



POSITION DESCRIPTION

POSITION TITLE: Mental Health Liaison Nurse

DEPARTMENT: Emergency

CLASSIFICATION: Nurse III

APPROVED BY: Regional Lead – Acute Care
& Chief Nursing Officer

UNION: Manitoba Nurses' Union (MNU)

DATE APPROVED: August 2024

REPORTING RELATIONSHIPS

POSITION REPORTS TO: Director, Health Services (Acute Care) and/or Manager, Health Services

POSITIONS SUPERVISED: None

POSITION PURPOSE

Reporting to the Director, Health Services (Acute Care), the Mental Health Liaison Nurse (MHLN) is part of the Emergency Department Team and functions in a shared care model. The MHLN will assist and support assessment, treatment, disposition, and short term follow up of people experiencing mental health issues/crises in the emergency room (i.e. follow-up while in the facility and/or brief post discharge linkage to resources; with client's other care providers; and other agency staff as required), and including the facilitation of hospital admissions. As part of the Emergency Department team, the MHLN will facilitate hospital admissions, follow-up while an inpatient and offer links to resources as required.

The MHLN will exercise an appropriate level of initiative and independent judgment in determining work priorities, work methods to be employed and action to be taken on unusual matters. The position functions in a manner that is consistent with the mission, vision and values; and the policies of Southern Health-Santé Sud.

ESSENTIAL FUNCTIONS AND BASIC DUTIES

Duties and functions include but are not limited to the following:

- Triages individuals accessing emergency room for mental health issues and illnesses, assesses risk and prioritizes client intervention and assessment to facilitate the appropriate response.
- Provides care to patients in the mental health observation area during consultation/assessment when necessary, may include monitoring vital signs, medication teaching etc.

- Obtains and reviews collateral information from the patient's existing chart, cumulative health record and medical record from other sites where patient has been assessed and/or admitted for treatment, obtain psychiatric collateral history from other provinces and hospitals as required.
- Provides care in a professional manner consistent with nursing standards of practice and ethical code of conduct.
- Collects data and prepare reports as required.
- Documents and reports findings to the Emergency Department Physician and team, including mental health assessment and recommendation of appropriate disposition.
- Prioritize MHLN service in emergency room.
- Upon referral from in-patient units provide MHLN assessment/consultation to clients on nursing units as able.
- Liaises, links and consults with psychiatrists, physicians, nursing staff and other agencies.
- Provides education/support to patients, families and staff of the Emergency Department or in-patient units on a variety of mental health topics. Also provides education to other agencies as required.
- Supports families and acts as role model and clinical resource to colleagues regarding management of psychiatric, intoxicated, stressed, angry and aggressive patients.
- Support and implement recovery oriented practices.
- Participates in the development of a community plan for clients who frequently accesses emergency room for treatment and support in conjunction with mental health program and/or emergency room staff.
- Participates in Emergency Department meetings as appropriate.
- Participates in mental health team and case conference meetings as deemed appropriate by the Manager, Health Services – Mental Health & Addictions.
- Maintains regular communication with the Manager, Health Services – Mental Health & Addictions, submits reports/statistics as per programmatic requirement as required, notifies Manager, Health Services of any critical situations that may have broad regional impact for residents/clients or other parts of health care system.
- Participates in the development of mental health policies and guidelines for use in emergency departments.
- Participates in evidence-informed professional development, demonstrates critical thinking and problem solving skills and assists with the implementation of policies and guidelines.
- Supports and acts as a preceptor for students in the clinical environment.
- Maintains good work and attendance record.
- Directly reports to the Mental Health Program, but is accountable to and collaborates as part of the Emergency Department team with the Manager, Health Services and/or designate of the Emergency Department.
- Contributes to making the organization safe for patients, residents, clients and staff, and recognizes the importance of reporting unsafe situations and participating in follow up reviews as a learning opportunity.
- Pursuant to the Regional Health Authority Act, Southern Health-Santé Sud is designated bilingual (English/French). Accordingly, all employees accept responsibility to support clients in their official language of choice.
- Performs other duties as assigned.

RESPONSIBILITIES AND ACCOUNTABILITIES ARE ASSIGNED IN BROAD ORGANIZATIONAL OBJECTIVES. THE POSITION IS SUBJECT TO REVIEW OF GENERAL EFFECTIVENESS AND ATTAINMENT OF OBJECTIVES THROUGH PERFORMANCE MEASUREMENTS.

PERFORMANCE MEASUREMENTS

1. Performance appraisals are completed every 2 years with input from Manager, Health Services.
 2. Performance will be measured against ability to carry out requirements of this position description, in particular the section under Essential Functions and Basic Duties.
 3. Performance feedback will be provided on a regular basis through feedback at 1-1 meetings with the Crisis Service Manager, as well as through written performance reviews.
 4. Adheres to Professional Standards of Practice - Code of Ethics.
 5. Expectation within Job Description.
 6. Practice congruent with Southern Health-Santé Sud core values, strategic plan, policies and procedures.
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QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Current registration with the College of Registered Psychiatric Nurses of Manitoba or the College of Registered Nurses of Manitoba and the scope of practice as defined by the Regulated Health Professions Act (RHPA).
- Undergraduate degree in Nursing.
- Current Canadian Nurses Association certification in Psychiatric/Mental Health.

REQUIRED KNOWLEDGE:

- Possess sound working knowledge of the Mental Health Act, Vulnerable Person's Act, Child and Family Services Act, Protection of Person's in Care Act, Registered Psychiatric Nurses Act/Registered Nurses Act, Standards of Practice(CRPNM)/Standards of Practice (CRNM), CRPNM Code of Ethics/CRNM Code of Ethics.
- Knowledge of cultural diversity and practices of the population served.
- Knowledgeable about psychotropic medications.
- Knowledgeable about substance abuse and addictions.

EXPERIENCE REQUIRED:

- Minimum of two (2) years acute mental health experience in the last three years.
- Experience with the shared care model of mental health service delivery.

SKILLS/COMPETENCIES/CONDITIONS OF EMPLOYMENT:

- Demonstrated ability to foster a collaborative interdisciplinary environment that supports quality services, quality improvement and staff empowerment.
- Demonstrated effective oral and written communication skills.
- Demonstrates conflict resolution skills.
- Demonstrated ability to lead and make decisions autonomously.
- Ability to use an analytical and inquiring approach to problem-solving while contributing to program improvement.

- Demonstrate ongoing professional growth and competency relevant to practice area.
 - Demonstrated ability to establish and maintain positive working relationships.
 - Demonstrates awareness of and compliant with established policies and procedures.
 - Demonstrated strong organizational skills and flexibility to meet the demands of the position.
 - Able to effectively perform the tasks and responsibilities of the position.
 - Given the cultural diversity of our region, the ability to respect and promote a culturally diverse population is required.
 - Proficiency of both official languages is essential for target and designated bilingual positions.
 - Demonstrated ability to respect confidentiality including paper, electronic formats and other mediums.
 - Demonstrated ability to meet the physical and mental demands of the job.
 - Good work and attendance record.
 - Completes and maintains a satisfactory Criminal Record Check, Vulnerable Sector Search, Adult Abuse Registry Check and Child Abuse Registry Check, as appropriate.
 - All Health Care workers are required to be immunized as a condition of employment in accordance with Southern Health-Santé Sud policy.
 - Requires a valid Class 5 driver's license, an all purpose insured vehicle and liability insurance of at least \$1,000,000.00.
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WORK CONDITIONS:

- No hazardous or significantly unpleasant conditions.
 - May work occasionally evenings and weekends as necessary.
 - Will be required to travel to other regional facilities as the position duties may require.
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SALARY SCALE:

As per MNU Collective Agreement Salary Scale

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.