



## POSITION DESCRIPTION

<b>POSITION TITLE:</b> Nurse Practitioner (NP)	<b>DEPARTMENT:</b> Primary Health Care - Mon équipe santé/ Équipe locale Montagne
<b>CLASSIFICATION:</b> Nurse Practitioner	<b>APPROVED BY:</b> Regional Lead – Human Resources
<b>UNION:</b> Manitoba Nurses Union (MNU)	<b>DATE APPROVED:</b> May 27, 2016

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### REPORTING RELATIONSHIPS

#### POSITION REPORTS OPERATIONALLY TO:

Director, Health Services – Public Health – Healthy Living & Primary Care/Francophone Designate in collaboration with the Manager, Health Services – Primary Health Care

#### POSITION REPORTS PROGRAMMATICALLY TO:

Manager, Health Services – Primary Health Care in collaboration with the Director, Health Services – Public Health – Healthy Living & Primary Care / Francophone Designate

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### POSITION PURPOSE

Director, Health Services – Public Health – Healthy Living & Primary Care / Francophone designate and the Manager, Health Services – Primary Health Care in a matrix reporting structure and working collaboratively within the My Health Team, the Nurse Practitioner applies current nursing and medical theory, key knowledge, and critical thinking skills to strive to improve the health for clients within the Mon équipe santé Linking Francophone Communities.

The Nurse Practitioner applies current and relevant nursing and medical theory to allow for the contribution of knowledge, development and involvement in advancing the principles of primary health care. The incumbent also demonstrates competency to teach and mentor others and models collaborative practice.

The incumbent is fluent in French in both written and oral forms and supports the promotion of French language services at all times.

The incumbent will exercise the 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.

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## ESSENTIAL FUNCTIONS AND BASIC DUTIES

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

### Direct Comprehensive Care

- Performs advanced comprehensive and focused health assessments. Synthesizes health assessment information and uses critical thinking and decision-making to identify health concerns and risks, normal and abnormal states of health, and formulate differential diagnoses.
- Orders appropriate screening and diagnostic investigations and interprets reports to these investigations based on sound clinical reasoning, scientific evidence and critical thinking.
- Communicates with patients/residents/clients about health findings and discusses outcomes and prognoses.
- Collaborates with patients/residents/clients and, where applicable, their families and other members of the health care team to share decision-making and set priorities for the management of diseases, disorders or conditions.
- Determines and prescribes treatments based on theory and evidence-based practice for the specific client population and assists patients/residents/clients to incorporate treatment plan into their daily lives.
- Continually monitors, with patients/residents/clients, the response to the chosen plan of treatment and makes adjustments as indicated.
- Uses sound clinical reasoning skills and established outcome criteria to evaluate initial and ongoing outcomes of the plan of care, including consultation/referral, and revises plan of care based on findings of evaluation.
- Documents clinical care in a timely, accurate and relevant manner.
- Assesses, diagnoses, manages and evaluates health/illness concerns of the patients/residents/clients within the context of the patients/residents/clients' experience and determinants of health.
- Applies accepted theories to family dynamics, interactions and the role expectations while managing the care of individuals and families.
- Applies principles of pharmacology in selecting and prescribing drugs as part of treatment plan. Monitors and discusses with the patients/residents/clients their response and adherence to drug therapy and makes changes necessary to achieve the desired effect.
- Uses health teaching principles when prescribing, educating and supporting patients/residents/clients in recommended drug use.
- Carries out advanced therapeutic interventions, such as minor surgical and invasive procedures, essential for clinical management.
- Coordinates and facilitates care by liaising with other health care providers, agencies and community resources.
- Provides counseling and education to patients/residents/clients and their families.
- Demonstrates cultural competence, making resources available to those from diverse backgrounds.
- Recognizes the ethical issues inherent in the delivery of health care and facilitates client decision-making about their health.
- Acts as a clinical expert/resource to establish, maintain and improve patients/residents/clients' care delivery.

- Demonstrates expert skills in the formal and informal consultation with nursing and all disciplines.
- Provides specialized knowledge regarding patients/residents/clients/families' problems and practice issues through consultation with physicians, nurses and other members of the health care team, patients/residents/clients and their families.
- Determines the need for health promotion and primary and secondary prevention strategies for individuals, families and groups and implements same.
- Collaborates with clients, interdisciplinary teams, and community members in assessing health promotion and illness prevention needs of clients, families and community outcomes.
- Uses a population health and community development approach in planning, developing and implementing health promotion and illness prevention, and health management strategies/ programs.
- Identifies and/or develops research questions.
- Participates and contributes to research relevant to practice.
- Critically analyzes research literature and applies relevant research to practice.
- Integrates evidence-based nursing, medicine and critical inquiry into practice.
- Facilitates utilization of research findings in clinical practice by all health team members.
- Participates in professional development of nursing peers and other health professionals.
- Identifies learning needs of various care providers and contributes to the development of educational programs/resources to assist them to identify, prioritize and provide quality care for defined populations.
- Provides clinical supervision, education and mentoring for graduate nursing students, medical interns and residents.
- Disseminates specialty knowledge of research findings through presentation and/or publications at local, regional, national and international levels.
- Explains and promotes the role of Registered Nurse Extended Practice of patients/residents/clients, the public and other health care professionals.
- Participates in committees to develop policy and procedures that promote Registered Nurse Extended Practice within a collaborative practice model.
- Models collaborative practice among team members.
- Acts as a resource person, educator, role model, advocate, and/or mentor for students, health care professionals and the community.
- Provides leadership to promote analysis of key issues and participates in a broad range of policy-making activities to influence practice, health services and healthy public policy.
- Demonstrates leadership skills, expertise, and in-depth knowledge bases consistent with advanced nursing practices.
- Participates in strategic planning to support the implementation and evaluation of advanced practice nursing in area of specialty.
- Provides support to individuals, families, groups and communities for the development of programs and services, which reflect their health needs and priorities.
- Provides consultation to other health care institutions, educational institutions, and policy makers regarding the delivery of quality patient/resident/client care.
- Provides consultation to community groups and patient/resident/client populations regarding health care issues within area of expertise.
- Develops and implements an education plan to maintain clinical competency.
- 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.
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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. Successful completion of probation.
  2. Biennial performance appraisal.
  3. Adherence to established standard practices through review of documentation and statistics.
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### **QUALIFICATIONS**

#### **EDUCATION/CERTIFICATION:**

- Active practicing membership on the RN Extended Practice (EP) Register of the College of Registered Nurses of Manitoba (CRNM) and the scope of practice as defined by the Regulated Health Professions Act (RHPA).
- Basic Life Support (BLS) Certificate.

#### **REQUIRED KNOWLEDGE:**

- Knowledge of the College of Registered Nurses of Manitoba Standards of Practice for Registered Nurses on the Extended Practice Register.
- Knowledge of the Canadian Nurses Association Code of Ethics for Registered Nurses.
- Knowledge of the scope of practice as documented in the Registered Nurses Act and the Manitoba Health Professions Regulated Act.
- Knowledge and understanding of the francophone cultural community in the minority context of Manitoba.
- Advanced nursing care knowledge related to health assessments, diagnostics, pharmacotherapeutics and invasive and minor surgical procedures.
- Regional/facility/unit policies, procedures, protocols and guidelines.
- Knowledge of the Personal Health Information Act (PHIA), Protection of Persons in Care Act, Mental Health Act, Workplace Hazardous Material Information System (WHMIS), Principles of Routine Practices (Universal Precautions) and other legislated acts.
- Principles of collaborative practice.
- Knowledge and understanding of the roles and responsibilities of members of the health care team.

#### **EXPERIENCE REQUIRED:**

- Two (2) years experience in a clinical nursing or community health setting is preferred.

**SKILLS/COMPETENCIES/CONDITIONS OF EMPLOYMENT:**

- Demonstrated ability to engage with the francophone community and a good comprehension of its culture.
  - Demonstrated ability to effectively manage workload by establishing priorities.
  - Demonstrated knowledge of customer service concepts and practices.
  - Demonstrated effective oral and written communication skills.
  - Demonstrated strong interpersonal and effective organizational skills.
  - Demonstrated ability to work in a team environment along with ability to work independently with minimal supervision in a multi-tasking environment.
  - 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 the Manitoba Nurses Union (MNU) Collective Agreement Salary Scale.

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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.