



POSITION DESCRIPTION

Position Title: Speech-Language Pathologist
Department: Rehabilitation Services
Classification: Speech-Language Pathologist
Union: MGEU Technical Professional Paramedical
Approved by: Regional Lead – Community & Continung Care
Date approved: January 16, 2025

REPORTING RELATIONSHIPS

Position reports to: Manager, Health Services – Rehabilitation Services
Positions supervised: Speech-Language Pathologists with provisional registration/Speech-Language Assistant/Students of other health professions

POSITION PURPOSE

The Speech-Language Pathologist operates with a high degree of independence as a member of a multidisciplinary regional rehabilitation team. The incumbent participates in the planning, delivery and evaluation of rehabilitation services, using a client centered, goal orientated approach for children and/or adult populations. These services include assessment, direct intervention, consultation and public/parent/caregiver education and training within a variety of settings, which may include acute care, outpatient, long-term care, client's home, school and other community settings.

The Speech-Language Pathologist may also provide clinical supervision and training for students and provisional members and participate in the education of other health care professionals.

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:

Patient/Client/Resident Care

- Assesses, analyzes and interprets patient/client information.
- Administers and interprets a wide battery of tests, and assessment tools.
- Develops and implements diagnostically appropriate goal oriented treatment plans/recommendations based upon analysis of assessment findings, test results and client and family/caregiver interviews.
- Communicates assessment findings, goals, and treatment plans/recommendations to client/family, health care staff and other appropriate care providers.
- Engages the client and/or significant others in decisions related to the treatment plans/recommendations, priority goals, and intervention needs to achieve best possible outcome.
- Completes a written report or chart note on each patient summarizing assessment findings, goals, treatment plan and intervention.
- Provides treatment using safe and appropriate techniques.
- Monitors, documents and reviews progress with patient/client on an ongoing basis to adjust treatment plans/recommendations appropriately in communication with client and other team members.
- Works with client/family to provide timely and effective communication with other care providers when client transitions between services or settings to ensure seamless transitions.

Team Collaboration

- Provides ongoing educational and therapeutic guidance to promote and increase awareness to other involved professionals and caregivers within the team.
- Provides consultation and training for family or other client/patient care providers who will be administering and monitoring the patient's/client's care plan.
- Provides training and education to health care staff and other care providers.
- Provides training and home programming, or recommendations to enhance client function.
- Shares schedules and pertinent information to ensure collaborative approach to client care.
- Attends client care planning and program planning meetings as required.
- Participates in the training, supervision and evaluation of speech-language pathology students, speech-language pathology/rehabilitation assistant students.
- Participates in the orientation of new therapists, and peer mentorship/coaching within the regional rehab team.

Program Planning and Administration

- Participates in ongoing quality management through the development, implementation, and evaluation of services.
- Participates in the development of program policies, guidelines and resources with review and revision as deemed necessary.
- Provides ongoing evaluation of services and implementing changes to ensure delivery of best practice services.
- Establishes priorities and organizes daily schedule for designated caseload.
- Completes required statistical reporting.
- Attends staff meetings.
- Establishes specifications and submits requisitions for new equipment and/or supplies.
- Assists in maintaining preventative maintenance records and utilizes this information to formulate strategy for ongoing equipment replacement.
- Acts as a representative of Rehabilitation Services in all aspects of the program (e.g. communicates with facility and community services/programs and other sectors, participates on regional working groups, and participates in facility leadership meetings and on community committees).
- Participates in the development and maintenance of quality improvement activities.
- Adheres to the facility's policies, procedures and guidelines.
- Keeps statistical information and submits reports within identified time lines.
- Participates in performance assessment and feedback of assistants, students, and those with provisional registration as needed.

Professional Development

- Identifies own individual educational needs and, in conjunction with the Manager, develops an educational pathway to meet those needs.
- Participates in regular performance evaluation based on this position description.
- Participates in Continuing Competency program as per College of Audiologists and Speech-Language Pathologists of Manitoba guidelines.
- Participation in activities of the professional associations and special interest groups is encouraged.
- Attends/completes required regional annual in-services/self-learning modules and other regional education sessions as deemed appropriate.
- Participates and contributes to shared learning with rehabilitation services staff and other health care providers.

General

- 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 Conversation to be completed at the end of the probationary period and at minimum every two years following.

QUALIFICATIONS

Education/Certification:

- Masters Degree in Speech-Language Pathology.
- Active registration with the College of Audiologists and Speech-Language Pathologists of Manitoba.
- Eligible for membership with Speech-Language & Audiology Canada.
- Completion of and ongoing advanced certification in Videofluoroscopic Swallow Study-Adults, or willing to complete within a mutually agreeable timeframe for Speech Language Pathologist's working in Adult Services.

Knowledge required:

- Proficiency in Microsoft Office Applications and Outlook/Email.

Experience required:

- For Speech Language Pathologists working in Adult Services – experience in assessment, treatment, and/or management of dysphagia.

Skills/Competencies/Conditions of employment:

- Demonstrated effective oral and written communication skills.

- Demonstrated effective decision-making, and problem solving skills.
- Demonstrated organizational and time management skills.
- Demonstrated ability to build and maintain professional working relationships with management and staff within the region as well as appropriate outside vendors and agencies.
- Demonstrated ability to work both independently and as part of a team.
- 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

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

SALARY SCALE

As per MGEU Technical Professional Paramedical Collective Agreement

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.