



Nurse Practitioner

Hours of Work: 22.50 hours per week, flexible to include evening and/or weekend hours

1.0 — Summary of Position

- 1.1** The **Nurse Practitioner (NP)** provides primary care services to individuals and families emphasizing a holistic approach to chronic disease management, health promotion, disease prevention, support, and treatment.
- 1.2** The NP participates in the development, implementation, monitoring and evaluation of programs and services for individuals, families, and the community.

2.0 — Primary Responsibilities

- 2.1** Provide primary health care services within the scope of the RN-EC including: physical assessments, treatment, diagnosis, and interpretation of test results; therapeutics; health promotion/education/counselling; history taking, screening, referral, and follow up.
- 2.2** Consult with physicians and/or other health care providers when a client's condition requires care beyond the scope of practice (RN-EC).
- 2.3** Provide services during regular and extended hours on a scheduled basis, and provide care in a variety of areas such as within the clinic, in community outreach locations, and/or home visits.
- 2.4** Work within a health care framework which emphasizes health promotion and education, disease prevention, and recognizes the special risk factors (social, physical, psychological, etc.) which may affect the health of clients.
- 2.5** Work in partnership with other members of the multidisciplinary team to share responsibility for planning, provision, and coordination of client care.
- 2.6** Ensure appropriate, comprehensive treatment is delivered by maintaining complete and accurate medical records, participating in chart reviews and discussions of problem cases.
- 2.7** Participate in administrative activities of the health Centre by: providing input into program development, delivery, and evaluation; collecting statistical data as required by the Centre; identifying areas of development with regards to policies, procedures, and protocols; participating in staff, team, and other committees; liaising with other institutions, organizations and health and social service professionals.

- 2.8 Maintain and develop professional competence through appropriate continuing education (i.e., peer interaction, literature review, conferences, courses).
- 2.10 Encouraged to participate in furthering the NP role by supervising and supporting NP Students.

3.0 — Accountability

This position reports to the Director of Primary Care and collaborates closely with all other staff.

4.0 — Qualifications

- 4.1 Has completed an undergraduate degree in nursing from a recognized University
- 4.2 Holds a nurse practitioner- primary health care certificate from the College of Nurses of Ontario.
- 4.3 Registered in the Extended Class with the College of Nurses of Ontario.
- 4.4 Has minimum three years' experience in a community health setting, or a combination of community and hospital or public health settings
- 4.5 Has experience in program development, implementation, monitoring, and evaluation.
- 4.6 Proficient in the use of computers and various software applications, including software used by the Ministry of Health and Long-Term Care, and other office equipment.
- 4.7 Confident working in a fast-paced environment and can respond in a positive manner to demanding issues while projecting a welcoming, friendly personality.
- 4.8 Experience in mental health an asset.
- 4.9 Must have a valid Ontario Driver's License

5.0 — Upholding Standards

Organizational Beliefs, Values and the Model of Health and Wellbeing

- 5.1 Knowledgeable about the organization's vision, mission, principles, and organizational philosophy, and incorporates these beliefs into everyday work
- 5.2 Works within an interdisciplinary team and strives to work collaboratively, respecting the skills and knowledge of others
- 5.3 Works in a manner that incorporates health promotion and addresses the social determinants of health
- 5.4 Understands and respects the process by which the community is involved in decision making
- 5.5 Engages volunteers, participants and/or clients in leadership and/or capacity

development opportunities wherever possible

- 5.6 Works to reduce barriers to access (e.g., outreach and mobile services, language, life skills, transportation, childcare, hours of service, etc.)
- 5.7 Committed to utilizing available resources to support wellness (e.g., EAP, attending staff wellness events, sharing concerns as per CCHC's Human Resource Policies, etc.)

Organizational Excellence

- 5.8 Contributes to a welcoming and supportive environment Acts with professionalism and courtesy toward all individuals served by the CCHC, the general public and other staff members and volunteers
- 5.9 Works in a manner that complies with CCHC's privacy policies and preserves, maintains and respects confidentiality of participants, volunteers, clients, and staff
- 5.10 Respects and values the diversity of communities and individuals
- 5.11 Contributes to the development and promotion of CCHC in St. Thomas, Central Elgin, the Township of Southwold and wherever else CCHC may be represented
- 5.12 Maintains and develops professional competence through appropriate continuing education and/or professional development

Occupational Health and Safety

- 5.13 Works in a manner that meets all Health and Safety requirements, to ensure a healthy and safe workplace
- 5.14 Completes and maintains required training (e.g., WHMIS, First Aid).

Organizational Duties and Responsibilities

- 5.15 Works in a manner that promotes and maintains the reputation of the organization and minimizes risk of harm and/or liability to the organization
- 5.16 Works in a manner that complies with the organization's Human Resources Manual
- 5.17 Contributes to the organization's endeavours to collect, analyze and report on data, and participate in research
- 5.18 Contributes to the organization's efforts to secure and maximize resources for current and new programs, services, and activities
- 5.19 Performs other duties that support the mission/mandate of the organization, as assigned by the Chief Executive Officer or their designate.