

LNPLC – POSITION DESCRIPTION

POSITION (TITLE): **Registered Nurse**

Reports to: **Lead Nurse Practitioner / Clinic Administrator**

POSITION SUMMARY:

Working collaboratively with and reporting to the Lead Nurse Practitioner and Clinic Administrator, the Registered Nurse is responsible for providing services on health protection, promotion and maintenance, and disease and injury prevention. Delivery of services will include both individual and population delivery models. The Registered Nurse will work collaboratively in a multi-disciplinary team.

DUTIES AND RESPONSIBILITIES:

- Provide services to clients within the full scope of practice of the Registered Nurse.
- Assess patients to identify appropriate nursing interventions.
- Provide assistance to the nurse practitioners as needed.
- Administer medications and treatments as prescribed by a nurse practitioner, physician or medical directive and within the Registered Nurse's scope of practice. Observe and document therapeutic effects.
- Deliver immunization programs.
- Maintain immunizations including up-to-date inventory and restocking supplies as necessary.
- Operate or monitor medical apparatus or equipment.
- Lead infection control procedures including sterilization of equipment, identifying clinic needs and implementing policies.
- Review laboratory and diagnostic reports identifying abnormal values and critical results in collaboration with Nurse Practitioners.
- Identify the health needs of clients attending the Lakehead Nurse Practitioner-Led Clinic based on a needs assessment and using the current knowledge trends in the community.
- Plan, implement and evaluate nursing programs based on a needs assessment.
- Provide health education, counseling and support while advocating for healthy public policy and legislation while working within the policies of the Lakehead Nurse Practitioner-Led Clinic.
- Collaborate with members of an interdisciplinary health team to plan, implement, coordinate and evaluate patient care in consultation with patients, their families and their nurse practitioner.
- Establish effective working relations with peers, appropriate professional agencies and community groups.

- Represent the Lakehead Nurse Practitioner-Led Clinic in a manner which promotes the mission and values of the organization.
- Develop and maintain respectful, cooperative working relationships to contribute to the integrated, seamless delivery of services.
- Work as a team member in a multi-disciplinary setting.
- Participate in interagency committees and community coalitions as appropriate.
- Maintain a level of care that meets cultural, holistic and ethical standards based on the College of Nurses requirements.
- Accountable to the professional governing body (the College of Nurses of Ontario).
- Ensure accuracy, confidentiality and safekeeping of agency records.
- Participate in chart reviews and discussion of problem cases.
- Maintain record of appropriate statistics and participate in their analysis.
- Maintain professional competence by participation in professional developmental programs and by individual self-directed study.
- Attend and participate in clinic, interagency and professional team meetings.
- Adhere to the confidentiality policy, relevant legislation and all other policies and procedures of the Lakehead Nurse Practitioner-Led Clinic.
- Assist in creating linkages and liaison with community partners such as the Thunder Bay Regional Health Sciences Centre and the Thunder Bay District Health Unit.
- Supervise nursing students when required.
- Other duties as assigned.

SPECIFIC CLINICAL RESPONSIBILITIES:

- Physicals – well child, prenatals, well adults and paps
- Episodic illness assessment
- Wound care / dressing management
- Injections / Immunizations included TSTs
- Derm clinic cryotherapy
- Suture removal
- Annual flu clinic, all immunization programs and liaison with TBDHU
- Infection control
- Programs (evolving) – spirometry, healthy moms
- Venipuncture
- Triage patient calls
- Assist with walk-in clinic
- Assist in group intake appointments

EDUCATION, QUALIFICATIONS AND SKILLS:

- Current registration with the College of Nurses in Ontario as a Registered Nurse
- Minimum of a Diploma as a Registered Nurse from an approved institute. Prefer a Baccalaureate Degree in Nursing from an approved University
- Member of the Registered Nurses Association of Ontario
- Certificate in foot care or diabetes education preferred
- Current CPR and First Aid certificate
- Computer and word processing skills
- Three to five years experience working as a Registered Nurse
- Demonstrated ability to work independently and as a member of a multidisciplinary team
- Demonstrated interpersonal, communication, problem solving and leadership skills
- Experience with electronic documentation is desirable
- Ability to set priorities and manage time effectively
- Ability to speak an additional language is an asset
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ADDITIONAL JOB REQUIREMENTS:

- Satisfactory criminal records search including vulnerable sector screening.
- Ability to work flexible hours and travel as determined by the Board in relation to service
- Must possess a Class “G” Driver’s License and have access to a personal vehicle.

OCCUPATIONAL HEALTH AND SAFETY:

- Follows all policies and procedures to ensure personal safety and safety of others.
- Reports any equipment or safety problems to supervisor.
- Attends training and complies with WHIMIS.