IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Regional Community Health Nurse, Public Health	
Position Number	**Community**	**Division/Region**
48-17507	Yellowknife	Public Health/Yellowknife

PURPOSE OF THE POSITION

The Regional Community Health Nurse-Public Health (Regional CHN-PH) provides comprehensive community heath and public health service to their region in accordance with established standards of nursing practice, the philosophy, objectives and policies of the Northwest Territories Health and Social Services Authority, the principles of Primary Health Care and the NWT Public Health Act, combined to ensure the provision of safe standardized health care, to protect, restore and promote health, to the residents of their region.

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 Tłı̨chǫ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-indigenous persons. 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.

Under the direction of the Minister of Health and Social Services, the NTHSSA was established to move toward one integrated delivery system as part of the Government of the Northwest Territories (GNWT) transformation strategy. The NTHSSA sets clinical standards, procedures, guidelines, and monitoring for the entire Northwest Territories. While the Tłı̨chǫ Community Services Agency (TCSA) operates under a separate board, and Hay River Health and Social Services Agency (HRHSSA) remains separate in the interim, Service Agreements will be established with these boards to identify performance requirements and ensure adherence to clinical standards, procedures, guidelines, and policies as established by the NTHSSA.

Since 2013, the NWT health and social services system has been engaged in a strategic renewal process. This began with System Transformation, a multi-year, community engagement-driven process to develop a model for an integrated health and social services system. The resulting changes to the system's governance structure have enabled a one system approach, allowing for greater efficiency and integration while better respecting the unique contexts and strengths of the NWT's distinct regions and cultures.

The NTHSSA is responsible for the effective delivery of regional Primary and Public health services to residents of Beaufort-Delta, Dehcho, Sahtu, Fort Smith and Yellowknife Regions that access Health Centres and Cabins. The NTHSSA provides and supports the delivery of health and social services across the lifespan on an outpatient and outreach basis to enhance healthy communities and well-being through excellence, accountability, and respect for regional diversity, and works with communities to promote healthy lifestyles.

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 wellness, decrease suffering and prevent injury/disease across the lifespan (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 Nurse in Charge and/or by a physician over the telephone when communications links are available. Services may be provided within a Primary Care/Public Health Centre, community building/business, 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 individually or as part of a multi-disciplinary team.

This position is located in Yellowknife and reports directly to the Regional Manager of Public Health. The Regional Community Health Nurse –Public Health will coordinate with the Regional Manager to support the Community Health Nurse to deliver of Public Health program as outlined in NWT Public Health Standards.

RESPONSIBILITIES

1. **Provides comprehensive community health programs (i.e. including but not limited to Well-Child/Woman/Man clinics, pre and post-natal clinics, school health program, health education classes, chronic disease clinic, immunization programs, communicable and chronic disease surveillance, control and treatment) according to the Government of the Northwest Territories 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 public health/community health clinics (both pre-packaged and requiring development by the incumbent to fit community needs).
- Evaluate public health/community health programs on a continuing basis and modify programs for appropriateness, in collaboration with Territorial Public Health.
- Act as a resource for other community-based health care workers (such as Community Health Nurses, Community Heath Representatives and Community Support Workers)
- Promotes safe and healthy environments in homes, schools, day cares, worksites and in the general community.
- Participates in committees, task forces and research projects related to specialty programs.

2. **The Regional CHN-PH provides direct nursing care and sanctions transferred medical functions (for example, dispensing pharmaceuticals) to clients requiring nursing treatment using a problem-solving approach and in accordance with the standards, guidelines, and scope of professional nursing practice to facilitate individualized nursing care to clients of the of their region.**
   - Assess, plan, implement, document, and evaluate care to ensure a coordinated holistic approach which best meets the needs of the client.
   - Assist clients to achieve their optimum level of health in situations of normal health, illness, and injury.
   - 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 shared 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.
   - Acts consistent with their professional code of ethics, responsibilities and standards of practice.
   - Makes decisions regarding client management and facilitates referrals to other health care professionals to ensure early diagnosis and prompt intervention in the therapeutic and disease process.
   - Provides scheduled treatment clinics (weekly and "as and when") at various Primary Care/Public Health Centres in the Region, and telephone resource to Community Support Workers /CHR for urgent treatment services when not on site. This may require flexibility of scheduled hours.

- Dispenses pharmaceuticals in accordance with established regulations, Formulary, policies, and safety procedures.

3. **The Regional CHN-PH facilitates implements and modifies patients and family education/teaching based on the needs of the patient.**
   - Use a holistic approach to facilitate individual learning of clients 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.
   - Facilitate individual learning in relation to patient illness or injury.
   - Research, develop, revise, and evaluate ongoing educational resources necessary to support patients.
   - Participates in program development for specialty program education and teaching.

4. **The Regional CHN-PH assists the Manager of Public Health by performing administrative functions that contribute to the management of the Public Health Unit in accordance with organizational policies, procedures and standards, guidelines, and scope of professional nursing practice.**
   - 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.
   - Assist in the planning, revising program team structure, with a focus on continual Improvement.
   - Provide ongoing evaluation of clients' status and program efficiency.
   - Collect and document demographic and statistical information.
   - Assist in collecting Surveillance data as directed by Standards, Territorial Operations Public Health Unit or Office of the Chief Public Health Officer
   - Communicate with other members of the health care team regarding the patient's health care to provide continuity of care and promote collaborative efforts directed toward quality patient care.

5. **Advocate practice environments that have the organizational and human support systems, and the 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 nursing colleagues and other members of the health care team (including teachers, physicians, occupational therapists, physiotherapists, social workers, etc.) to advocate health care environments that are conducive to ethical practice and to the health and well-being of clients and others in the setting.
   - Orientation of new employees to unit specific programs and mandates.

- Participates in committees, task forces, and research projects related to the Public Health Unit.

WORKING CONDITIONS

Physical Demands

Visits to Primary Care/Public Health Centres in the Region as well as client's homes, schools, or outreach in the community are required. This incumbent will be required to travel 1-2 times per month, ranging from 1-3 days. The incumbent must carry supplies and/or equipment, and laboratory specimen samples up and down stairs as well as in and out of a vehicle. In addition, the incumbents are required to bend and stand in awkward positions while performing patient assessments and care.

Environmental Conditions

During their shift (100% of time) an incumbent will be exposed to communicable diseases, blood and bodily fluid, hazardous materials (sharps, toxic cleaning, and sterilizing solutions) that can result in potential risk to the incumbent. While performing home visits, the incumbent encounters clients and/or family members who are smoking exposing the incumbent to second-hand smoke. The incumbent will be required to drive or fly to Communities in the region.

Sensory Demands

A large amount of time will be spent providing direct patient care where the incumbent will be required to use the combined senses of touch, sight, smell and hearing during assessment and provision of care in an uncontrolled setting (i.e., client's home).

Mental Demands

The environment is dynamic and constantly changing resulting in continually re-evaluating and shifting priorities. The incumbent may be exposed to emotionally disturbing experiences. The incumbent is expected to remain calm, controlled, and professional, regardless of the situation and to demonstrate care and compassion to the client, family, and other members of the health care team. As a result of the home visits, the incumbent is exposed to potentially violent clients and/or family members who are under the effects of drugs or alcohol. At times, the emotional state of family members brings uncertainty in knowing what to expect while at work. As a result, there is legitimate concern for one's own safety as well as being responsible for the lives of clients and their families, risk of assault and unknown and unpredictable situations.

Will be expected to travel away from home base for prolonged time, it may be over 5 days, to assist in a community in times of outbreaks or to help Primary Care/Public Health Centre operational needs. This would be a minimum of 2 times per year.

KNOWLEDGE, SKILLS AND ABILITIES

- The Regional CHN-PH must have knowledge of and an ability to apply advanced nursing processes (assessment, planning, implementation, and evaluation)
- The Regional CHN-PH must be able to provide training, advice and assessment using specialized equipment, medications, tools, and techniques.
- Knowledge of biological, physical, and behavioral sciences to recognize interpret and prioritize findings and determine and implement a plan of action based on accepted standards of practice.
- Knowledge of and ability to network resources within and outside the NTHSSA (i.e. Social Services, Public Health, medevac teams etc.) to ensure support of clients and their families.
- Knowledge of and an ability to perform basic laboratory functions such as, but not limited to pregnancy tests, phlebotomy, pap tests, various swab specimen collection, the preparation of specimens for culture and sensitivity, and collection of specimens in uncontrolled settings (i.e., Client homes and off-site locations)
- Knowledge of immunizations in accordance with the NWT Public Health Act, Immunization Regulations, and the Canadian Immunization Guide.
- Knowledge of computer programs including but not limited to: Word processing; Excel; Internet Explorer; Outlook e-mail; Power Point; EMR (Wolf electronic medical record system); Travax (professional travel health program); MS Team; NTHSSA Network.
- Knowledge and ability to network resources within and outside of NTHSSA to ensure support of clients and their families.
- An ability to educate patients and their families (where applicable) on appropriate self--care methods and techniques.
- An ability to operate and/or use standard medical equipment (such as peripheral IV pumps and lines, thermometers, sphygmomanometer, blood glucose monitors, sharps, pulse oximeter, etc.)
- Ability to perform pharmacy skills such as dispensing of medications and prescribing certain medications under approved policies.
- 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:

The successful completion of a Nursing Degree, and two (2) years of recent nursing experience in an expanded practice community health environment and a minimum 1 year of public health experience.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

- Proof of immunization in keeping with current public health practices is required.
- Must be eligible for registration with the College and Association of Nurses of the Northwest Territories and Nunavut (CANNN)

NTHSSA-Regional Requirements

The CHN-PH must be able to acquire, within a reasonable time frame, and remain current in the following training and/or certifications:

- Non-violent crisis intervention
- Education Program for Immunization Competency (EPIC)
- Fire/disaster plan for NTHSSA
- WHMIS
- Certification in basic CPR
- Infection Prevention and Control
- GNWT Indigenous Cultural Awareness and Sensitivity
- Hand hygiene training
- Fit testing
- Point of Care testing
- Suicide Risk Assessment
- Mental Health First Aid
- Cervical Cancer Screening
- Contact Tracing
- Trauma Informed Care
- Transport of Dangerous Goods
- CHN Competency Checklist and Plan with Clinical Educator
- Community Health Nurse Certification/ Modules (if identified as a need by Clinical Educator/supervisor)

The incumbent may be required to obtain additional skills training in areas as directed by the supervisor or newly developed policies and procedures.

The CHN-PH will be required to follow safe work practices as outlined by NTHSSA and NWT Workers' Safety and Compensation Commission (WSCC) Occupational Health and Safety (OHS) Regulations while employed with NTHSSA. NTHSSA is a scent-free Organization.

Immunization Requirement Due to the nature of the CHN-PH position duties and potential exposure to vaccine preventable illnesses; the CHN-PH is required to be up to date with routine immunizations as per the NWT Immunization schedule and complete yearly TST testing.

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