



IDENTIFICATION

Department	Position Title	
Tlicho Community Services Agency	Community Health Nurse	
Position Number(s)	Community	Division/Region(s)
27-13592	Whati	Health & Social Programs/Tlicho

PURPOSE OF THE POSITION

To provide community health programs in Whati in accordance with established standards of nursing practice and the philosophy and objectives of the Tlicho Community Services Agency (TCSA) to ensure the provision of safe standardized health care to the residents of that community.

SCOPE

The TCSA administers all regional health and social programs delivered to a population of approximately 3,000 residents of the Tlicho region through 3 Community Health Centres, 1 Community Health Station as well as the residents of the Jimmy Erasmus Seniors Home. The TCSA provides and supports the delivery of health care services to adults and children on an outpatient and outreach basis in order to enhance healthy communities' wellbeing through excellence, accountability and respect for regional diversity.

Located within the Whati Health Centre and reporting directly to the Nurse-in-Charge (NIC) the Community Health Nurse (CHN) delivers community health programs to a client population of approximately 511 residents. The Health Centre is the sole medical facility in the community.

Community Health Programs include providing non-emergency medical care; responding to medical crisis that requires the incumbent to use the standards of nursing care when deciding to override policies and procedures; and delivering nursing programs designed to promote community health and wellness (ie. including but not limited to well-child/woman/man clinics, pre and post-natal clinics, school health program, home care program, chronic disease program, immunization programs, communicable disease surveillance and treatment, etc.). The provision of Emergency services is supported by the NIC and a physician over the telephone when communication links are available.

Services may be available within the Health Centre, community halls, schools, in a client's home (ie. elderly population) or on the highway (ie. ambulance call) 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-discipline team.

Within the Whati Health Centre the CHN will be required to provide on-call coverage on a rotational basis with NIC during the evening and weekends to provide emergency nursing care to the residents of Whati.

RESPONSIBILITIES

- 1. Provide comprehensive community health programs (ie. 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 Community 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.**

Main Activities:

- 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 (ie. 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, Home Support Workers, etc.)
- Promote a safe and healthy environment in homes, schools and throughout the community.

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

Main Activities:

- Assess, plan, implement, document and evaluate care to ensure a coordinated holistic approach which best meets the needs of the client (assessments may involve taking x-rays of extremities and/or lungs in order to make an appropriate diagnosis)
- Coordinate the admission and transfer (including medevac) of clients based on the identification of abnormal findings, critical nature of a client and in consultation with the NIC, Physician in Yellowknife or other health care providers to ensure the client receives appropriate care

- Maintain client and administrative records following professional and legal guidelines in a confidential, concise and accurate manner
- Assist clients to achieve their optimum level of health in situations of normal health, illness, injury or through the process of dying
- Advocate the dignity and self-respect of clients
- Promote the autonomy of clients 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 share outside the health care team only with the client's permission or as legally required
- 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
- Package and transport biological samples and pharmaceutical materials.

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

Main Activities:

- Use a holistic approach to facilitate individual learning of clients and their families in relation to client illness or injury (ie. self-care, health promotions, 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 in consultation with the NIC.

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

Main Activities:

- 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 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 clients and staff
- Participates in research (ie. flu watch), special projects (new immunization programs) and monthly inter-agency meetings to plan, implement and evaluate joint projects related to the community's health status.

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 clients' physical, emotional, psychosocial, spiritual and educational needs are met.

- Knowledge of biological, physical and behavioural 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 (ie. 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, 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 and evaluate 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 (ie. Microsoft Word) in order to complete training materials and presentations, electronic mail to send and receive mail and the internet in order to conduct online research.
- An ability to educate clients and their families (where applicable) on appropriate self-care methods and techniques.
- Knowledge of and ability to network resources within and outside the TCSA (ie. 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.
- Self Control (Responds Calmly) – Feels strong emotion in the course of conversation or other tasks, such as anger, extreme frustration or high stress, controls emotions and continues to talk or act calmly.
- Flexibility (Adapts Normal Procedures) – Alters normal procedures or ways of working to fit a specific situation to get the job done and/or to meet TCSA goals (ie. performs co-workers' tasks when needed).
- Valuing Diversity (Monitors and Modifies Own Behaviour) – An ability to monitor and evaluate own beliefs and behaviours with regard to prejudices and personal bias and practice new behaviour as appropriate.
- Presentation Skills (Presents Effectively) – An ability to deliver clear, concise and effective presentations using content and style adapted to suit and likely to influence the intended audience.
- Conceptual Thinking (Sees Patterns) – When looking at information sees patterns, trends or missing pieces and notices when a current situation shows some similarities to a past situation and identifies the similarities.

- Listening, Understanding & Responding (Listens Responsively) – An ability to demonstrate objective and active listening. This includes an ability to behave in a helpful and responsive manner and an ability to seek out the facts and pertinent information before drawing conclusions.
- Client Service Orientation (Addresses Underlying Needs) – An ability to seek information about the real, underlying needs of the client, beyond those expressed initially and matches these to available services.
- Teamwork & Cooperation (Cooperates) – An ability to participate willingly and support team decisions (ie. is a good team player). This includes doing one's own share of the work and sharing all relevant and useful information.
- Expertise (Volunteers Extra Help) – An ability to go beyond just answering a questions, to add extra knowledge, greater understanding or to help influence an internal or external client.

Typically, the above qualifications would be attained by:

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree.

Acquiring 2 years recent nursing experience in an emergency or critical care setting or in a northern health center.

Experience in Home Care would be an asset.

The completion of an Introduction to Advanced Practice (IAP) course or its equivalency.

Certification in Basic Trauma Life Support (BTLS) would be an asset.

Within the Tlicho Community Services Agency nurses must be registered with the Registered Nurses Association of the Northwest Territories or Nunavut.

A Criminal Records Check is required.

Tlicho Community Services Agency Requirements:

Within the TCSA all 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
- Certification in basic CPR and First Aid

Within a TCSA 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 and a Driver's License would be assets
Related Canadian Nurses' Association Certifications are desirable.

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. Express frequency and duration of occurrence of physical demands, environmental conditions, sensory demands and mental demands.

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 clients coming to the Health Centre.

Environmental Conditions

For entire shifts the incumbent will have moderate levels of exposure to communicable diseases (ie. TB), blood (ie. drawn from patients in sick clinic and during the processing of body fluids for transportation to the Stanton Territorial Health 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 travelling to or from the community.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during an on-going assessment and continuous observation of clients 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 periods of on-call. 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 Nurse may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol where the incumbent may be at risk of physical 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 wellbeing which may cause extreme levels of stress on the incumbent both during and after working hours.

ADDITIONAL REQUIREMENTS

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