commission (WSCC)) 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 and Supervisors play an active role in workplace health and safety through their daily management: identifying prevention opportunities, ensuring staff are trained in Risk Monitor Pro, 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

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry, or support patients during the provision of patient care. This includes incapacitated patients within the Regional Primary Care site and emergency patients who initially present to the primary care clinic and require transfer to an acute care service.

Environmental Conditions



For entire shifts (7.5 hours a day, 5 days per week) the incumbent will have moderate levels of exposure to communicable diseases (e.g., TB), blood (e.g., during the processing of body fluids for transportation to the Laboratory), body fluid, and hazardous materials (e.g., sharps, cleaning solutions, cytotoxic medications).

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during assessment and observation of patients, approximately 70% of day.

Mental Demands

From time to time the CHN, Primary Care may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts and may experience concern for safety and well-being.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation, and evaluation) and current nursing practice (including public health) to ensure that the patients' diverse physical, emotional, psychosocial, cultural, spiritual, and educational needs are met.
- 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.
- Knowledge of, and an ability to apply, sanctioned transferable medical functions (assessment and selection of treatment based on assessment) as outlined in the Nursing Administration Manual's standards, policies, and guidelines.
- Knowledge of, and an ability to perform, basic laboratory functions such as, but not limited to pregnancy tests, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs.
- Knowledge of, and ability to operate, Microsoft Office applications (i.e., Word, PowerPoint, and Outlook) in order to complete training materials and presentations, electronic mail to send and receive mail, and internet in order to conduct on-line research.
- Knowledge of, and an ability to network with, resources within and outside the NTHSSA (e.g. Social Services, Public Health, medevac teams etc.) in order to ensure support of patients and their families.
- Knowledge regarding the importance of confidentiality and ability to keep personal and medical information confidential.
- Knowledge of best practices in primary health care and public/community health.
- Knowledge of, and ability to use, the electronic medical record (EMR) system.



- Ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, sphygmomanometer, blood glucose monitors, sharps, pulse oximeter, etc.).
- Ability to provide emergency care and treatment in response to a medical emergency.
- Ability to educate patients and their families on self-care methods and techniques.
- Ability to understand and recognize the cultural, social, and political realities in the NWT.
- Ability to recognize the impacts of colonization and residential schools on Indigenous health outcomes and the way health and social services are delivered.
- Ability and willingness to engage in self-reflection to learn about personal biases and assumptions.
- Ability to coordinate a wide variety of activities and objectives.
- Ability to facilitate creative problem solving using a situational approach incorporating conceptual, analytical, interpretive, evaluative, intuitive, and constructive thinking skills.
- Ability to commit to actively upholding and consistently personally practicing diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

Typically, the above qualifications would be attained by:

The successful completion of a Nursing Degree, and two (2) years of recent nursing experience in an acute care setting or as a Community Health Nurse.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Proof of immunization in keeping with current public health practices. Must be registered with RNANTNU and be in good standing.

Within the Yellowknife Region, all RNs must be able to acquire, within a reasonable time frame and remain current in, mandatory certifications specific to the role and working environment as outlined in their orientation. This includes, but is not limited to:

- Completion of the Aurora College CHN modules Certification in Health Care Provider CPR
- Education Program for Immunization Competency (EPIC)
- Point of Care Testing certifications
- Nonviolent Crisis Intervention
- Suicide Risk Assessment training
- Training as required to meet Accreditation Canada standards.



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 record 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

Indigenous language: Select language

- Required
- Preferred



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse (CHN)	
Position Number(s)	Community	Division/Region(s)
57-13156	Lutsel K'e	Clinic Services/Yellowknife

PURPOSE OF THE POSITION

To provide community health services in Lutsel K'e in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Lutsel K'e.

SCOPE

The Northwest Territories Health and Social Services Authority (NTHSSA) administers all public health, home Care and general physician services throughout Yellowknife, Dettah and N'Dilo, as well as all regional health and social services delivered in Fort Resolution and Lutsel K'e. The NTHSSA provides and supports the delivery of community based health care services to adults and children in order to enhance the health and well-being of communities through excellence, accountability and respect for regional diversity.

Located within the Lutsel K'e Health Centre and reporting directly to the Nurse in Charge (NIC) the incumbent and the NIC deliver community health services to a client population of approximately 300+ residents. The Health Centre is the sole medical facility in the community.

Community Health Services include providing non-emergency medical care; responding to medical emergencies that require decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and well-ness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provisions of critical

incident services are supported by the local NIC and/or by a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools and in a patient's home (i.e. elderly population) and are intended to promote a healthy way of life, and decrease the incidence of death and disease. Services may be provided on an individual basis or as part of a multi-disciplinary team.

Within the Lutsel K'e Health Centre the CHNs and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care.

RESPONSIBILITIES

1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs),
- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.),
- Evaluate community health programs on a continuing basis and modify programs for appropriateness,
- Act as a resource for other community based health care workers (CHR, Lay Dispensers, Home Support Workers, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate diagnosis),
- Coordinate the admission and transfer (including medivac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with the NIC, Physician in Yellowknife or other health care providers to ensure the patient receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner,

- Assist patients to achieve their optimum level of health in situation of normal health, illness, injury, or through the process of dying
 - Advocate the dignity and self-respect of patients,
 - Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services,
 - Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required,
 - Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs,
 - Package and transport biological samples and pharmaceutical materials, and
 - Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.
- 3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.**
- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.),
 - Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
 - Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.
- 4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.**
- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
 - Collaborate with nurses, peers and other members of the health care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff, and
 - Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

*(Working Conditions identify the **unusual and unavoidable**, externally imposed conditions under which the work must be performed and which create hardship for the incumbent.)*

Physical Demands

From time to time (1-2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes

incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharps, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night), which may cause a significant disruption to the incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 15+ days on-call per month. It is normal for the individual on standby to be called back into work (almost every day), which causes significant stress on the incumbent's family and social life.

In addition, within the health care setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

From time to time Community Health Centres may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts. The CHN may be kicked, pushed, grabbed or verbally assaulted. These incidents may occur while the incumbent is on duty as well as when off duty (within a small community it is difficult to separate the individual from the position) As a result, there is a very real concern for safety and well-being which may cause extreme levels of stress on the incumbent both during and after working hours.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.
- 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.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes an ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears).
- An ability to legally operate a motor vehicle in order to drive to and from client's homes.
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, WBC, HGB, blood smears, pregnancy tests, microscopic exam of specimens, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to remove casts or splints.
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families (where applicable) on appropriate self-care methods and techniques.
- Knowledge of and an ability to network resources within and outside the DCHSSB (i.e. Social Services, Public Health, medivac teams etc.) in order to ensure support of patients and their families.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within a northern health center.

ADDITIONAL REQUIREMENTS

Yellowknife Region Requirements

Within the Yellowknife Region health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS,
- Fire training, and
- Certification in basic CPR.

Within a NTHSSA Community Health Centres nurses must be able to acquire and remain current with the following training:

- Transportation of Dangerous Goods,
- Standard X-ray processing (chest and extremities),
- Pharmaceutical process and procedures, and
- General laboratory functions.

BTLS and PALS would be an asset.

Training in emergency response would be an asset.

Canadian Nursing Association Certifications are desirable.

Within the Yellowknife Region nurses must be registered with the NWTRNA and have completed a satisfactory criminal record check.

A valid class 5 driver's license is required.

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)

- French required
- French preferred
- French not required



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse (CHN)	
Position Number(s)	Community	Division/Region(s)
57-95104	Fort Resolution	Clinic Services/Yellowknife

PURPOSE OF THE POSITION

To provide community health services in Fort Resolution in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Fort Resolution.

SCOPE

The Northwest Territories Health and Social Services Authority (NTHSSA) administers all public health, home care and general physician services throughout Yellowknife, Dettah and N'Dilo, as well as all regional health and social services delivered in Fort Resolution and Lutsel K'e. The NTHSSA provides and supports the delivery of community based health care services to adults and children in order to enhance the health and well-being of communities through excellence, accountability and respect for regional diversity.

Located within the Fort Resolution Health Centre and reporting directly to the Nurse in Charge (NIC) the incumbent and the NIC deliver community health services to a client population of approximately 500+ residents. The Health Centre is the sole medical facility in the community.

Community Health Services include providing non-emergency medical care; responding to medical emergencies that require decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and well-ness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical

incident services is supported by the local NIC and/or by a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools and in a patient's home (i.e. elderly population) and are intended to promote a healthy way of life, and decrease the incidence of death and disease. Services may be provided on an individual basis or as part of a multi-disciplinary team.

Within the Fort Resolution Health Centre the CHNs and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care.

RESPONSIBILITIES

1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs),
- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.),
- Evaluate community health programs on a continuing basis and modify programs for appropriateness,
- Act as a resource for other community based health care workers (CHR, Lay Dispensers, Home Support Workers, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate diagnosis),
- Coordinate the admission and transfer (including medivac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with the NIC, Physician in Yellowknife or other health care providers to ensure the patient receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner,

- Assist patients to achieve their optimum level of health in situation of normal health, illness, injury, or through the process of dying
 - Advocate the dignity and self-respect of patients,
 - Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services,
 - Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required,
 - Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs,
 - Package and transport biological samples and pharmaceutical materials, and
 - Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.
- 3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.**
- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.),
 - Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
 - Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.
- 4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.**
- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
 - Collaborate with nurses, peers and other members of the health care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff, and
 - Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

*(Working Conditions identify the **unusual and unavoidable**, externally imposed conditions under which the work must be performed and which create hardship for the incumbent.)*

Physical Demands

From time to time (1-2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes

incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharps, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre,

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night), which may cause a significant disruption to the incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 15+ day's on-call per month. It is normal for the individual on standby to be called back into work (almost every day), which causes significant stress on the incumbent's family and social life.

In addition, within the health care setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

From time to time Community Health Centres may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts. The CHN may be kicked, pushed, grabbed or verbally assaulted. These incidents may occur while the incumbent is on duty as well as when off duty (within a small community it is difficult to separate the individual from the position) As a result, there is a very real concern for safety and well-being which may cause extreme levels of stress on the incumbent both during and after working hours.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.

- 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.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes and ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears).
- An ability to legally operate a motor vehicle in order to drive to and from client's homes.
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, WBC, HGB, blood smears, pregnancy tests, microscopic exam of specimens, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to remove casts or splints.
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families (where applicable) on appropriate self-care methods and techniques.
- Knowledge of and an ability to network resources within and outside the DCHSSB (i.e. Social Services, Public Health, medivac teams etc.) in order to ensure support of patients and their families.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times,

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within a northern health center.

ADDITIONAL REQUIREMENTS

Yellowknife Region Requirements

Within the Yellowknife Region health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS,
- Fire training, and
- Certification in basic CPR.

Within a NTHSSA Community Health Centres nurses must be able to acquire and remain current with the following training:

- Transportation of Dangerous Goods,
- Standard X-ray processing (chest and extremities),
- Pharmaceutical process and procedures, and
- General laboratory functions.

BTLS and PALS would be an asset.

Training in emergency response would be an asset.

Canadian Nursing Association Certifications are desirable.

A valid class V driver's license is required.

Within the Yellowknife Region nurses must be registered with the NWTRNA and have completed a satisfactory criminal record check.

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)

- French required
- French preferred
- French not required



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse (CHN)	
Position Number(s)	Community	Division/Region(s)
37-10581	Fort Providence	Community Programs / Health Services/Deh Cho

PURPOSE OF THE POSITION

To provide community health services in Fort Providence, in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Fort Providence.

SCOPE

The NTHSSA administers all regional health and social services delivered through 3 Community Health Centers, 6 Community Health Station and 1 Long Term Care facility in the Deh Cho Region. The NTHSSA provides and supports the delivery of health and social services to adults and children on an outpatient and outreach basis as well as to residents of the Long Term Care facility in order to enhance healthy communities', and well-being through excellence, accountability and respect for regional diversity. Furthermore, the Authority works with the communities to promote healthy lifestyles.

Located within their specific health center and reporting directly to the Nurse in Charge (NIC) the incumbent will provide; Community Health Services include providing non-emergency medical care; responding to medical crisis that requires decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and wellness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical incident services is supported by the local NIC and/or by a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools and in a patient's home (i.e. elderly population) and are intended to promote a healthy way of life, and decrease the incidence of death and disease. Services may be provided on an individual basis or as part of a multi-disciplinary team.

Within the Fort Providence Health Centre the two CHNs and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care in Fort Providence.

RESPONSIBILITIES

1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs),
- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.),
- Monitor and deliver care to people returning from medical treatment from other communities (i.e. post-surgical),
- Evaluate community health programs on a continuing basis and modify programs for appropriateness,
- Act as a resource for other community based health care workers (CHA, Community Health Workers, Home Support Workers, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate diagnosis)
- Coordinate the admission and transfer (including medevac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with the NIC, Physician in Yellowknife or other health care providers to ensure the patient receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner,
- Assist patients to achieve their optimum level of health in situation of normal health,

- illness, injury, or through the process of dying
- Advocate the dignity and self-respect of patients,
 - Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services, Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required,
 - Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs,
 - Package and transport biological samples and pharmaceutical materials, and Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.
- 3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.**
- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.),
 - Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
 - Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.
- 4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.**
- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
 - Collaborate with nurses, peers and other members of the health and social services care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff, and
 - Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

*(Working Conditions identify the **unusual and unavoidable**, externally imposed conditions under which the work must be performed and which create hardship for the incumbent.)*

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharp, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during assessment and observation of patients.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night), which may cause a significant disruption to the incumbent's family and social life in addition, the incumbent is also subject to disruption in lifestyle due to 10+ day's on-call per month. It is normal for the individual on standby to be called back into work (almost every day), which causes significant stress on the incumbent's family and social life.

In addition, within the health and social services setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

From time to time the CHN may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts where the incumbent may be at risk of physical and/or verbal assault. These incidents may occur while the incumbent is on duty as well as when off duty (within a small community it is difficult to separate the individual from the position) As a result, there is a very real concern for safety and well-being which may cause extreme levels of stress on the incumbent both during and after working hours.

The incumbent is required to be motivated and innovative in the area of continuing education and practice to encourage the professional growth of self and others.

KNOWLEDGE, 'SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.
- 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.

- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes an ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions (diagnosis and treatment) as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears).
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: HGB, blood smears, pregnancy tests, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to apply and remove casts or splints
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families on appropriate self-care methods and techniques
- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of patients and their families.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within northern health banner.

ADDITIONAL REQUIREMENTS

Deh Cho Region Requirements

Within the NTHSSA health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS,
- Standard First Aid, and
- Certification in basic CPR

Within a NTHSSA Community Health Centre nurses must be able to acquire and remain current with the following training:

- Transportation of Dangerous Goods,
- PALS,
- ACLS,
- BTLS,
- Standard X-ray processing (chest and extremities),
- Pharmaceutical process and procedures, and
- General laboratory functions.
- Training in emergency response as well as a Class 5 driver's license would be an asset.
- Canadian Nursing Association Certifications are desirable.

Within the NTHSSA nurses must be registered with the NWTRNA and have completed a satisfactory criminal record check.

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)

- French required
- French preferred
- French not required



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse (CHN)	
Position Number(s)	Community	Division/Region(s)
37-5600	Fort Simpson	Community Programs/ Health Services/Deh Cho

PURPOSE OF THE POSITION

To provide community health services in Fort Simpson, in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Fort Liard.

SCOPE

The NTHSSA administers all regional health and social services delivered through 3 Community Health Centers, 6 Community Health Station and 1 Long Term Care facility in the Deh Cho Region. The NTHSSA provides and supports the delivery of health and social services to adults and children on an outpatient and outreach basis as well as to residents of the Long Term Care facility in order to enhance healthy communities', and well-being through excellence, accountability and respect for regional diversity. Furthermore, the Authority works with the communities to promote healthy lifestyles.

Located within their specific health center and reporting directly to the Nurse in Charge (NIC) the incumbent will provide; Community Health Services include providing non-emergency medical care; responding to medical crisis that requires decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and wellness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical incident services is supported by the local NIC and/or by a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools and in a patient's home (i.e. elderly population) and are intended to promote a healthy way of life, and decrease the incidence of death and disease. Services may be provided on an individual basis or as part of a multi-disciplinary team.

Within the Fort Simpson Health Centre the two CHNs and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care in Fort Simpson.

RESPONSIBILITIES

1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs),
- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.),
- Monitor and deliver care to people returning from medical treatment from other communities (i.e. post-surgical),
- Evaluate community health programs on a continuing basis and modify programs for appropriateness,
- Act as a resource for other community based health care workers (CHA, Community Health Workers, Home Support Workers, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate diagnosis)
- Coordinate the admission and transfer (including medevac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with the NIC, Physician in Yellowknife or other health care providers to ensure the patient receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner,
- Assist patients to achieve their optimum level of health in situation of normal health,

- illness, injury, or through the process of dying
- Advocate the dignity and self-respect of patients,
 - Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services, Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required,
 - Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs,
 - Package and transport biological samples and pharmaceutical materials, and Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.
- 3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.**
- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.),
 - Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
 - Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.
- 4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.**
- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
 - Collaborate with nurses, peers and other members of the health and social services care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff, and
 - Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

*(Working Conditions identify the **unusual and unavoidable**, externally imposed conditions under which the work must be performed and which create hardship for the incumbent.)*

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharp, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during assessment and observation of patients.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night), which may cause a significant disruption to the incumbent's family and social life in addition, the incumbent is also subject to disruption in lifestyle due to 10+ day's on-call per month. It is normal for the individual on standby to be called back into work (almost every day), which causes significant stress on the incumbent's family and social life.

In addition, within the health and social services setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

From time to time the CHN may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts where the incumbent may be at risk of physical and/or verbal assault. These incidents may occur while the incumbent is on duty as well as when off duty (within a small community it is difficult to separate the individual from the position) As a result, there is a very real concern for safety and well-being which may cause extreme levels of stress on the incumbent both during and after working hours.

The incumbent is required to be motivated and innovative in the area of continuing education and practice to encourage the professional growth of self and others.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.
- 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.

- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes an ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions (diagnosis and treatment) as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears).
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: HGB, blood smears, pregnancy tests, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to apply and remove casts or splints
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families on appropriate self-care methods and techniques
- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of patients and their families.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within northern health banner.

ADDITIONAL REQUIREMENTS

Deh Cho Region Requirements

Within the NTHSSA health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS,
- Standard First Aid, and
- Certification in basic CPR

Within a NTHSSA Community Health Centre nurses must be able to acquire and remain current with the following training:

- Transportation of Dangerous Goods,
- PALS,
- ACLS,
- BTLS,
- Standard X-ray processing (chest and extremities),
- Pharmaceutical process and procedures, and
- General laboratory functions.
- Training in emergency response as well as a Class 5 driver's license would be an asset.
- Canadian Nursing Association Certifications are desirable.

Within the NTHSSA nurses must be registered with the NWTRNA and have completed a satisfactory criminal record check.

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)

- French required
- French preferred
- French not required



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse (CHN)	
Position Number(s)	Community	Division/Region(s)
37-5455	Fort Liard	Community Programs/ Health Services/Deh Cho

PURPOSE OF THE POSITION

To provide community health services in Fort Liard, in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Fort Liard.

SCOPE

The NTHSSA administers all regional health and social services delivered through 3 Community Health Centers, 6 Community Health Station and 1 Long Term Care facility in the Deh Cho Region. The NTHSSA provides and supports the delivery of health and social services to adults and children on an outpatient and outreach basis as well as to residents of the Long Term Care facility in order to enhance healthy communities', and well-being through excellence, accountability and respect for regional diversity. Furthermore, the Authority works with the communities to promote healthy lifestyles.

Located within their specific health center and reporting directly to the Nurse in Charge (NIC) the incumbent will provide; Community Health Services include providing non-emergency medical care; responding to medical crisis that requires decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and wellness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical incident services is supported by the local NIC and/or by a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools and in a patient's home (i.e. elderly population) and are intended to promote a healthy way of life, and decrease the incidence of death and disease. Services may be provided on an individual basis or as part of a multi-disciplinary team.

Within the Fort Liard Health Centre the two CHNs and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care in Fort Liard.

RESPONSIBILITIES

1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs),
- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.),
- Monitor and deliver care to people returning from medical treatment from other communities (i.e. post-surgical),
- Evaluate community health programs on a continuing basis and modify programs for appropriateness,
- Act as a resource for other community based health care workers (CHA, Community Health Workers, Home Support Workers, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate diagnosis)
- Coordinate the admission and transfer (including medevac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with the NIC, Physician in Yellowknife or other health care providers to ensure the patient receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner,
- Assist patients to achieve their optimum level of health in situation of normal health,

- illness, injury, or through the process of dying
- Advocate the dignity and self-respect of patients,
 - Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services, Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required,
 - Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs,
 - Package and transport biological samples and pharmaceutical materials, and Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.
- 3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.**
- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.),
 - Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
 - Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.
- 4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.**
- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
 - Collaborate with nurses, peers and other members of the health and social services care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff, and
 - Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

*(Working Conditions identify the **unusual and unavoidable**, externally imposed conditions under which the work must be performed and which create hardship for the incumbent.)*

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharp, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during assessment and observation of patients.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night), which may cause a significant disruption to the incumbent's family and social life in addition, the incumbent is also subject to disruption in lifestyle due to 10+ day's on-call per month. It is normal for the individual on standby to be called back into work (almost every day), which causes significant stress on the incumbent's family and social life.

In addition, within the health and social services setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

From time to time the CHN may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts where the incumbent may be at risk of physical and/or verbal assault. These incidents may occur while the incumbent is on duty as well as when off duty (within a small community it is difficult to separate the individual from the position) As a result, there is a very real concern for safety and well-being which may cause extreme levels of stress on the incumbent both during and after working hours.

The incumbent is required to be motivated and innovative in the area of continuing education and practice to encourage the professional growth of self and others.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.
- 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.

- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes and ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions (diagnosis and treatment) as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears).
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: HGB, blood smears, pregnancy tests, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to apply and remove casts or splints
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families on appropriate self-care methods and techniques
- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of patients and their families.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within northern health banter.

ADDITIONAL REQUIREMENTS

Deh Cho Region Requirements

Within the NTHSSA health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS,
- Standard First Aid, and
- Certification in basic CPR

Within a NTHSSA Community Health Centre nurses must be able to acquire and remain current with the following training:

- Transportation of Dangerous Goods,
- PALS,
- ACLS,
- BTLS,
- Standard X-ray processing (chest and extremities),
- Pharmaceutical process and procedures, and
- General laboratory functions.
- Training in emergency response as well as a Class 5 driver's license would be an asset.
- Canadian Nursing Association Certifications are desirable.

Within the NTHSSA nurses must be registered with the NWTRNA and have completed a satisfactory criminal record check.

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)

- French required
- French preferred
- French not required



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number(s)	Community	Division/Region(s)
87-5735	Norman Wells	Community Health Centres/Sahtu

PURPOSE OF THE POSITION

To provide community health services in Norman Wells, NT in accordance with established standards of nursing practice, and the values, philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of the community.

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 Tl!ChQ 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 Tl!ChQ 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 administers all regional health and social services delivered to 4 Community Health Centres and 1 Community Health Station, in the Sahtu Region of the NWT. The NTHSSA provides and supports the delivery of health care services to adults and children on an short term observation, outpatient and outreach basis, in order to enhance healthy communities well-being through excellence, accountability and respect for regional diversity

Located within the Health Centre, and reporting directly to the Nurse in Charge (NIC), the Community Health Nurse (CHN), delivers core community health services to residents in Norman Wells. The Health Centre is the sole health and social services facility in the community. The Monica Loomis Health Centre also provides services to a visiting transient population and out of territory clients.

Community Health Services include providing non-emergency medical care; responding to medical emergencies, within & outside the community, that may require decision making outside of the usual policies, procedures and standards of community health nursing care; and deliver core community health programs designed to promote community health and wellness (i.e. including but not limited to Well-Child/ Adult clinics, pre and post-natal clinics, school health program, chronic disease clinic (non-communicable disease), immunization programs, communicable disease surveillance, treatment (emergency & sick clinic), and Home Care). The provisions of critical incident services are supported by other CHNs/NIC and physician/NP over the telephone or in person, with further assistance of other health centre staff Mental Health and Addictions Counsellor; Child Protection Worker, Home Support Worker, Healthy Family and Community Wellness Worker and Community Health Representative.

Services may be provided within the Health Centre, via Tele-health, at the community hall, schools or client's home (i.e. Home Care) and are intended to promote a healthy lifestyle, and a decrease in the incidence of disease, injury, and death. Services may be provided on an individual basis or as part of a multi-disciplinary team. The CHN is a member of the Primary Community Care Team (PCCT), as per the Integrated Service Delivery Model (ISDM).

In Norman Wells, the CHN/NIC will be required to provide on-call coverage, on a rotational basis, during the evening and weekends to provide emergency nursing care. Nurses also provide emergency transportation as per policy within the community.

RESPONSIBILITIES

1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/ Adult clinics, pre and post-natal clinics, school health program, chronic disease management (non-communicable disease), immunization programs, home care, communicable disease surveillance, non-urgent care (sick clinic) and Emergencies. By following the GNWT Health Standards, the core community health programs serve to protect, prevent and reduce the incidence of communicable and non-communicable diseases to promote a healthy life style; and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of core community health clinics and may require development by the incumbent to fit community needs, by utilizing best practices, GNWT Dept. of Health standards of practice and policies, CNA code of ethics and NTHSSA policies.
- Assist in the arrangement of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, , OT, PT, SLT, Dietician),
- Evaluate core community health programs on a continuing basis and make recommendation to modify the programs for appropriateness to community needs but still maintain core programming,
- Act as a resource for other community based health care workers (Healthy Families and Community Wellness Worker, Community Health Representative, Home Support Workers, Community Social Services Worker, Mental Health and Addictions Counsellor, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to clients using a critical thinking approach and in accordance with the GNWT Dept. of Health and RNANT/NU standards, guidelines and scope of expanded nursing practice to facilitate care of client.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach that best meets the needs of the client which include the individual, the family and the community (i.e. assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate assessment & treatment),
- Coordinate the admission and transfer (including rmedevac) of clients based on the identification of abnormal findings, critical nature of a patient and in consultation with a physician in the Sahtu or, as per protocol, to ensure the client receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise, timely and accurate manner,
- Assist clients to achieve their optimum level of health in wellness, illness, injury, & through the process of dying, by providing health promotion and disease prevention, screening diagnostics and palliative care
- Advocate the dignity and self-respect of the client,

- Promote the autonomy of the client and help them to express their health needs and values to obtain appropriate information and services,
- Safeguard the trust of clients that information learned, in the context of a professional relationship, is shared with the health care team only, and with the client's permission, or as legally required,
- Apply and promote principles of equity and fairness, to assist the client, in receiving unbiased treatment, and a share of health services, and with resources proportionate to their needs,
- Package and transport biological samples and pharmaceutical materials in accordance with practice standards (I.E. TDG, WHMIS, Control Drug Act), and,
- Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice, for a Registered Nurse, and Community Health Nurse.

3. Model excellence by facilitating, implementing, documenting and modifying client and family educational/teaching based on the needs of the client, family and community.

- Use a holistic approach to facilitate individual learning of the client and their family in relation to client's illness or injury (i.e. self-care, health promotion, etc.),
- Assess the client for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
- Develop, revise and evaluate on an ongoing basis, educational resources necessary to support clients.

4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.

- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
- Collaborate with nurses, peers and other members of the health care team, to advocate health care environments that are conducive to ethical practice and to the health, well-being and safety of clients and staff, and
- Participates in research (i.e. flu watch), special project (new immunization programs) and monthly community interagency meetings to plan, implement and evaluate joint projects related to the community's health status,
- Reports to supervisor any breach in standards of care.

5. Assist the Nurse in Charge and/or Senior Management as requested.

- Follow-up on client concerns, provide time lines and information feedback to Nurse in Charge and/or Senior Management to be able to handle the client concern.
- Acquire more information on a particular incident, report the findings to the Nurse in Charge and/or Senior Management.
- May be called upon to travel to another Sahtu community to provide backfill, assist with operations of another Health Centre, orientate and provide knowledge/expertise in a particular field to other regional staff.
- May be requested to participate and represent the NTHSSA on regional and territorial committees.

Workplace Health and Safety

Main Activities:

- Employees of the NTHSSA - Sahtu Region 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 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 (UNW) and Workers' Safety and Compensation Commission (WSSC) -- need to ensure our Joint Workplace Health and Safety Committee works effectively with a shared purpose of continuous quality improvement in health and safety.
- All Employees play an active role in Workplace Health and Safety through their daily activities in identifying risk, prevention 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.

WORKING CONDITIONS

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre, emergency patients coming to the Health Centre and emergency patients who need emergency transportation. You may be required to lift, carry or support the patient into a vehicle, boat or aircraft. Other physical demands are stocking shelves, moving equipment and performing CPR, being on your feet or sitting for long periods.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. vena-puncture, and during the processing of body fluids for transportation), body fluid and hazardous materials (sharps, toxic cleaning, biological and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent will be required to travel on small planes, on ice or winter roads when traveling to or from the community. The incumbent may be required to travel on helicopter or boat for an emergency transportation of a patient. Some communities have limited modern amenities.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night), that may cause a significant disruption to the incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 7+ days on-call per month. It is normal for the individual on standby to be called back into work (several times a day and night), which causes significant stress on the incumbent, the family and social life. May be called back to work when not on call to assist in emergency situations.

In addition, within the health care setting there can be significant lack of control over the work place, with frequent interruptions (work is often dictated by external factors of the community, both emergent & non-urgent) that may lead to mental & physical fatigue or stress. Concentration and the ability to remember details are important aspects of the job.

From time to time Community Health Centres may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts. The CHN may be kicked, pushed, grabbed, spit on, bit, or verbally assaulted. These incidents may occur while the incumbent is on duty as well as when off duty (within a small community it is difficult to separate the individual from the position). As a result, there is a very real concern for safety and well-being which may cause extreme levels of stress & physical harm, on the incumbent, both during and after working hours.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (community health nursing, including public health and home care) to ensure that the client's physical, emotional, psychosocial, spiritual and educational needs are met.
- Knowledge of biological, physical and behavioral sciences in order to recognize, interpret, and prioritize findings; and determine and implement a plan of care based on accepted standards of practice, in the GNWT Dept. of Health.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred health functions beyond normal hospital training. This includes an ability to perform advanced nursing functions such as but not limited to: suturing, vena-puncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears).

- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, x-ray machine, etc.).
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, HGB, blood smears, pregnancy tests, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery, in accordance to Canadian Laboratory Standards.
- An ability to perform radiological examinations (X-rays) of the chest and extremities and transmit for reading via Di-Pacs computerization.
- An ability to apply and remove casts or splints, emergency stabilization equipment.
- Knowledge of and ability to operate computer applications (i.e. Microsoft Word, Excel and electronic medical records) in order to complete training materials and presentations, electronic GNWT email, scheduling of appointments and maintenance of health records (iEHR and EMR, Di-Pacs), Share Point NTHSSA for internal messages, forms, links, and the internet in order to conduct on-line research and People Soft (employment records).
- An ability to educate clients and their families (where applicable) on appropriate self-care methods and techniques.
- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of clients and their families.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times and in accordance to Access to Information legislation & Public Health, WSCC, etc. mandatory reporting.

Typically, the above qualifications would be attained by:

A Degree in Nursing, 2 years of recent nursing experience with one year in a Community Health Centre, as a Community Health Nurse.

Equivalency Knowledge & Experience: Registered Nurse Diploma Program, 4 years of recent nursing experience with one year in a Community Health Centre, as a Community Health Nurse.

Recent nursing experience is defined as a total of full time hours in the past 5 years.

Community Health Centre is defined in the NWT as a level A, B or B/C facility or equivalency for other provinces and territories.

Valid Class S Driver's License is mandatory.

ADDITIONAL REQUIREMENTS

NTHSSA - Sahtu Regional Requirements:

Within the Sahtu Region all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS & Transportation of Dangerous Goods
- Certification in CPR & AED
- Airside Vehicle Operator's Permit (AVOP)
- Canadian Triage and Acuity Scale (CTAS)
- Immunization Certificate
- Other internal certification programs (IO's, Lab, Pharmacy, x-ray)
- Non-violent Crisis Intervention, or similar (or willing to obtain)
- Cultural Training
- Hand Washing Certificate
- Mental Health First Aid
- Applied Suicide Intervention Skills Training (ASIST)
- Training as required by Accreditation Canada

Within a NTHSSA Community Health Centre the following training and/or certification would be definite assets:

- Canadian Nursing Association Certification in Community Health Nursing
- PALS, NRP, ITLS,
- Nursing Advance Practice Certification is highly recommended
- Advanced Cardiac Life Support (ACLS)
- Trauma Nursing Core Course (TNCC)
- Pre-Transportation Patient Preparation Certification (PACKAGING)
- Airside Vehicle Operator's Permit (AVOP)

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](#).

D Required

Preferred



Government of
Northwest Territories

IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number(s)	Community	Division/Region(s)
87-5737	Tulita	Community Health Centres/Sahtu

PURPOSE OF THE POSITION

To provide community health services in Tulita, NT in accordance with established standards of nursing practice, and the values, philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of the community.

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 Tl!ChQ 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 Tl!ChQ 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 administers all regional health and social services delivered to 4 Community Health Centres and 1 Community Health Station, in the Sahtu Region of the NWT. The NTHSSA provides and supports the delivery of health care services to adults and children on a short term observation, outpatient and outreach basis, in order to enhance healthy communities well-being through excellence, accountability and respect for regional diversity

Located within the Health Centre, and reporting directly to the Nurse in Charge (NIC), the Community Health Nurse (CHN), delivers core community health services to residents in Tulita. The Health Centre is the sole health and social services facility in the community. The Harriet Gladue Health Centre also provides services to a visiting transient population and out of territory clients.

Community Health Services include providing non-emergency medical care; responding to medical emergencies, within & outside the community, that may require decision making outside of the usual policies, procedures and standards of community health nursing care; and deliver core community health programs designed to promote community health and wellness (i.e. including but not limited to Well-Child/Adult clinics, pre and post-natal clinics, school health program, chronic disease clinic (non-communicable disease), immunization programs, communicable disease surveillance, treatment (emergency & sick clinic), and Home Care). The provisions of critical incident services are supported by other CHNs/NIC and physician/NP over the telephone or in person, with further assistance of other health centre staff Mental Health and Addictions Counselor; Child Protection Worker, Home Support Worker, Healthy Family and Community Wellness Worker and Community Health Representative.

Services may be provided within the Health Centre, via Tele-health, at the community hall, schools or client's home (i.e. Home Care) and are intended to promote a healthy lifestyle, and a decrease in the incidence of disease, injury, and death. Services may be provided on an individual basis or as part of a multi-disciplinary team. The CHN is a member of the Primary Community Care Team (PCCT), as per the Integrated Service Delivery Model (ISDM).

In Tulita, the CHN/NIC will be required to provide on-call coverage, on a rotational basis, during the evening and weekends to provide emergency nursing care. Nurses also provide emergency transportation as per policy within the community.

RESPONSIBILITIES

1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Adult clinics, pre and post-natal clinics, school health program, chronic disease management (non-communicable disease), immunization programs, home care, communicable disease surveillance, non-urgent care (sick clinic) and Emergencies. By following the GNWT Health Standards, the core community health programs serve to protect, prevent and reduce the incidence of communicable and non-communicable diseases to promote a healthy life style; and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of core community health clinics and may require development by the incumbent to fit community needs, by utilizing best practices, GNWT Dept. of Health standards of practice and policies, CNA code of ethics and NTHSSA policies.
- Assist in the arrangement of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, , OT, PT, SLT, Dietician),
- Evaluate core community health programs on a continuing basis and make recommendation to modify the programs for appropriateness to community needs but still maintain core programming,
- Act as a resource for other community based health care workers (Healthy Families and Community Wellness Worker, Community Health Representative, Home Support Workers, Community Social Services Worker, Mental Health and Addictions Counselor, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to clients using a critical thinking approach and in accordance with the GNWT Dept. of Health and RNANT/NU standards, guidelines and scope of expanded nursing practice to facilitate care of client.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach that best meets the needs of the client which include the individual, the family and the community (i.e. assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate assessment & treatment),
- Coordinate the admission and transfer (including medevac) of clients based on the identification of abnormal findings, critical nature of a patient and in consultation with a physician in the Sahtu or, as per protocol, to ensure the client receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise, timely and accurate manner,
- Assist clients to achieve their optimum level of health in wellness, illness, injury, & through the process of dying, by providing health promotion and disease prevention, screening diagnostics and palliative care
- Advocate the dignity and self-respect of the client,

- Promote the autonomy of the client and help them to express their health needs and values to obtain appropriate information and services,
- Safeguard the trust of clients that information learned, in the context of a professional relationship, is shared with the health care team only, and with the client's permission, or as legally required,
- Apply and promote principles of equity and fairness, to assist the client, in receiving unbiased treatment, and a share of health services, and with resources proportionate to their needs,
- Package and transport biological samples and pharmaceutical materials in accordance with practice standards (i.e. TDG, WHMIS, Control Drug Act), and,
- Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice, for a Registered Nurse, and Community Health Nurse.

3. Model excellence by facilitating, implementing, documenting and modifying client and family educational/teaching based on the needs of the client, family and community.

- Use a holistic approach to facilitate individual learning of the client and their family in relation to client's illness or injury (i.e. self-care, health promotion, etc.),
- Assess the client for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
- Develop, revise and evaluate on an ongoing basis, educational resources necessary to support clients.

4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.

- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
- Collaborate with nurses, peers and other members of the health care team, to advocate health care environments that are conducive to ethical practice and to the health, well-being and safety of clients and staff, and
- Participates in research (i.e. flu watch), special project (new immunization programs) and monthly community interagency meetings to plan, implement and evaluate joint projects related to the community's health status,
- Reports to supervisor any breach in standards of care.

5. Assist the Nurse in Charge and/or Senior Management as requested.

- Follow-up on client concerns, provide time lines and information feedback to Nurse in Charge and/or Senior Management to be able to handle the client concern.
- Acquire more information on a particular incident, report the findings to the Nurse in Charge and/or Senior Management.
- May be called upon to travel to another Sahtu community to provide backfill, assist with operations of another Health Centre, orientate and provide knowledge/expertise in a particular field to other regional staff.
- May be requested to participate and represent the NTHSSA on regional and territorial committees.

Workplace Health and Safety

Employees of the NTHSSA - Sahtu Region 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 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 (UNW) and Workers' Safety and Compensation Commission (WSCC)-- need to ensure our Joint Workplace Health and Safety Committee works effectively with a shared purpose of continuous quality improvement in health and safety.
- All Employees play an active role in Workplace Health and Safety through their daily activities in identifying risk, prevention 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.

WORKING CONDITIONS

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre, emergency patients coming to the Health Centre and emergency patients who need emergency transportation. You may be required to lift, carry or support the patient into a vehicle, boat or aircraft. Other physical demands are stocking shelves, moving equipment and performing CPR, being on your feet or sitting for long periods.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. vena-puncture, and during the processing of body fluids for transportation), body fluid and hazardous materials (sharps, toxic cleaning, biological and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent will be required to travel on small planes, on ice or winter roads when traveling to or from the community. The incumbent may be required to travel on helicopter or boat for an emergency transportation of a patient. Some communities have limited modern amenities.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night), that may cause a significant disruption to the incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 7+ days on-call per month. It is normal for the individual on standby to be called back into work (several times a day and night), which causes significant stress on the incumbent, the family and social life. May be called back to work when not on call to assist in emergency situations.

In addition, within the health care setting there can be significant lack of control over the work place, with frequent interruptions (work is often dictated by external factors of the community, both emergent & non-urgent) that may lead to mental & physical fatigue or stress. Concentration and the ability to remember details are important aspects of the job.

From time to time Community Health Centres may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts. The CHN may be kicked, pushed, grabbed, spit on, bit, or verbally assaulted. These incidents may occur while the incumbent is on duty as well as when off duty (within a small community it is difficult to separate the individual from the position). *As* a result, there is a very real concern for safety and well-being which may cause extreme levels of stress & physical harm, on the incumbent, both during and after working hours.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (community health nursing, including public health and home care) to ensure that the client's physical, emotional, psychosocial, spiritual and educational needs are met.
- Knowledge of biological, physical and behavioral sciences in order to recognize, interpret, and prioritize findings; and determine and implement a plan of care based on accepted standards of practice, in the GNWT Dept. of Health.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred health functions beyond normal hospital training. This includes an ability to perform advanced nursing functions such as but not limited to: suturing, vena-puncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears).
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, x-ray machine, etc.).
- An understanding of and an ability to perform basic laboratory functions such as but

not limited to: ESR, HGB, blood smears, pregnancy tests, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery, in accordance to Canadian Laboratory Standards.

- An ability to perform radiological examinations (X-rays) of the chest and extremities and transmit for reading via Di-Pacs computerization.
- An ability to apply and remove casts or splints, emergency stabilization equipment.
- Knowledge of and ability to operate computer applications (i.e. Microsoft Word, Excel and electronic medical records) in order to complete training materials and presentations, electronic GNWT email, scheduling of appointments and maintenance of health records (iEHR and EMR, Di-Pacs), Share Point NTHSSA for internal messages, forms, links, and the internet in order to conduct on-line research and People Soft (employment records).
- An ability to educate clients and their families (where applicable) on appropriate self-care methods and techniques.
- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of clients and their families.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times and in accordance to Access to Information legislation & Public Health, WSCC, etc. mandatory reporting.

Typically, the above qualifications would be attained by:

A Degree in Nursing, 2 years of recent nursing experience with one year in a Community Health Centre, as a Community Health Nurse.

Equivalency Knowledge & Experience: Registered Nurse Diploma Program, 4 years of recent nursing experience with one year in a Community Health Centre, as a Community Health Nurse.

Recent nursing experience is defined as a total of full time hours in the past 5 years.

Community Health Centre is defined in the NWT as a level A, B or B/C facility or equivalency for other provinces and territories.

Valid Class 5 Driver's License is mandatory.

ADDITIONAL REQUIREMENTS

NTHSSA - Sahtu Regional Requirements:

Within the Sahtu Region all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS & Transportation of Dangerous Goods

- Certification in CPR & AED.
- Airside Vehicle Operator's Permit (AVOP)
- Canadian Triage and Acuity Scale (CTAS)
- Immunization Certificate
- Other internal certification programs (IO's, Lab, Pharmacy, x-ray)
- Non-violent Crisis Intervention, or similar (or willing to obtain)
- Cultural Training
- Hand Washing Certificate
- Mental Health First Aid
- Applied Suicide Intervention Skills Training (ASIST)
- Training as required by Accreditation Canada

Within a NTHSSA Community Health Centre the following training and/or certification would be definite assets:

- Canadian Nursing Association Certification in Community Health Nursing
- PALS, NRP, ITLS,
- Nursing Advance Practice Certification is highly recommended
- Advanced Cardiac Life Support (ACLS)
- Trauma Nursing Core Course (TNCC)
- Pre-Transportation Patient Preparation Certification (PACKAGING)

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



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number(s)	Community	Division/Region(s)
87-5738	Fort Good Hope	Community Health Centres/Sahtu

PURPOSE OF THE POSITION

To provide community health services in Fort Good Hope, NT in accordance with established standards of nursing practice, and the values, philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of the community.

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 Tl!ChQ 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 Tl!ch9 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 administers all regional health and social services delivered to 4 Community Health Centres and 1 Community Health Station, in the Sahtu Region of the NWT. The NTHSSA provides and supports the delivery of health care services to adults and children on an short term observation, outpatient and outreach basis, in order to enhance healthy communities well-being through excellence, accountability and respect for regional diversity

Located within the Cassien Edgi Health Centre, and reporting directly to the Nurse in Charge (NIC), the Community Health Nurse (CHN), delivers core community health services to residents in Fort Good Hope. The Health Centre is the sole health and social services facility in the community. The Cassien Edgi Health Centre also provides services to a visiting transient population and out of territory clients.

Community Health Services include providing non-emergency medical care; responding to medical emergencies, within & outside the community, that may require decision making outside of the usual policies, procedures and standards of community health nursing care; and deliver core community health programs designed to promote community health and wellness (i.e. including but not limited to Well-Child/ Adult clinics, pre and post-natal clinics, school health program, chronic disease clinic (non-communicable disease), immunization programs, communicable disease surveillance, treatment (emergency & sick clinic), and Home Care). The provisions of critical incident services are supported by other CHNs/NIC and physician/NP over the telephone or in person, with further assistance of other health centre staff Promotion & Health Prevention Worker; Mental Health and Addictions Counselor; Child Protection Worker, Home Support Worker.

Services may be provided within the Health Centre, via Tele-health, at the community hall, schools or client's home (i.e. Home Care) and are intended to promote a healthy lifestyle, and a decrease in the incidence of disease, injury, and death. Services may be provided on an individual basis or as part of a multi-disciplinary team. The CHN is a member of the Primary Community Care Team (PCCT), as per the Integrated Service Delivery Model (ISOM).

In Fort Good Hope, the CHN/NIC will be required to provide on-call coverage, on a rotational basis, during the evening and weekends to provide emergency nursing care. Nurses also provide emergency transportation as per policy within the community.

RESPONSIBILITIES

- 1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/ Adult clinics, pre and post-natal clinics, school health program, chronic disease management (non-communicable disease), immunization programs, home care, communicable disease surveillance, non-urgent care (sick clinic) and Emergencies. By following the GNWT Health**

Standards, the core community health programs serve to protect, prevent and reduce the incidence of communicable and non-communicable diseases to promote a healthy life style; and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of core community health clinics and may require development by the incumbent to fit community needs, by utilizing best practices, GNWT Dept. of Health standards of practice and policies, CNA code of ethics and NTHSSA policies.
- Assist in the arrangement of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, OT, PT, SLT, Dietician),
- Evaluate core community health programs on a continuing basis and make recommendation to modify the programs for appropriateness to community needs but still maintain core programming,
- Act as a resource for other community based health care workers (Healthy Families and Community Wellness Worker, Community Health Representative, Home Support Workers, Community Social Services Worker, Mental Health and Addictions Counselor, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to clients using a critical thinking approach and in accordance with the GNWT Dept. of Health and RNANT/NU standards, guidelines and scope of expanded nursing practice to facilitate care of client.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach that best meets the needs of the client which include the individual, the family and the community (i.e. assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate assessment & treatment),
- Coordinate the admission and transfer (including medevac) of clients based on the identification of abnormal findings, critical nature of a patient and in consultation with a physician in the Sahtu or, as per protocol, to ensure the client receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise, timely and accurate manner,
- Assist clients to achieve their optimum level of health in wellness, illness, injury, & through the process of dying, by providing health promotion and disease prevention, screening diagnostics and palliative care,
- Advocate the dignity and self-respect of the client,
- Promote the autonomy of the client and help them to express their health needs and values to obtain appropriate information and services,
- Safeguard the trust of clients that information learned, in the context of a professional relationship, is shared with the health care team only, and with the client's permission, or as legally required,
- Apply and promote principles of equity and fairness, to assist the client, in

receiving unbiased treatment, and a share of health services, and with resources proportionate to their needs,

- Package and transport biological samples and pharmaceutical materials in accordance with practice standards (I.E. TOG, WHMIS, Control Drug Act), and,
- Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice, for a Registered Nurse, and Community Health Nurse.

3. Model excellence by facilitating, implementing, documenting and modifying client and family educational/teaching based on the needs of the client, family and community.

- Use a holistic approach to facilitate individual learning of the client and their family in relation to client's illness or injury (i.e. self-care, health promotion, etc.),
- Assess the client for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
- Develop, revise and evaluate on an ongoing basis, educational resources necessary to support clients.

4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.

- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
- Collaborate with nurses, peers and other members of the health care team, to advocate health care environments that are conducive to ethical practice and to the health, well-being and safety of clients and staff, and
- Participates in research (i.e. flu watch), special project (new immunization programs) and monthly community interagency meetings to plan, implement and evaluate joint projects related to the community's health status,
- Reports to supervisor any breach in standards of care.

5. Assist the Nurse in Charge and/or Senior Management as requested.

- Follow-up on client concerns, provide time lines and information feedback to Nurse in Charge and/or Senior Management to be able to handle the client concern.
- Acquire more information on a particular incident, report the findings to the Nurse in Charge and/or Senior Management.
- May be called upon to travel to another Sahtu community to provide backfill, assist with operations of another Health Centre, orientate and provide knowledge/expertise in a particular field to other regional staff.
- May be requested to participate and represent the NTHSSA on regional and territorial committees.

Workplace Health and Safety.

Main Activities:

- Employees of the NTHSSA- Sahtu Region 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 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 (UNW) and Workers' Safety and Compensation Commission (WSCC)-- need to ensure our Joint Workplace Health and Safety Committee works effectively with a shared purpose of continuous quality improvement in health and safety.
- All Employees play an active role in Workplace Health and Safety through their daily activities in identifying risk, prevention 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.

WORKING CONDITIONS

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre, emergency patients coming to the Health Centre and emergency patients who need emergency transportation. You may be required to lift, carry or support the patient into a vehicle, boat or aircraft. Other physical demands are stocking shelves, moving equipment and performing CPR, being on your feet or sitting for long periods.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. vena-puncture, and during the processing of body fluids for transportation), body fluid and hazardous materials (sharps, toxic cleaning, biological and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent will be required to travel on small planes, on ice or winter roads when traveling to or from the community. The incumbent may be required to travel on helicopter or boat for an emergency transportation of a patient. Some communities have limited modern amenities.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night), that may cause a significant disruption to the

incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 7+ days on-call per month. It is normal for the individual on standby to be called back into work (several times a day and night), which causes significant stress on the incumbent, the family and social life. May be called back to work when not on call to assist in emergency situations.

In addition, within the health care setting there can be significant lack of control over the work place, with frequent interruptions (work is often dictated by external factors of the community, both emergent & non-urgent) that may lead to mental & physical fatigue or stress. Concentration and the ability to remember details are important aspects of the job.

From time to time Community Health Centres may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts. The CHN may be kicked, pushed, grabbed, spit on, bit, or verbally assaulted. These incidents may occur while the incumbent is on duty as well as when off duty (within a small community it is difficult to separate the individual from the position). As a result, there is a very real concern for safety and well-being which may cause extreme levels of stress & physical harm, on the incumbent, both during and after working hours.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (community health nursing, including public health and home care) to ensure that the client's physical, emotional, psychosocial, spiritual and educational needs are met.
- Knowledge of biological, physical and behavioral sciences in order to recognize, interpret, and prioritize findings; and determine and implement a plan of care based on accepted standards of practice, in the GNWT Dept. of Health.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred health functions beyond normal hospital training. This includes an ability to perform advanced nursing functions such as but not limited to: suturing, vena-puncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears).
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, x-ray machine, etc.).
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, HGB, blood smears, pregnancy tests, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery, in accordance to Canadian Laboratory Standards.
- An ability to perform radiological examinations (X-rays) of the chest and extremities

and transmit for reading via Di-Pacs computerization.

- An ability to apply and remove casts or splints, emergency stabilization equipment.
- Knowledge of and ability to operate computer applications (i.e. Microsoft Word, Excel and electronic medical records) in order to complete training materials and presentations, electronic GNWT email, scheduling of appointments and maintenance of health records (iEHR and EMR, Di-Pacs), Share Point NTHSSA for internal messages, forms, links, and the internet in order to conduct on-line research and People Soft (employment records).
- An ability to educate clients and their families (where applicable) on appropriate self-care methods and techniques.
- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of clients and their families.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times and in accordance to Access to Information legislation & Public Health, WSCC, etc. mandatory reporting.

Typically, the above qualifications would be attained by:

A Degree in Nursing, 2 years of recent nursing experience with one year in a Community Health Centre, as a Community Health Nurse.

Equivalency Knowledge & Experience: Registered Nurse Diploma Program, 4 years of recent nursing experience with one year in a Community Health Centre, as a Community Health Nurse.

Recent nursing experience is define as a total of full time hours in the past 5 years

Community Health Centre is define in the NWT as a level A, 8 or 8/C facility or equivalency for other provinces and territories

Valid Class 5 Driver's License is mandatory

ADDITIONAL REQUIREMENTS

NTHSSA - Sahtu Regional Requirements

Within the Sahtu Region all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS & Transportation of Dangerous Goods
- Certification in CPR & AED.
- Airside Vehicle Operator's Permit (AVOP)
- Canadian Triage and Acuity Scale (CTAS)
- Immunization Certificate
- Other internal certification programs (IO's, Lab, Pharmacy, x-ray)

- Non-violent Crisis Intervention, or similar (or willing to obtain)
- Cultural Training
- Hand Washing Certificate
- Mental Health First Aid
- Applied Suicide Intervention Skills Training (ASIST)
- Training as required by Accreditation Canada

Within a NTHSSA Community Health Centre the following training and/or certification would be definite assets:

- Canadian Nursing Association Certification in Community Health Nursing
- PALS, NRP, ITLS, Air Medical Training Program (CAMATA)
- Nursing Advance Practice Certification is highly recommended
- ADVANCED CARDIAC LIFE SUPPORT (ACLS)
- TRAUMA NURSING CORE COURSE (TNCC)
- PRE-TRANSPORTATION PATIENT PREPARATION CERTIFICATION (PACKAGING)

Position Security (check one)

- No criminal records check required
IZI 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



Government of
Northwest Territories

IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number(s)	Community	Division/Region(s)
87-5736	Deline	Community Health Centres/Sahtu

PURPOSE OF THE POSITION

To provide community health services in Deline, NT in accordance with established standards of nursing practice, and the values, philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of the community.

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 Tl!ChQ 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 Tl!ChQ 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 administers all regional health and social services delivered to 4 Community Health Centres and 1 Community Health Station, in the Sahtu Region of the NWT. The NTHSSA provides and supports the delivery of health care services to adults and children on an short term observation, outpatient and outreach basis, in order to enhance healthy communities well-being through excellence, accountability and respect for regional diversity

Located within the Dora Gully Health Centre, and reporting directly to the Nurse in Charge (NIC), the Community Health Nurse (CHN), delivers core community health services to residents in Deline. The Health Centre is the sole health and social services facility in the community. The Dora Gully Health Centre also provides services to a visiting transient population and out of territory clients.

Community Health Services include providing non-emergency medical care; responding to medical emergencies, within & outside the community, that may require decision making outside of the usual policies, procedures and standards of community health nursing care; and deliver core community health programs designed to promote community health and wellness (i.e. including but not limited to Well-Child/ Adult clinics, pre and post-natal clinics, school health program, chronic disease clinic (non-communicable disease), immunization programs, communicable disease surveillance, treatment (emergency & sick clinic), and Home Care). The provisions of critical incident services are supported by other CHNs/NIC and physician/NP over the telephone or in person, with further assistance of other health centre staff Promotion & Health Prevention Worker; Mental Health and Addictions Counselor; Child Protection Worker, Home Support Worker.

Services may be provided within the Health Centre, via Tele-health, at the community hall, schools or client's home (i.e. Home Care) and are intended to promote a healthy lifestyle, and a decrease in the incidence of disease, injury, and death. Services may be provided on an individual basis or as part of a multi-disciplinary team. The CHN is a member of the Primary Community Care Team (PCCT), as per the Integrated Service Delivery Model (ISDM).

In Deline, the CHN/NIC will be required to provide on-call coverage, on a rotational basis, during the evening and weekends to provide emergency nursing care. Nurses also provide emergency transportation as per policy within the community.

RESPONSIBILITIES

- 1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/ Adult clinics, pre and post-natal clinics, school health program, chronic disease management (non-communicable disease), immunization programs, home care, communicable disease surveillance, non-urgent care (sick clinic) and Emergencies. By following the GNWT Health**

Standards, the core community health programs serve to protect, prevent and reduce the incidence of communicable and non-communicable diseases to promote a healthy life style; and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of core community health clinics and may require development by the incumbent to fit community needs, by utilizing best practices, GNWT Dept of Health standards of practice and policies, CNA code of ethics and NTHSSA policies.
- Assist in the arrangement of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, OT, PT, SLT, Dietician),
- Evaluate core community health programs on a continuing basis and make recommendation to modify the programs for appropriateness to community needs but still maintain core programming,
- Act as a resource for other community based health care workers (Healthy Families and Community Wellness Worker, Community Health Representative, Home Support Workers, Community Social Services Worker, Mental Health and Addictions Counselor, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to clients using a critical thinking approach and in accordance with the GNWT Dept. of Health and RNANT/NU standards, guidelines and scope of expanded nursing practice to facilitate care of client.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach that best meets the needs of the client which include the individual, the family and the community (i.e. assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate assessment & treatment),
- Coordinate the admission and transfer (including medevac) of clients based on the identification of abnormal findings, critical nature of a patient and in consultation with a physician in the Sahtu or, as per protocol, to ensure the client receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise, timely and accurate manner,
- Assist clients to achieve their optimum level of health in wellness, illness, injury, & through the process of dying, by providing health promotion and disease prevention, screening diagnostics and palliative care,
- Advocate the dignity and self-respect of the client,
- Promote the autonomy of the client and help them to express their health needs and values to obtain appropriate information and services,
- Safeguard the trust of clients that information learned, in the context of a professional relationship, is shared with the health care team only, and with the client's permission, or as legally required,
- Apply and promote principles of equity and fairness, to assist the client, in

receiving unbiased treatment, and a share of health services, and with resources proportionate to their needs,

- Package and transport biological samples and pharmaceutical materials in accordance with practice standards (I.E. TDG, WHMIS, Control Drug Act), and,
- Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice, for a Registered Nurse, and Community Health Nurse.

3. Model excellence by facilitating, implementing, documenting and modifying client and family educational/teaching based on the needs of the client, family and community.

- Use a holistic approach to facilitate individual learning of the client and their family in relation to client's illness or injury (i.e. self-care, health promotion, etc.),
- Assess the client for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
- Develop, revise and evaluate on an ongoing basis, educational resources necessary to support clients.

4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.

- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
- Collaborate with nurses, peers and other members of the health care team, to advocate health care environments that are conducive to ethical practice and to the health, well-being and safety of clients and staff, and
- Participates in research (i.e. flu watch), special project (new immunization programs) and monthly community interagency meetings to plan, implement and evaluate joint projects related to the community's health status,
- Reports to supervisor any breach in standards of care.

5. Assist the Nurse in Charge and/or Senior Management as requested.

- Follow-up on client concerns, provide time lines and information feedback to Nurse in Charge and/or Senior Management to be able to handle the client concern.
- Acquire more information on a particular incident, report the findings to the Nurse in Charge and/or Senior Management.
- May be called upon to travel to another Sahtu community to provide backfill, assist with operations of another Health Centre, orientate and provide knowledge/expertise in a particular field to other regional staff.
- May be requested to participate and represent the NTHSSA on regional and territorial committees.

Workplace Health and Safety.

Main Activities:

- Employees of the NTHSSA - Sahtu Region 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 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 (UNW) and Workers' Safety and Compensation Commission (WSCC)-- need to ensure our Joint Workplace Health and Safety Committee works effectively with a shared purpose of continuous quality improvement in health and safety.
- All Employees play an active role in Workplace Health and Safety through their daily activities in identifying risk, prevention 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.

WORKING CONDITIONS

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre, emergency patients coming to the Health Centre and emergency patients who need emergency transportation. You may be required to lift, carry or support the patient into a vehicle, boat or aircraft. Other physical demands are stocking shelves, moving equipment and performing CPR, being on your feet or sitting for long periods.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. vena-puncture, and during the processing of body fluids for transportation), body fluid and hazardous materials (sharps, toxic cleaning, biological and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent will be required to travel on small planes, on ice or winter roads when traveling to or from the community. The incumbent may be required to travel on helicopter or boat for an emergency transportation of a patient. Some communities have limited modern amenities.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night), that may cause a significant disruption to the

incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 7+ days on-call per month. It is normal for the individual on standby to be called back into work (several times a day and night), which causes significant stress on the incumbent, the family and social life. May be called back to work when not on call to assist in emergency situations.

In addition, within the health care setting there can be significant lack of control over the work place, with frequent interruptions (work is often dictated by external factors of the community, both emergent & non-urgent) that may lead to mental & physical fatigue or stress. Concentration and the ability to remember details are important aspects of the job.

From time to time Community Health Centres may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts. The CHN may be kicked, pushed, grabbed, spit on, bit, or verbally assaulted. These incidents may occur while the incumbent is on duty as well as when off duty (within a small community it is difficult to separate the individual from the position). As a result, there is a very real concern for safety and well-being which may cause extreme levels of stress & physical harm, on the incumbent, both during and after working hours.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (community health nursing, including public health and home care) to ensure that the client's physical, emotional, psychosocial, spiritual and educational needs are met.
- Knowledge of biological, physical and behavioral sciences in order to recognize, interpret, and prioritize findings; and determine and implement a plan of care based on accepted standards of practice, in the GNWT Dept. of Health.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred health functions beyond normal hospital training. This includes an ability to perform advanced nursing functions such as but not limited to: suturing, vena-puncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears).
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, x-ray machine, etc.).
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, HGB, blood smears, pregnancy tests, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery, in accordance to Canadian Laboratory Standards.
- An ability to perform radiological examinations (X-rays) of the chest and extremities

- and transmit for reading via Di-Pacs computerization.
- An ability to apply and remove casts or splints, emergency stabilization equipment.
 - Knowledge of and ability to operate computer applications (i.e. Microsoft Word, Excel and electronic medical records) in order to complete training materials and presentations, electronic GNWT email, scheduling of appointments and maintenance of health records (iEHR and EMR, Di-Pacs), Share Point NTHSSA for internal messages, forms, links, and the internet in order to conduct on-line research and People Soft (employment records).
 - An ability to educate clients and their families (where applicable) on appropriate self-care methods and techniques.
 - Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of clients and their families.
 - The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times and in accordance to Access to Information legislation & Public Health, WSCC, etc. mandatory reporting.

Typically, the above qualifications would be attained by:

A Degree in Nursing, 2 years of recent nursing experience with one year in a Community Health Centre, as a Community Health Nurse.

Equivalency Knowledge & Experience: Registered Nurse Diploma Program, 4 years of recent nursing experience with one year in a Community Health Centre, as a Community Health Nurse.

Recent nursing experience is define as a total of full time hours in the past 5 years

Community Health Centre is define in the NWT as a level A, B or B/C facility or equivalency for other provinces and territories

Valid Class 5 Driver's License is mandatory

ADDITIONAL REQUIREMENTS

NTHSSA - Sahtu Regional Requirements

Within the Sahtu Region all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS & Transportation of Dangerous Goods
- Certification in CPR & AED.
- Airside Vehicle Operator's Permit (AVOP)
- Canadian Triage and Acuity Scale (CTAS)
- Immunization Certificate
- Other internal certification programs (IO's, Lab, Pharmacy, x-ray)

- Non-violent Crisis Intervention, or similar (or willing to obtain)
- Cultural Training
- Hand Washing Certificate
- Mental Health First Aid
- Applied Suicide Intervention Skills Training (ASIST)
- Training as required by Accreditation Canada

Within a NTHSSA Community Health Centre the following training and/or certification would be definite assets:

- Canadian Nursing Association Certification in Community Health Nursing
- PALS, NRP, ITLS, Air Medical Training Program (CAMATA)
- Nursing Advance Practice Certification is highly recommended
- Advanced Cardiac Life Support (ACLS)
- Trauma Nursing Core Course (TNCC)
- Pre- Transportation Patient Preparation Certification (PACKAGING)

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



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number	Community	Division/Region
47-5746	Fort McPherson	Community Health Centres/ Beaufort Delta

PURPOSE OF THE POSITION

To provide community health services in Fort McPherson, in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Fort McPherson.

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 Tłı̄chǫ 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 Tłı̄chǫ 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 administers all regional health and social services delivered through the Inuvik Regional Hospital (IRH), a 47 in-patient bed accredited facility, 7 Community Health Centers; and seventeen other sites, including social services and dental therapy offices, public health clinics, elder's facilities, and various group homes. The NTHSSA provides and supports the delivery of health care services to adults and children on an inpatient, outpatient and outreach basis in order to enhance healthy community's well-being through excellence, accountability and respect for regional diversity.

Located within the Fort McPherson Health Centre and reporting directly to the Nurse in Charge the Community Health Nurse (CHN) is one of three CHNs who deliver community health services. The Health Centre is the sole medical facility in the community and supports approximately 5,600 individual encounters per year.

Community Health Services include providing non-emergency medical care; responding to medical emergencies that require decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and well-ness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical incident services is supported by the NIC and a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools or in a patients home (i.e. elderly population) and are intended to promote a health way of life, and decrease the incidence of death and disease and injury. Services may be provided on an individual basis or as part of a multi-disciplinary team.

In Fort McPherson the CHN and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care.

RESPONSIBILITIES

- 1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.**
 - Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs).

- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.).
- Evaluate community health programs on a continuing basis and modify programs for appropriateness.
- Act as a resource for other community based health care workers (CHR, Lay Dispensers, Home Support Workers, etc.).
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate diagnosis).
- Coordinate the admission and transfer (including medevac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with a physician in Inuvik to ensure the patient receives appropriate care.
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner.
- Assist patients to achieve their optimum level of health in situation of normal health, illness, injury, or through the process of dying.
- Advocate the dignity and self-respect of patients.
- Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services, Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required.
- Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs.
- Package and transport biological samples and pharmaceutical materials.
- Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.

3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.

- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.).
- Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs.
- Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.

4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.

- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care.
- Collaborate with nurses, peers and other members of the health care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff.
- Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharps, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night) that may cause a significant disruption to the incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 7+ day's on-call per month. It is normal for the individual on standby to be called back into work (several times a day and night), which causes significant stress on the incumbent's family and social life.

In addition, within the health care setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

The incumbent works in a secure environment and interaction with clients who may become agitated, potentially hostile and unpredictable behavior could result in exposure to high-risk situations. As a result, there is a real concern for safety and well-being, which may cause extreme levels of stress & physical harm, on the incumbent.

The role requires tactful interaction with patients, families and staff and the need to handle several complex issues concurrently while maintaining attention to detail. The incumbent is expected to remain calm, controlled and professional, regardless of the situation and demonstrate compassionate care to the client, family and other members of the health care team.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.
- 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.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes and ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears) .
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, WBC, HGB, blood smears, pregnancy tests, microscopic exam of specimens, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to apply and remove casts or splints.
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families (where applicable) on appropriate self-care methods and techniques.

- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of patients and their families .
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within a northern health center.

An ability to obtain satisfactory criminal records check is mandatory.

ADDITIONAL REQUIREMENTS

Beaufort-Delta Regional Requirements

Within the Beaufort-Delta region all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications.

- WHMIS.
- Back Logic.
- Fire training, and Certification in basic CPR.

Within the Community Health Centre all nurses must be able to acquire and remain current with the following training.

- Transportation of Dangerous Goods.
- Standard X-ray processing (chest and extremities).
- Pharmaceutical process and procedures.
- General laboratory functions.

Training in emergency response would be an asset. Canadian Nursing Association
Certifications are desirable.

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

Indigenous language: To choose a language, click here.

Required
 Preferred



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number	Community	Division/Region
47-5734	Aklavik	Community Health Centres/ Beaufort Delta

PURPOSE OF THE POSITION

To provide community health services in Aklavik, in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Aklavik.

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 Tłı̄chǫ 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 Tłı̄chǫ 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 administers all regional health and social services delivered through the Inuvik Regional Hospital (IRH), a 47 in-patient bed accredited facility, 7 Community Health Centers; and seventeen other sites, including social services and dental therapy offices, public health clinics, elder's facilities, and various group homes. The NTHSSA provides and supports the delivery of health care services to adults and children on an inpatient, outpatient and outreach basis in order to enhance healthy community's well-being through excellence, accountability and respect for regional diversity.

Located within the Aklavik Health Centre and reporting directly to the Nurse in Charge the Community Health Nurse (CHN) is one of three CHNs who deliver community health services. The Health Centre is the sole medical facility in the community and supports approximately 5,200 individual encounters per year.

Community Health Services include providing non-emergency medical care; responding to medical emergencies that require decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and well-ness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical incident services is supported by the NIC and a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools or in a patients home (i.e. elderly population) and are intended to promote a health way of life, and decrease the incidence of death and disease and injury. Services may be provided on an individual basis or as part of a multi-disciplinary team.

In Aklavik the CHN and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care.

RESPONSIBILITIES

- 1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.**
 - Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs),

- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.),
- Evaluate community health programs on a continuing basis and modify programs for appropriateness,
- Act as a resource for other community based health care workers (CHR, Lay
- Dispensers, Home Support Workers, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate diagnosis),
- Coordinate the admission and transfer (including medevac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with a physician in Inuvik to ensure the patient receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner,
- Assist patients to achieve their optimum level of health in situation of normal health, illness, injury, or through the process of dying,
- Advocate the dignity and self-respect of patients,
- Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services, Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required,
- Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs,
- Package and transport biological samples and pharmaceutical materials, and
- Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.

3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.

- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.),
- Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
- Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.

4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.

- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
- Collaborate with nurses, peers and other members of the health care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff, and
- Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharps, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night) that may cause a significant disruption to the incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 7+ day's on-call per month. It is normal for the individual on standby to be called back into work (several times a day and night), which causes significant stress on the incumbent's family and social life.

In addition, within the health care setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

The incumbent works in a secure environment and interaction with clients who may become agitated, potentially hostile and unpredictable behavior could result in exposure to high-risk situations. As a result, there is a real concern for safety and well-being, which may cause extreme levels of stress & physical harm, on the incumbent.

The role requires tactful interaction with patients, families and staff and the need to handle several complex issues concurrently while maintaining attention to detail. The incumbent is expected to remain calm, controlled and professional, regardless of the situation and demonstrate compassionate care to the client, family and other members of the health care team.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.
- 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.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes and ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears) .
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, WBC, HGB, blood smears, pregnancy tests, microscopic exam of specimens, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to apply and remove casts or splints.
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families (where applicable) on appropriate self-care methods and techniques.

- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of patients and their families .
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within a northern health center.

An ability to obtain satisfactory criminal records check is mandatory.

ADDITIONAL REQUIREMENTS

Beaufort-Delta Regional Requirements

Within the IRH all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS,
- Back Logic,
- Fire training, and Certification in basic CPR.

Within the Community Health Centre all nurses must be able to acquire and remain current with the following training:

- Transportation of Dangerous Goods,
- Standard X-ray processing (chest and extremities),
- Pharmaceutical process and procedures, and
- General laboratory functions.

Training in emergency response would be an asset. Canadian Nursing Association Certifications are desirable.

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

Indigenous language: To choose a language, click [here](#).

Required
 Preferred



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number	Community	Division/Region
47-5733	Tuktoyaktuk	Community Health Centres/ Beaufort Delta

PURPOSE OF THE POSITION

To provide community health services in Tuktoyaktuk, in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Tuktoyaktuk.

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 Tłı̄chǫ 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 Tłı̄chǫ 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 administers all regional health and social services delivered through the Inuvik Regional Hospital (IRH), a 47 in-patient bed accredited facility, 7 Community Health Centers; and seventeen other sites, including social services and dental therapy offices, public health clinics, elder's facilities, and various group homes. The NTHSSA provides and supports the delivery of health care services to adults and children on an inpatient, outpatient and outreach basis in order to enhance healthy community's well-being through excellence, accountability and respect for regional diversity.

Located within the Tuktoyaktuk Health Centre and reporting directly to the Nurse in Charge the Community Health Nurse (CHN) is one of three CHNs who deliver community health services to a client population (predominantly Inuvialuit and Gwich'in). The Health Centre is the sole medical facility in the community and supports approximately 6,600 individual encounters per year.

Community Health Services include providing non-emergency medical care; responding to medical emergencies that require decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and well-ness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical incident services is supported by the NIC and a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools or in a patients home (i.e. elderly population) and are intended to promote a health way of life, and decrease the incidence of death and disease and injury. Services may be provided on an individual basis or as part of a multi-disciplinary team.

In Tuktoyaktuk the CHN and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care.

RESPONSIBILITIES

- 1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.**
 - Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs),

- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.),
- Evaluate community health programs on a continuing basis and modify programs for appropriateness,
- Act as a resource for other community based health care workers (CHR, Lay Dispensers, Home Support Workers, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x- rays of extremities and/or lungs in order to make appropriate diagnosis),
- Coordinate the admission and transfer (including medevac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with a physician in Inuvik to ensure the patient receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner,
- Assist patients to achieve their optimum level of health in situation of normal health, illness, injury, or through the process of dying,
- Advocate the dignity and self-respect of patients,
- Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services, Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required,
- Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs,
- Package and transport biological samples and pharmaceutical materials, and
- Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.

3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.

- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.),
- Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
- Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.

4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.

- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
- Collaborate with nurses, peers and other members of the health care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff, and
- Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharps, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night) that may cause a significant disruption to the incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 7+ day's on-call per month. It is normal for the individual on standby to be called back into work (several times a day and night), which causes significant stress on the incumbent's family and social life.

In addition, within the health care setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

The incumbent works in a secure environment and interaction with clients who may become agitated, potentially hostile and unpredictable behavior could result in exposure to high-risk situations. As a result, there is a real concern for safety and well-being, which may cause extreme levels of stress & physical harm, on the incumbent.

The role requires tactful interaction with patients, families and staff and the need to handle several complex issues concurrently while maintaining attention to detail. The incumbent is expected to remain calm, controlled and professional, regardless of the situation and demonstrate compassionate care to the client, family and other members of the health care team.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.
- 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.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes and ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears) .
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, WBC, HGB, blood smears, pregnancy tests, microscopic exam of specimens, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to apply and remove casts or splints.
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families (where applicable) on appropriate self- care methods and techniques.

- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of patients and their families.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within a northern health center.

An ability to obtain satisfactory criminal records check is mandatory.

ADDITIONAL REQUIREMENTS

Beaufort-Delta Regional Requirements

Within the IRH all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS,
- Back Logic,
- Fire training, and Certification in basic CPR.

Within the Community Health Centre all nurses must be able to acquire and remain current with the following training:

- Transportation of Dangerous Goods,
- Standard X-ray processing (chest and extremities),
- Pharmaceutical process and procedures, and
- General laboratory functions.

Training in emergency response would be an asset. Canadian Nursing Association Certifications are desirable.

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

Indigenous language: To choose a language, click here.

Required
 Preferred



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number	Community	Division/Region
47-5851	Paulatuk	Community Health Centres/ Beaufort Delta

PURPOSE OF THE POSITION

To provide community health services in Paulatuk, in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Paulatuk.

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 Tłı̄chǫ 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 Tłı̄chǫ 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 administers all regional health and social services delivered through the Inuvik Regional Hospital (IRH), a 47 in-patient bed accredited facility, 7 Community Health Centers; and seventeen other sites, including social services and dental therapy offices, public health clinics, elder's facilities, and various group homes. The NTHSSA provides and supports the delivery of health care services to adults and children on an inpatient, outpatient and outreach basis in order to enhance healthy community's well-being through excellence, accountability and respect for regional diversity.

Located within the Paulatuk Health Centre and reporting directly to the Nurse in Charge the Community Health Nurse (CHN) works with the NIC and delivers community health services. The Health Centre is the sole medical facility in the community and supports approximately 2,700+ individual encounters per year.

Community Health Services include providing non-emergency medical care; responding to medical emergencies that require decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and well-ness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical incident services is supported by the NIC and a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools or in a patients home (i.e. elderly population) and are intended to promote a health way of life, and decrease the incidence of death and disease and injury. Services may be provided on an individual basis or as part of a multi-disciplinary team.

In Paulatuk the CHN and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care.

RESPONSIBILITIES

1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs),

- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.),
- Evaluate community health programs on a continuing basis and modify programs for appropriateness,
- Act as a resource for other community based health care workers (CHR, Lay Dispensers, Home Support Workers, etc.), and
- Promote a safe and healthy environment in homes, schools and throughout the community.

2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients.

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x-rays of extremities and/or lungs in order to make appropriate diagnosis),
- Coordinate the admission and transfer (including medevac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with a physician in Inuvik to ensure the patient receives appropriate care,
- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner,
- Assist patients to achieve their optimum level of health in situation of normal health, illness, injury, or through the process of dying,
- Advocate the dignity and self-respect of patients,
- Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services, Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required,
- Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs,
- Package and transport biological samples and pharmaceutical materials, and
- Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.

3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.

- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.),
- Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs, and
- Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.

4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.

- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care,
- Collaborate with nurses, peers and other members of the health care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff, and
- Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharps, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night) that may cause a significant disruption to the incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 7+ day's on-call per month. It is normal for the individual on standby to be called back into work (several times a day and night), which causes significant stress on the incumbent's family and social life.

In addition, within the health care setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

The incumbent works in a secure environment and interaction with clients who may become agitated, potentially hostile and unpredictable behavior could result in exposure to high-risk situations. As a result, there is a real concern for safety and well-being, which may cause extreme levels of stress & physical harm, on the incumbent.

The role requires tactful interaction with patients, families and staff and the need to handle several complex issues concurrently while maintaining attention to detail. The incumbent is expected to remain calm, controlled and professional, regardless of the situation and demonstrate compassionate care to the client, family and other members of the health care team.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.
- 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.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes and ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears) .
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, WBC, HGB, blood smears, pregnancy tests, microscopic exam of specimens, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to apply and remove casts or splints.
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families (where applicable) on appropriate self- care methods and techniques.

- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of patients and their families .
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within a northern health center.

An ability to obtain satisfactory criminal records check is mandatory.

ADDITIONAL REQUIREMENTS

Beaufort-Delta Regional Requirements

Within the Beaufort-Delta region all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- WHMIS,
- Back Logic,
- Fire training, and Certification in basic CPR.

Within the Community Health Centre all nurses must be able to acquire and remain current with the following training:

- Transportation of Dangerous Goods,
- Standard X-ray processing (chest and extremities),
- Pharmaceutical process and procedures, and
- General laboratory functions.

Training in emergency response would be an asset. Canadian Nursing Association Certifications are desirable.

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

Indigenous language: To choose a language, click here.

Required
 Preferred



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number	Community	Division/Region
47-13890	Sachs Harbour	Community Health Centres/ Beaufort Delta

PURPOSE OF THE POSITION

To provide community health services in Sachs Harbour, in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Tuktoyaktuk.

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 Tłı̄ch̄o 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 Tłı̄ch̄o 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 administers all regional health and social services delivered through the Beaufort-Delta. NTHSSA provides and supports the delivery of health care services to adults and children on an inpatient, outpatient and outreach basis in order to enhance healthy community's well-being through excellence, accountability and respect for regional diversity.

Located within the Sachs Harbour Health Centre and reporting directly to the Nurse in Charge the Community Health Nurse (CHN) is one of three CHN. The Health Centre is the sole medical facility in the community and supports approximately 6,600 individual encounters per year.

Community Health Services include providing non-emergency medical care; responding to medical emergencies that require decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and well-ness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical incident services is supported by the NIC and a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools or in a patients home (i.e. elderly population) and are intended to promote a health way of life, and decrease the incidence of death and disease and injury. Services may be provided on an individual basis or as part of a multi-disciplinary team.

In Sachs Harbour, the CHN and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care.

RESPONSIBILITIES

1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.

- Deliver a wide variety of community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs).
- Assist in the arranging of, and participate in specialty clinics with physician specialists or other health care providers (i.e. Ophthalmic Technologists, Dental Therapists, etc.).
- Evaluate community health programs on a continuing basis and modify programs for appropriateness.

- Act as a resource for other community based health care workers (CHR, Lay Dispensers, Home Support Workers, etc.).
 - Promote a safe and healthy environment in homes, schools and throughout the community.
- 2. Provide direct nursing care to patients/clients using a problem solving approach and in accordance with the standards, guidelines and scope of expanded nursing practice to facilitate care of patients.**
- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient (assessments may involve taking x- rays of extremities and/or lungs in order to make appropriate diagnosis).
 - Coordinate the admission and transfer (including medevac) of patients based on the identification of abnormal findings, critical nature of a patient and consultation with a physician in Inuvik to ensure the patient receives appropriate care.
 - Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner.
 - Assist patients to achieve their optimum level of health in situation of normal health, illness, injury, or through the process of dying.
 - Advocate the dignity and self-respect of patients.
 - Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services, Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required.
 - Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs.
 - Package and transport biological samples and pharmaceutical materials.
 - Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.
- 3. Facilitate, implement and modify patient and family educational/teaching based on the needs of the patient.**
- Use a holistic approach to facilitate individual learning of patients and their families in relation to patient illness or injury (i.e. self-care, health promotion, etc.).
 - Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs.
 - Develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.
- 4. Advocate practice environments that have the organization and resource allocations necessary for safe, competent and ethical nursing care.**
- Provide coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care.

- Collaborate with nurses, peers and other members of the health care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and staff.
- Participates in research (i.e. flu watch), special projects (new immunization programs) and monthly interagency meetings to plan, implement and evaluate joint projects related to the community's health status.

WORKING CONDITIONS

Physical Demands

From time to time (1 - 2 times per week at 10 minutes per incident) the incumbent will be required to lift, carry or support patients during the provision of patient care. This includes incapacitated patients within the Health Centre and emergency patients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB), blood (i.e. drawn from patients in sick clinic and during the processing of body fluids for transportation to the IRH Laboratory), body fluid and hazardous materials (sharps, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

As a result of living in an isolated, northern community, the incumbent may be required to travel on small planes and on ice or winter roads when traveling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Health Care Centre.

Mental Demands

The CHN experiences constant demands from residents within the community who may require nursing care at any time (day or night) that may cause a significant disruption to the incumbent's family and social life. In addition, the incumbent is also subject to disruption in lifestyle due to 7+ day's on-call per month. It is normal for the individual on standby to be called back into work (several times a day and night), which causes significant stress on the incumbent's family and social life.

In addition, within the health care setting there can be significant lack of control over the work pace, with frequent interruptions (work is often dictated by external factors) that may lead to mental fatigue or stress.

The incumbent works in a secure environment and interaction with clients who may become agitated, potentially hostile and unpredictable behavior could result in exposure to high-risk situations. As a result, there is a real concern for safety and well-being, which may cause extreme levels of stress & physical harm, on the incumbent.

The role requires tactful interaction with patients, families and staff and the need to handle several complex issues concurrently while maintaining attention to detail. The incumbent is expected to remain calm, controlled and professional, regardless of the situation and demonstrate compassionate care to the client, family and other members of the health care team.

KNOWLEDGE, SKILLS AND ABILITIES

- The CHN must have a working knowledge of and an ability to apply and assess the nursing process (assessment, planning, implementation and evaluation) and current nursing practice (including public health) to ensure that the patients' physical, emotional, psychosocial, spiritual and educational needs are met.
- 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.
- The CHN must have an ability to provide emergency care and treatment as the position is required to perform transferred medical functions beyond normal hospital training. This includes and ability to perform advanced nursing functions such as but not limited to: suturing, venipuncture for all age groups and immunization techniques.
- A knowledge of and an ability to apply sanctioned transferable medical functions as outlined in the Nursing Administration Manual's standards, policies and guidelines (i.e. pap smears) .
- An ability to operate and/or use standard medical equipment (such as but not limited to - ECG, peripheral IV pumps and lines, stretchers, thermometers, NG tubes, sphygmomanometer, blood glucose monitors, suction tubes, sharps, pulse oximeter, etc.)
- An understanding of and an ability to perform basic laboratory functions such as but not limited to: ESR, WBC, HGB, blood smears, pregnancy tests, microscopic exam of specimens, various swab specimens, the preparation of specimens for culture and sensitivity, ECGs and quality control of laboratory machinery.
- An ability to perform radiological examinations (X-rays) of the chest and extremities.
- An ability to apply and remove casts or splints.
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct on-line research.
- An ability to educate patients and their families (where applicable) on appropriate self-care methods and techniques.
- Knowledge of and an ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) in order to ensure support of patients and their families .

- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, 2 years recent nursing experience in an acute care setting or within a northern health center.

An ability to obtain satisfactory criminal records check is mandatory.

ADDITIONAL REQUIREMENTS

Beaufort-Delta Regional Requirements

Within the Beaufort-Delta region all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications.

- WHMIS.
- Back Logic.
- Fire training, and Certification in basic CPR.

Within the Community Health Centre all nurses must be able to acquire and remain current with the following training.

- Transportation of Dangerous Goods.
- Standard X-ray processing (chest and extremities).
- Pharmaceutical process and procedures.
- General laboratory functions.

Training in emergency response would be an asset. Canadian Nursing Association Certifications are desirable.

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

Indigenous language: To choose a language, click here.

Required

Preferred



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Community Health Nurse	
Position Number	Community	Division/Region
47-1181	Ulukhaktok	Community Health Centres/ Beaufort Delta

PURPOSE OF THE POSITION

To provide community health services in Ulukhaktok, in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure the provision of safe standardized health care to the residents of Ulukhaktok.

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 Tłı̄chǫ 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 Tłı̄chǫ 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 administers all regional health and social services delivered through the Inuvik Regional Hospital (IRH), a 47 in-patient bed accredited facility, 7 Community Health Centers; and seventeen other sites, including social services and dental therapy offices, public health clinics, elder's facilities, and various group homes. The NTHSSA provides and supports the delivery of health care services to adults and children on an inpatient, outpatient and outreach basis in order to enhance healthy community's well-being through excellence, accountability and respect for regional diversity.

Located within the Ulukhaktok Health Centre and reporting directly to the Nurse in Charge the Community Health Nurse (CHN) works with the NIC and delivers community health services. The Health Centre is the sole medical facility in the community and supports approximately 3,600 individual encounters per year.

Community Health Services include providing non-emergency medical care; responding to medical emergencies that require decision making outside of the usual policies, procedures and standards of nursing care; and delivering nursing programs designed to promote community health and well-ness (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment, etc.). The provision of critical incident services is supported by the NIC and a physician over the telephone when communications links are available.

Services may be provided within the Health Centre, community halls, schools or in a patients home (i.e. elderly population) and are intended to promote a health way of life, and decrease the incidence of death and disease and injury. Services may be provided on an individual basis or as part of a multi-disciplinary team. In Ulukhaktok the CHN and the NIC will be required to provide on-call coverage on a rotational basis during the evening and weekends to provide emergency nursing care.

RESPONSIBILITIES

- 1. Provide comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, chronic disease clinic, immunization programs, communicable disease surveillance and treatment) according to the GNWT Health Standards in order to protect, prevent and reduce the incidence of communicable disease, to promote a healthy life style and to reduce the incidence of disability and/or death to all community members.**
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- General laboratory functions.

Training in emergency response would be an asset. Canadian Nursing Association
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Basic (B) Intermediate (I) Advanced (A)
WRITING SKILLS:
Basic (B) Intermediate (I) Advanced (A)
- French preferred

Indigenous language: To choose a language, [click here](#).

- Required
- Preferred