



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Territorial Specialist, Autism Spectrum Disorder	
Position Number	Community	Division/Region
48-15543	Yellowknife	Rehabilitation and Continuing Care Services/Yellowknife Region

PURPOSE OF THE POSITION

The Territorial Specialist Autism Spectrum Disorder (TS-ASD) is a departmental and territorial expert that provides seasoned knowledge, leadership, development and mentoring to support all NWT communities in managing and providing care for individuals with suspected or diagnosed ASD.

This incumbent works within the context of an integrated team approach (including regional rehabilitation teams, pediatricians, educational professionals, families and community services providers) to develop strategies that best meet the needs of the child and the family. Through system navigation and case management, the incumbent provides direct support to families. The TS-ASD also identifies training needs and provides education to caregivers; community support and service providers. The incumbent conducts research, analyses and provides recommendations on issues related to the design and delivery of a territorial model for services of individuals with ASD.

SCOPE

Northwest Territories Health and Social Services Authority (NTI-ISSA) is the single provider of all health and social services in the Northwest Territories (NWT), except for Hay River and Tẖchq 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 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 Tłchq Community Services Agency (TCSA) and Hay River Health and Social Services Agency (HRHSSA) operate under separate boards, 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.

NTHSSA administers health and social services to the residents of the Yellowknife Region in the NWT. NTHSSA directly and contractually employs over 300 staff who deliver these services in Yellowknife, Ft. Resolution, Lutsel K'e, N'Dilo, and Dettah for the Yellowknife Region. NTHSSA provides and supports the delivery of services to adults, children, and seniors on an inpatient, outpatient, and outreach basis at multiple sites across the city of Yellowknife and the Communities of Lutselk'e, N'Dilo, Dettah, and Ft. Resolution. These services include community-based social services, a public health clinic, primary care services, rehabilitation services, home and community care services, and long-term care/extended care services.

There are four regional rehabilitation teams located in Fort Smith, Hay River, Inuvik and Yellowknife. Rehabilitation services consist of audiology, occupational therapy (OT), physiotherapy (PT) and speech language pathology (SLP). All teams provide PT, OT and SLP services; the Yellowknife and Inuvik teams provide audiology services. Each regional team is responsible for delivering services within the community where they are located as well as other smaller communities. The provision of regional services is achieved using various methods of delivery including community travel clinics, Telehealth, telephone, etc. Child Development Teams (CDT) are located within the Yellowknife and Inuvik rehabilitation teams.

Based in Yellowknife, the TS-ASD collaborates and consults with regional and community teams to provide family and patient centered care, for individuals who have suspected or diagnosed ASD, to all 33 NWT communities. The incumbent will monitor the delivery of the individual's intervention plan and act as a resource for best practice ASD interventions to families, rehabilitation teams and other service providers.

This position initiates and fosters essential positive integrated working relationships within NTHSSA, TCSA, HRHSSA, non-government organizations (NGOs) and other stakeholders to assess and deliver the type and level of support required to ensure the delivery of efficient and effective services, including leading and development training opportunities for rehabilitation teams in the NWT.



This position reports to the Territorial Manager, Occupational Therapy and Child Development Team (Manager) and collaborates with the second TS-ASD position, the regional rehabilitation teams in Fort Smith, Hay River, Inuvik, and Yellowknife; Regional and Territorial Coordinators, Child Development Team. Additionally, as diagnostic services are provided out of territory, the incumbent works closely with the Alberta Health Services diagnostic and follow up teams.

RESPONSIBILITIES

1. Provides clinical leadership in the areas of ASD to regional rehabilitation teams and community services to support the provision of care to individuals with suspected or diagnosed ASD and their families.

- By employing a coaching framework, the incumbent supports and guides the team surrounding the child (family, early intervention, rehab, school, etc.) to provide the best care.
- Advances the capacity in providing ASD assessment and intervention by assisting in the development of essential competencies required for pediatric rehabilitation services.
- Assesses individual therapist clinical competencies to identify learning and mentoring needs.
- Provides seasoned expertise, leadership, guidance and mentoring to regional therapists, peers, students and other members of the health care team to foster reflective practice and develop skill levels necessary to achieve the standard of care.
- Models a respectful work environment that ensures effective, efficient and quality service is provided from intake to discharge.
- Provides expert feedback to staff, Regional and Territorial Managers, including contributing to regular performance reviews, to ensure staff performance meets operational requirements and standards of care.
- Provides consultation, documentation and professional opinion on ASD supports, appropriate treatment and follow-up of children to rehabilitation professionals, medical specialists, family physicians, community nurses and other health care professionals.
- Disseminates research related to inter-professional services for ASD.
- Participates in committees, task teams, and research projects as required.

2. Collaborates with the regional team and provides consultation to individuals with ASD and their families requiring Rehabilitation Services using a problem-solving approach and in accordance with the standards, guidelines and scope of Rehabilitation Services to facilitate individualized patient care.

- Assesses, prescribes, implements, documents and evaluates care and modifies as necessary to ensure a coordinated, holistic and client centered approach to patient care based on best practices.



- Educates and counsels clients/caregivers on the nature of ASD and supports for implementation of strategies and supports.
- Supports and interacts with families in a way that incorporates their needs, perspective, preference and experience.
- Empowers families in advocating for their child's needs.
- Research appropriate community support resources and services.
- Assists families with the selection of services that best meet the child's needs and the integration of services into the family's current way of life, including supporting Jordan's Principal applications for funding.
- Educates family/care providers and monitors delivery of the therapeutic plan delegated to regional rehabilitation teams, community health care and/or school staff.
- Initiates the development of local community support services as required.
- Educating community supports/services regarding environmental adaptations to best meet the needs of the child.
- Coordinates and travels to communities for outreach clinics; collaborates with regional rehabilitation teams, community healthcare staff, school staff and other stakeholders to determine schedule, service delivery and ongoing follow-up.
- Coordinates and collaborates with out-of-territory services (e.g., Glenrose Diagnostic Team).
- Participates in and/or initiates child specific case conferences as required.
- Acts as a patient advocate to provide holistic care, recognizing and respecting client and family beliefs and rights, to achieve their desired outcomes.
- Maintains patient confidentiality within confidentiality guidelines.
- Provides statistical information as required for program evaluation.

3. Acts as an ASD expert for the NTHSSA and community stakeholders.

- Design and conduct professionally credible and effective programs for rehabilitation teams, health care practitioners, schools and other community stakeholders to facilitate expert care for individuals with ASD.
- Develops and leads ASD training opportunities for ASD rehabilitation teams, health care practitioners, schools and other community stakeholders, or when needed facilitates external training opportunities.
- Research, analyses, develops, and maintains a professional knowledge base of current ASD information and best practice information.
- Provides recommendations on issues related to the design and delivery of a Territorial model for services for individuals with ASD in alignment with GNWT frameworks and action plans (e.g., Early Childhood Development Framework and Action Plan, Disability Framework, Integrated Service Delivery Model, etc.).
- Communicates current best practice ASD information to families and community services providers.



- Research community groups that may benefit from education/training information on ASD and provides appropriate training.
- Is an expert that promotes the scope and role of ASD rehabilitation services to external agencies.

WORKING CONDITIONS

Physical Demands

Working with children can involve bending, kneeling and standing in awkward positions. While visiting smaller communities the incumbent may need to travel with heavy baggage that holds testing equipment (e.g., diagnostic resources, therapeutic equipment, etc.).

Environmental Conditions

During their day an incumbent may be exposed to communicable diseases, blood and body fluid, and unsanitary conditions during home visits, that can result in potential health risk to the incumbent.

Sensory Demands

The incumbent will be required to use the combined senses of sight and hearing during interviews/presentations. Uncontrolled settings may be distracting for both the incumbent and the patient. The TS -ASD must be constantly aware of patients' cognitive, physical and emotional needs providing care. Unlike adults, small children are unable to request assistance when required, therefore the incumbent must always maintain alertness.

Mental Demands

There is legitimate concern about risk of verbal or physical assault and unknown and unpredictable situations and the Coordinator 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.

The incumbent may travel to communities up to 30 days per year that could cause moderate levels of stress on the incumbent's family and social life.

KNOWLEDGE, SKILLS AND ABILITIES

- Understanding of and clinical expertise in the delivery of evidence-based rehabilitation services specializing in the field of ASD.
- Knowledge of neurobiology, child and adolescent development, behaviours and learning.
- Knowledge of community resources, policies and procedures of NTHSSA and Department of Health and Social Services and all Acts and Legislation applicable to the program delivery.
- Knowledge of and ability to operate word processing applications (e.g. Microsoft Word) to complete training materials and presentations, electronic mail to send and receive



correspondence and the internet to conduct on-line research.

- Skills in communicating and interviewing techniques are required in both written and verbal forms; effective listening skills are essential to fulfill the demands of the position.
- Ability to work effectively with families and professionals in addressing the special needs of children with ASD or other disabilities.
- Skills in developing and delivering training and/or education for adults.
- Ability to work as a member of a multidisciplinary team and ability to provide professional leadership.
- Interpersonal and written communication skills to support the development and provision of professional training and information for various stakeholders.
- Ability to synthesize, disseminate and apply knowledge.
- Understanding of, and commitment to, the strategic development and improvement of rehabilitation services for children with ASD in the NWT.
- An ability to facilitate creative problem solving using a situational approach incorporating conceptual, analytical, interpretive, evaluative, intuitive and constructive thinking skills.
- An ability to educate patients, families and other stakeholders on appropriate programming methods and techniques.
- Ability to develop a network of resources within and outside the organization.
- The incumbent must have the ability to work independently with a minimum of supervision.
- Sensitive to geographical and cultural diversity.
- 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 most obtained through a master's degree in a Rehabilitation Services discipline and three years of relevant experience.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

- Must be licensed with a provincial college and certified with the national association of their respective field.
- Proof of Immunization in keeping with current public health practices is required.
- NTHSSA has several certifications that are required upon hire, depending on the area where the employee works, including but not limited to: Indigenous Cultural Awareness, Biohazardous Waste, Biosafety and Biosecurity, Infection Control, Workplace Hazardous Materials Information System (WHMIS) and others directly related to the incumbent's scope of practice.

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: Select language

☐ Required

☐ Preferred