



Job Description

WellFort

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Nurse Practitioner (Extended Class) – CHC-Malton Youth Wellness Hub

GENERAL RESPONSIBILITIES

The Registered Nurse (Extended Class), [NP], provides primary health care to individuals, families, groups and communities. The RN (EC) works as a part of the inter-disciplinary team functioning both independently and with other staff in clinical and outreach activities.

While the proportion of time allocated to different functions may vary according to service needs, the nursing role encompasses a combination of direct care, health promotion and education, advocacy, community development, program development and evaluation.

This role operates as a joint initiative between WellFort CHS and Malton Neighbourhood services operating out of dual sites with the prime focus to support youth with specialized and complex needs.

ACCOUNTABILITY

1. The Nurse Practitioner (Extended Class) is accountable to his/her professional college for professional standards of practice.
2. The Nurse Practitioner (Extended Class) reports primarily to the CEO at WellFort CHS and a joint accountability operationally to the ED of Malton Neighbourhood Services (MNS) as the operator of the Malton Youth Wellness Hub.

SPECIFIC RESPONSIBILITIES

Direct Care:

The RN (EC) provides health care and treatment for clients with minor episodic illnesses, minor injuries, stabilized chronic illnesses, complex health and social needs as well as preventative health care across the lifespan. This care may be carried out independently as permitted by the College, under the guidance of Clinical Protocols, or in consultation with the primary care physician or other relevant providers as appropriate. S/he works in the Malton Youth Wellness Hub location the majority of the time as well as at the Four Corners CHC certain hours a week, and in outreach locations as required.

Provides holistic care and acts as an entry point into the broader health or social service system including:

1. History taking regarding medical/health background, psycho social, economic, functional and family status.
2. Complete physical examination including both male and female reproductive systems, communicate diagnoses, prescribe medications (from an approved list), orders routine laboratory tests, x-rays and ultrasounds and make referrals.
3. Provides individual counselling to clients with chronic disease utilizing a self-management approach, thus working collaboratively with clients to work towards client identified goals.
4. Consultation with other health professionals as required in establishing a diagnosis and plan of care.
5. Ongoing evaluation and modification of the plan of care.
6. Participate in the development, implementation, monitoring and evaluation of treatment, education, counselling, and health promotion services for individuals, families, and the community.
7. Provides counselling and support to the clients with mental concerns, emotional problems or other difficulties and makes referrals to internal or external programs and services.
8. Dispenses medication to clients without access to medication as delegated by a health centre physician and Clinical Protocols.
9. Provides services to clients at outreach locations. Maintains contact as required by Clinical Protocols with the physician or other staff through telephone consultation.
10. Improves access and reduces barriers to care for uninsured patients
11. Provide support to clients and make referrals to internal or external programs and services
12. Use of key assessment tools and screeners as required by program funder

Health Promotion and Education:

1. Identifies trends or issues related to the health status of priority groups and uses the information in planning and advocacy work.
2. Actively participates in the planning, development, implementation, and evaluation of health promotion and education and support programs that are relevant and meaningful to the community served by WellFort and the Malton Youth Wellness Hub at off-site locations, and in collaboration with community partners.
3. Provides health information and counselling to individuals and groups through discussion, workshops/presentations, health fair displays, videos and the provision of written materials.
4. Acts as a resource to the Malton Youth Hub staff and in partner/community organizations on specific and general issues in regards to diabetes and chronic disease management.
5. Promotes and increase awareness of health promotion activities with clients including immunizations, flu shots, smoking cessation, risk assessment, lifestyle modifications, and assesses readiness for change.

Advocacy and Community Development:

1. Advocates for and with clients to reduce barriers to accessing health care and other services in the health centre and the broader community.
2. Works with clients, especially those who traditionally experience barriers to access to ensure that they are treated with fairness and dignity.
3. Participates in the development and support of public policies and strategies that have a positive influence on the determinants of health.
4. Engages with the community to enhance its ability to function independently, to improve or protect the environment, and to support the development of healthy public policy and practice.
5. Participates in community projects or Malton Youth Wellness Hub activities to provide education, information or to develop collaborative strategies.
6. Participate in the identification, analysis, and interpretation of trends in care in order to assist the MNS management to determine and address health care priorities and related issues.

Administrative:

1. Maintains clear, accurate and timely written and electronic documentation including EHR, requisitions, reports, encounters and other information as required by the health centre, MOH, NPAO and other regulatory bodies.
2. Contributes to policy/protocol development, in relation to health care service delivery and/or professional practice.
3. Maintains an up to date knowledge of government guidelines, acts and legislation affecting client care.
4. Stays current on evidence based strategies that improve health.
5. Supervises, supports or provides education for students from various disciplines with a particular focus on the determinants of health, primary health care and the role of nursing within the CHC.
6. Shares responsibility for the ordering, maintenance and proper handling of medications, vaccines, supplies and equipment. Makes purchases within allocated budget lines and follows protocol for ordering, tracking, and paying for supplies.

Professional Development:

1. Conducts practice and maintains professional competence according to accepted standards of the College of Nurses of Ontario.
2. Maintains a member of good standing with the College of Nurses of Ontario.
3. Joins relevant professional groups to maintain professional linkages and support.
4. Participates in Quality Assurance programs, chart audits and peer audit process as required.
5. Participates in on- going clinical supervision as per **WellFort's** policy.
6. Participates in educational activities according to the needs of the centre and the career goals of the individual.

Research:

1. Participates in research when opportunities arise.

Contribution to team and centre activities:

1. Participates in staff meetings for both WellFort and the Malton Youth Wellness Hub and on interdisciplinary teams.
2. Participates in the overall activities of the health centre, e.g. in service training, quality improvement, accreditation, committees, special events and shared staff responsibilities.
3. Communicates clearly, listens accurately, is open to feedback, handles conflict appropriately, and displays sensitivity to others.
4. Collaborates well with others, promotes cooperation and teamwork.
5. Actively participates in **WellFort** and Malton Neighbourhood Services' commitment to becoming discrimination free and an inclusive health centre that strives to ensure that programs and services are as accessible as possible.
6. Act in a professional manner that maintains the reputation and confidentiality of the organization and its clients at all times.
7. Endorses, models and promotes a healthy and active lifestyle.
8. Works in a manner that respects and values the diversity of communities and individuals.
9. Develop and maintain a flexible work schedule that accommodates the needs of the clients, community and the Centre;
10. Works in a manner that reflects **WellFort's** mission, values, and service delivery approach.
11. Adheres to all applicable **WellFort** policies and procedures.

QUALIFICATIONS

1. Undergraduate degree in nursing from a recognized university.
2. Registration in the Extended Class with the College of Nurses of Ontario and maintains currently membership with NPAO.
3. A minimum three years of nursing experience in a variety of primary care settings one of which must be community health.
4. Experience working with youth and communities and individuals who face barriers accessing tradition health care institutions such as poverty, discrimination, mental health and substance use issues.
5. Ability to work both independently and collaboratively within an interdisciplinary team.
6. An understanding of and critical analysis of the determinants of health and social factors, such as power dynamics that affect individual, organizational and community health.
7. Experience working in a value based non profit or social services organization.
8. Proficiency in the use of computers and various software applications.
9. Word processing and computer literacy.
10. Excellent interpersonal skills.
11. Excellent written and oral communication skills that meet the needs of the individual and/or community at the appropriate literacy level

12. Ability to speak languages relevant to the residents of the organization's community is an asset.

Vaccination Requirement:

As a condition of employment, new WellFort staff must be fully vaccinated unless they have received an exemption from vaccination under the Human Rights Code. Proof of COVID-19 vaccination status will be required before the first day of work or, proof of religious or medical exemption, if or where applicable.

Fully vaccinated is defined as having received the completed series of an accepted COVID-19 vaccine, as recommended by the Office of the Chief Medical Officer of Health and having received the final dose at least 14 days before your employment start date.

The candidate will be asked to provide WellFort with proof of full vaccination, prior to their employment start date. Acceptable proof is a Ministry of Health Dose Administration Receipt (or such other proof of vaccination that the Province of Ontario sanctions). This can be obtained through the Provincial portal

<https://covid-19.ontario.ca/proof-covid-19-vaccination>

The requirement to be fully vaccinated is subject to the Ontario Human Rights Code. If the candidate is unable to vaccinate for a reason protected by the Code, a request for accommodation can be requested and written proof satisfactory to the organization will be required.

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