



POSITION DESCRIPTION

POSITION TITLE: Regional Nurse 4 – Infection Prevention & Control – Long Term Care	DEPARTMENT: Long Term Care
CLASSIFICATION: Nurse 4	APPROVED BY: Regional Lead – Community & Continuing Care
UNION: Manitoba Nurses Union (MNU)	DATE APPROVED: September 16, 2022

REPORTING RELATIONSHIPS

POSITION REPORTS TO: Provincial Infection Prevention & Control Long Term Care Lead

POSITIONS SUPERVISED: Infection Control Support Associates

POSITION PURPOSE

Under the direction of the Provincial Infection Prevention & Control (IP&C) Long Term Care Lead (LTC) and working in alignment with the strategic direction of Shared Health and guided by the Clinical and Preventative Services Plan, the Regional Nurse 4, IP&C LTC:

- Provides clinical expertise, support, and direction to site Infection Control Support Associates (ICSA), site leadership, and interdisciplinary teams in addressing infection prevention and control issues through consultation and education, and acts as a resource to LTC facilities/Personal Care Homes (PCH).
- Advises sites on implementation of recommended IP&C measures to minimize risk of health care associated infections (HAIs).
- Leads the local implementation and evaluation of IP&C interventions including education, in collaboration with assigned sites and associated stakeholders, ensuring consistency with provincial LTC IP&C direction.
- Oversees and guides local implementation of provincial IP&C surveillance for LTC in assigned facilities, monitors, guides, and coaches' site ICSAs in analyzing data, and implementing improvements.
- Contributes as a member of the broader provincial IP&C LTC team in the development, implementation, evaluation and revision of IP&C initiatives, policies, procedures, and operational directives to ensure consistency of practice across assigned facilities, and to build capacity for IP&C in LTC.
- Communicates and collaborates regarding IP&C issues across the continuum of care.
- Participates in IP&C research and knowledge translation activities.

The incumbent exercises 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.

ESSENTIAL FUNCTIONS AND BASIC DUTIES

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

Under the direction of the Provincial Lead, IP&C LTC, and working within the Mission, Vision and Values and Strategic Direction Shared Health, the Regional Nurse 4, IP&C LTC performs key roles including:

Leadership:

- Oversees IP&C activities across assigned LTC facilities.
- Provides guidance and direction to site ICSA within the Service Delivery Organization (SDO) through clinical leadership, mentoring, education, evaluation, and research.
- Contributes to the delivery of quality IP&C services by examining, developing, refining and evaluating the body of knowledge and clinical practices and assisting in program planning, development and evaluation.
- In collaboration with the site ICSA, liaises with site leadership within the designated site.
- Through collaboration and positive working relationships, identifies issues impacting IP&C practice, brings forward to provincial leadership and contributes to response.
- Engages and supports sites in applying best practices and implementing provincial IP&C LTC initiatives, guidelines and operational directives.
- Acts as a resource for IP&C in LTC.
- Establishes and maintains productive working relationships and effective communication mechanisms with all stakeholders to advance IP&C priorities.
- Works collaboratively with assigned sites to identify and leverage opportunities for improvement.
- Promotes a culture of safety which includes the prevention of healthcare associated infections
- Promotes professional interpersonal relationships by modelling professional behavior and practice.
- Actively participates as a member of the Provincial IP&C LTC team in the development and achievement of identified goals and objectives, in alignment with provincial IP&C priorities and the clinical and preventative services plan.
- Contributes to regional and provincial quality improvement activities and includes quality improvement in all aspects of work with site ICSAs.
- Participates in the development of education programs by assessing needs, and planning, implementing, and evaluating IP&C education and training for ICSAs.
- Identifies opportunities for promoting efficiency and effectiveness of IP&C activities.

Clinical/IP&C:

- Acts as an IP&C clinical expert/resource. Provides clinical IP&C leadership, guidance, and ongoing coaching to site ICSAs and site leadership.
- Leads the development, revision, implementation and evaluation of practice standards, IP&C policies and procedures, and operational directives.

- Provides leadership and supports local efforts with respect to regional processes for attaining and maintain accreditation in good standing with Accreditation Canada.
- Participates in the development and implementation of IP&C goals and objectives both within and external to their designated sites.
- Ensures IP&C Program standards are consistent with the corporate mission, vision, strategic directions, goals and objectives, and regional standards.
- Participates in the evaluation of IP&C services, innovations, changes and outcomes.
- Coordinates and participates in program/team and regional quality improvement activities and includes quality improvement in all aspects of work performance in the team.
- Contributes to the knowledge base of IP&C by sharing expertise, knowledge, and practical experience through presentations and publications and promotes a learning environment within the designated team.
- Coordinates IP&C clinical orientation to ensure site ICSAs are aware of roles and responsibilities in the delivery of IP&C services.
- Coordinates, delivers, and evaluates ongoing education related to IP&C to various stakeholders using the principles of adult learning.
- Provides guidance and support to sites to ensure compliance with provincial and regional IP&C policies and procedures and collaborates to implement corrective actions.
- Performs ongoing risk assessment in collaboration with sites as they relate to IP&C, works with site to address and escalates issues appropriately, as required.
- Identifies trends and emerging issues relating to IP&C; contributes and collaborates to ensure appropriate response.
- Works with sites to ensure compliance with regional and provincial surveillance initiatives, definitions, and methodologies.
- Contributes to regional and provincial equipment evaluations, and provides recommendations for purchase according to established process and best practice guidelines.
- Collaborates with Facilities Management and Capital Planning for all maintenance, renovation and construction activities, in accordance with relevant standards.
- Collaborates with Occupational and Environmental Health and Safety on IP&C matters as it relates to staff.

Other:

- Understands and complies with all relevant SDO, facility, and departmental policies, procedures, and standards (e.g., Code of Conduct).
- Participates in department, facility and/or SDO committees as assigned.
- Provides cross coverage for another Regional Nurse 4, IP&C LTC as requested.
- Monitors current issues and trends in IP&C literature and research.
- Evaluates and critically applies research findings to the practice setting as appropriate.
- Participates in IP&C research as appropriate.
- Prepares and submits reports relating to issues and activities in IP&C.
- Provides leadership and supports service area planning pertaining to IP&C, and provides IP&C content expertise to working groups, and reviews processes.
- Demonstrates knowledge and compliance with relevant legislation, including: Personal Health Information Act, FIPPA, Protection of Persons in Care Act, Mental Health Act, Workplace Hazardous Material Information System (WHIMS), Principles of Routine Practices, and other legislated acts.
- Demonstrates a commitment to self-development and the advancement of the profession.
- Evaluates own performance on an ongoing basis.

- May be required to perform other duties and functions related to this job description not exceeding above stated skills and capabilities.
- 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.

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

- Successful completion of probation.
- Biannual performance conversations.
- Adherence to Professional Standards of Practice and Code of Ethics.
- Performance will be measured against the above-identified essential functions and basic duties.
- Practice congruent with Southern Health-Santé Sud core values, strategic plan, policies/procedures and guidelines.

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Baccalaureate Degree in Nursing is required.
- Master's Degree in Nursing preferred.
- Active member of and licensed in good standing with the CRNM required.
- Completion of an Infection Prevention and Control Course endorsed by IPAC Canada. Successful candidate will be expected to successfully complete course within 1 year of hire, if not already successfully completed.
- Certification in Infection Control from Certification Board of Infection Control and Epidemiology, Incorporated. Successful candidate will be expected to obtain certification within 3 years of hire, if not already CIC designated.
- Obtaining and maintaining membership with IPAC Canada is a condition of employment.
- Additional education in areas pertinent to IPAC Canada core competencies an asset, e.g., Adult Education, leadership, microbiology, epidemiology.

KNOWLEDGE REQUIRED:

- Knowledge of the key roles and responsibilities of IP&C.
- Knowledge of the Personal Health Information Act (PHIA).
- Knowledge of microbiology, infectious disease, applied epidemiology and biostatistics.
- Demonstrated knowledge of IP&C competencies.
- Demonstrated knowledge and skill in the use of relevant computer software applications, including Microsoft Office.

EXPERIENCE REQUIRED:

- Minimum 4 years clinical nursing experience in a healthcare setting.
- Progressive experience in a leadership capacity with a diverse range of stakeholders.
- Experience working with LTC residents preferred.
- Experience in IP&C preferred.
- Experience delivering multi-site services is preferred.
- Experience delivering education programming is preferred.

SKILLS/COMPETENCIES/CONDITIONS OF EMPLOYMENT:

- Demonstrated knowledge of IP&C competencies including microbiology, infectious disease, epidemiology, and biostatistics.
- Demonstrated ability to critically think, analyze, interpret, and apply relevant practice knowledge.
- Demonstrated ability to form effective and respectful working relationships with team members, other professionals, clients, stakeholders, and the community, with diverse values, perspectives, and ideas.
- Demonstrated strong organizational, problem-solving skills and decision-making skills, including the ability to prioritize, interpret and respond appropriately to multiple concurrent activities.
- Demonstrated leadership skills in an interdisciplinary team environment.
- Excellent communication and interpersonal skills required, with a demonstrated ability to communicate effectively, both verbally and in writing.
- Demonstrated knowledge and skills in applying principles and approaches in quality improvement and adult education development and delivery.
- Proficiency in use of common office software.
- Demonstrated computer skills including the ability to effectively use database management software or data entry and analysis.
- 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.
- Access to a vehicle required. Must be able to travel within the applicable geographic area to fulfill the duties of this position.

OTHER:

- Highly motivated, and energetic team player.
- Demonstrated organizational, time-management, interpersonal, critical thinking, clinical reasoning, conflict resolution, decision-making, and effective interpersonal communication skills.

- Demonstrated ability to establish workload priorities, and function effectively independently and in collaboration with others to achieve results.
 - Demonstrated ability to delegate appropriately and monitor outcomes of delegation.
 - Demonstrated ability to function effectively in a self-directed, independent manner with limited supervision.
 - Demonstrated flexibility and ability to adjust to new or unexpected events.
 - Demonstrated ability to manage sensitive issues.
 - Demonstrated ability to assess and critically review literature.
 - Demonstrated commitment to continuing professional development.
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WORK CONDITIONS:

- Fast paced environment.
 - Contact with public, patients/residents/clients and other healthcare professionals.
 - Variable daily tasks.
 - Multiple concurrent demands.
 - Must be able to concentrate over extended periods of time despite frequent interruptions.
 - Pressure to perform duties accurately and efficiently within a prescribed period of time.
 - Required to enter construction sites, plant maintenance, medical device reprocessing, laboratory, and other ancillary areas.
 - Required to work for extended periods of time on the computer (NOTE: computer and telephone use represent repetitive tasks).
 - May be required to sit or stand for extended periods of time.
 - May be required to have dialogue via the phone for extended periods of time.
 - Travel throughout the SDO will be required.
 - Many encounter individuals with aggressive behavior.
 - 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.