



## IDENTIFICATION

Department	Position Title	
Tłı̨chǫ Community Services Agency	Community Health Licensed Practical Nurse (CHLPN)	
Position Number	Community	Division/Region
27-13829	Behchokǫ	Health and Social Program/Tłı̨chǫ

## PURPOSE OF THE POSITION

The Community Health Licensed Practical Nurse (CHLPN) provides multifaceted community health services to the Tłı̨chǫ Region's Communities in accordance with established employer standards of nursing practice for LPNs and the philosophy and objectives of the Tłı̨chǫ Community Services Agency (TCSA) to ensure the provision of safe standardized health care to the residents of the community.

## SCOPE

The scope of the Tłı̨chǫ Community Services Agency (TCSA) is to manage the delivery of a range of integrated public Government of the Northwest Territories (GNWT) and First Nations health, wellness and education programs and services for the Tłı̨chǫ communities of Behchokǫ, Gametì, Wek'Weeti and Whatì. Established in 2005 as part of the Tłı̨chǫ Agreement, the Agency is designed to be an interim GNWT organization through which the Tłı̨chǫ Government will eventually exercise their treaty rights for self-government. The Agency serves approximately 3,000 people. Programs and services include K-12 education, health and wellness, child and family services, mental health and addictions, an 18-bed Long Term Care Facility, continuing care and independent living.

The Tłı̨chǫ Community Services Agency vision "Strong Like Two People" is a metaphor for the desire by community leadership to build an organization, and create program and services, that recognize the strength and importance of two cultures.

Local Tłı̨chǫ and non-Tłı̨chǫ knowledge have complementary strengths, which together can achieve solutions to contemporary problems which neither could alone.

Located within the Community Health Centre and reporting directly to the Nurse in Charge (NIC), the Community Health Licensed Practical Nurse (CHLPN), delivers core community



health services to residents in Behchokǫ. The Health Centre is the sole health facility in the community.

Community Health Services include providing non-emergency medical care; delivering 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, immunization programs, communicable disease surveillance, sick clinic, emergency care and Home Care/Support Services).

Services may be provided within the Health Centre, at the community hall, schools or client's home (i.e. Home Care, home visits) 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 CHLPN is a member of the Community Health Care Team.

Although the LPN provides direct nursing care to residents, when faced with unfamiliar situations or situations outside the LPN's scope of employment the LPN will refer the situation or problem to the community health nurse and/or Nurse in Charge (RN) for direction. The LPN will administer medications and immunizations within their scope of employment and as defined by TCSA policy and certifications.

## **RESPONSIBILITIES**

**1. The CHLPN supports comprehensive community health programs (including but not limited to Well-Child/Adult clinics, pre and post-natal clinics, school health program, chronic disease management, immunization programs, home care, communicable disease surveillance and treatment) by following the Department of Health and Social Services (DHSS) NWT Community Health Standards, 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.**

- Supports the delivery of a wide variety of core community health clinics by utilizing best practices, DHSS standards of practice and policies and TCSA policies.
- Assists in the arrangement of and participate in specialty clinics with physician specialists or other health care providers (Ophthalmic Technologists, OT, PT, SLT, Dietician).
- Participates in the evaluation of 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.
- Acts as a resource for other community-based health care workers (Home Support Workers, Community Social Services Worker, Mental Health and Wellness Counselor, etc.).



- Promotes a safe and healthy environment in homes, schools and throughout the community.
  - Support other community health centers in their provision of community health programs and may be required to travel to other communities.
- 2. The CHLPN provides independent nursing care to patients requiring community health nursing treatment within the scope of the CHLPN using a problem-solving approach and in accordance with the standards, guidelines and scope of employment to facilitate individualized nursing care to residents of the community.**
- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the patient.
  - Measure, interpret and record vital signs and report to the community health nurse if outside normal parameters.
  - Perform appropriate physical assessments on patients and document according to the Electronic Medical Record (EMR) and TCSA policies.
  - Package and transport biological samples and pharmaceutical materials.
  - Work within the interdisciplinary team both in clinic with health center staff, visiting clinicians, and via telehealth with specialists.
  - Assist patients to achieve their optimum level of health in situations of normal health, rehabilitation, illness, injury, or in the process of dying.
  - Advocate the dignity and self-respect of patients.
  - Apply and promote principles of equity and fairness to assist clients in receiving unbiased treatment and a share of health services and resources proportionate to their needs.
  - Act in a manner consistent with their professional responsibilities and standards of practice.
  - Assist community health nurses with provision of care and treatment during clinic and afterhours with emergent patients that may or may not require relocation to tertiary facilities via ground ambulance transportation where applicable.
- 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 (self-care, health promotion, etc.).
  - Assess the client 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 clients.



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

- Maintains a safe, clean, orderly environment for patients.
- Maintains continued competencies in medication administration.
- Monitors stock levels (medical and non-medical) and notifies the NIC when levels are getting low to arrange for the ordering of supplies as required.
- Reports any damage or problems with equipment, tools or structures within the facility so that the NIC can arrange for corrective action in a timely manner.
- Provides 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.
- Collaborates with nursing colleagues and other members of the health team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and others in the setting.
- Participate in committees, task forces, and research projects as related to community health.

**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.

The incumbent 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, standing or sitting for long periods.

The incumbent may be required by the nurse on call to assist in treatment and monitoring of patients afterhours. The incumbent may also be required to provide support by vehicle in transportation of the patient with the medevac team, and home care clients.

**Environmental Conditions**

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (TB), blood (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 ground ambulance 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 Centre.

### **Mental Demands**

The CHLPN 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.

Within the health care setting there can be significant lack of control over the workplace, 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 Health Centres may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and RCMP escorts. The CHLPN 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 CHLPN 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) to ensure that the client's physical, emotional, psychosocial, spiritual and educational needs are met.
- As all disease processes are presented to the Health Centre, the Licensed Practical Nurse must be up to date with disease processes, treatments and assessment.
- Basic 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.
- The CHLPN must have an ability to provide care and treatment as the position is required to perform transferred health functions beyond normal hospital training. This includes an ability to perform some advanced nursing functions such as but not limited to venapuncture for all age groups and immunization techniques.



- An ability to operate and/or use standard medical equipment (such as but not limited to monitoring of peripheral IV pumps, stretchers, thermometers, sphygmomanometer, blood glucose and hemocue monitors, sharps, pulse oximeter, x-ray machine, etc.).
- An ability to perform radiological examinations (X-rays) of the chest and extremities and transmit for reading via Di-Pacs computerization as per Policy.
- Knowledge of and ability to operate computer applications (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), 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 TCSA (Social Services, Public Health) 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 with Access to Information Legislation & Public Health, WSCC, etc. mandatory reporting.
- Knowledge of and experience with clients that suffer from drug use and addictions would be a great asset.
- Ability to operate in a team environment in a highly cooperative environment.
- An understanding of the cultural and social issues in the community.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

**Typically, the above qualifications would be attained by:**

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

Community Health Licensed Practical Nurses must be License with the GNWT Registrar Valid Class 5 Driver's License

Equivalent combinations of education and experience will be considered.

**ADDITIONAL REQUIREMENTS**

TCSA Requirements:

Within the 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



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- Certification in CPR & AED
- Airside Vehicle Operator's Permit (AVOP)
- Immunization Certificate
- Other internal certification programs (Lab, Pharmacy, x-ray)
- Non-violent Crisis Intervention
- Cultural Training
- Hand Washing Certificate
- Mental Health First Aid
- Applied Suicide Intervention Skills Training (ASIST)
- Training as required by Accreditation Canada

**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:** Tlicho

- Required  
 Preferred