



## TAIBU COMMUNITY HEALTH CENTRE

### Registered Nurse – Primary Healthcare Services

**Position:** Registered Nurse - Primary Health Care  
**Reports to:** Manager Primary Healthcare Services  
**Terms:** Regular Full-Time (35 hours/week or 1 FTE)  
**Start Date:** as soon as possible  
**Location:** 27 Tapscott Road, Unit 1, Scarborough, ON M1B 4Y7 (Note: **this is not a remote position**)

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#### POSITION SUMMARY

The Registered Nurse (Nurse) functions interdependently with other members of the multidisciplinary health care team within a health promotion framework. The RN assists in the delivery of primary care services and promotes healthy lifestyle choices for the residents of the community.

The Nurse will work within an inter- and multi-disciplinary team of professionals to ensure clients' access the services and programs necessary to maintain and improve health outcomes. The Nurse will also be called upon, occasionally, to support health promotion and advocacy initiatives of the Centre. All regulatory and statutory requirements of the profession will be faithfully followed by the Nurse. Internal accountability procedures will also be completed in a complete and timely manner as required. The Nurse will work within an anti-racist/anti-oppression framework.

#### RESPONSIBILITIES

##### *Primary Health Care*

1. Performs clinical tasks by taking histories, conducting nursing assessment, providing health education/counseling, performing specific procedures with the scope of practice of an RN
2. Provide follow-up care and counseling/health education to members referred by other members of the clinical team
3. Ensure appropriate, comprehensive treatment is delivered by maintaining complete and accurate medical records, participating in case consults and discussion of problem cases, and answering patient inquiries and directing them to the appropriate treatment or support
4. Assists the organization to plan and evaluate programs and develops, initiates and/or delivers health teaching, screening programs and/or workshops for TAIBU CHC clients
5. Identifies the health needs of clients and various other groups and uses this information to inform the development of programs and services
6. Participates in service navigation, home visits and other identified supportive care as required
7. Participates in extended clinic hours with other providers as needed



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#### **Inter- / Multi-disciplinary practice**

1. The Nurse should work across disciplines in order to improve client outcomes
2. Participate in the development, implementation, monitoring and evaluation of treatment, education, counseling and health promotion programs and services for individuals, families and the community
3. Additional duties will be:
  - a. Working with team reviewing outcomes and statistics as required for redirection, changes in clinical practice focus
  - b. Working with the team on networking and outreach as required
4. Attending meetings or sessions representing TAIBU Community Health Centre and various functional teams as appropriate
5. Attending case conferences as needed
6. Working with the team and the staff on special programs, e.g. diabetes clinic, perinatal services, cancer screening, flu clinics and other health promotion initiatives etc.

#### **Administrative Duties**

1. Share administrative and clinical maintenance tasks with other centre staff. These may include dealing with pharmaceutical sales representatives, compiling statistical data, updating records, peer review of client records,
2. Identifies educational resources needed within the centre to support health promotion and health education of clients. Is responsible for the cataloguing, ordering and tracking of educational materials within the Centre and accessible electronically
3. Assists with arranging translation services and other supports aimed at reducing/removing barriers to accessing care
4. Assists in the administration of the centre by identifying protocol and procedure improvements and participating in committee work and staff meeting
5. Helps maintain the laboratory room and monitors controlled substance according to the Centre's policies and procedures
6. Ensures a fully equipped clinic is maintained by ordering medical supplies and maintaining inventory, ensuring equipment is maintained and sterilized and autoclaving as needed

#### **Accountability**

1. This position reports to the Manager Primary Healthcare Services
2. The Nurse has accountability to the standards of practice of the profession and the College Nurses of Ontario
3. The Nurse is accountable to meet the requirements of any accountability agreement between Ontario Health and TAIBU CHC



## TAIBU COMMUNITY HEALTH CENTRE Registered Nurse – Primary Healthcare Services

All TAIBU CHC employees have some fundamental responsibilities that go beyond the confines of their occupations. These include:

- Maintaining up-to-date professional skills and knowledge through formal and informal training
- Acting as an “Ambassador” for TAIBU CHC within and outside the Centre, creating an awareness of TAIBU programs and promoting services offered.
- Compliance with all mandated legal/regulatory requirements related to working at TAIBU CHC e.g. Employment Standards Act, Occupational Health and Safety, standards of professional conduct, etc.
- Maintaining awareness of, and compliance with, TAIBU CHC policies and procedures.
- Maintaining awareness of, and compliance with, funder requirements, policies and procedures, regulations
- Attending team and staff meetings as required.

### Qualifications

#### *Academic*

1. Thorough knowledge and proficiency in current nursing physical assessment and treatment methods
2. Experience in program development, implementation, monitoring, and evaluation
3. Two to four years experience in a combination of hospital and community settings and/or public health
4. Demonstrated ability to work effectively in a multidisciplinary environment
5. Demonstrated commitment to and knowledge of community-based health care
6. Baccalaureate degree in nursing from a recognized college or university
7. Certificate of competence from the College of Nurses of Ontario
8. Proficiency in the use of computer and applicable software programs
9. Extensive community-based experience, preferably in an under serviced area setting, or in combination with acute care experience
10. Bilingual competency is an asset

#### *Personal*

1. An understanding, patient individual sensitive to a high needs priority population
2. Excellent decision-making, problem-solving, conflict management and time management skills
3. Commitment to continuous learning, quality improvement and innovation
4. Possess an interest in developing new skills relative to identified needs of clients and enhancing current professional practice to complement the agency
5. Knowledge of community resources, health promotion and social determinants of health and public health policies and their impact on marginalized and racialized communities
6. Excellent communication skills (written and verbal) and group facilitation skills are an asset



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7. Proven consultation and collaborative skills
8. Ability to work evenings and occasional weekends
9. Ability to work independently as well as part of multi-disciplinary team

**OCCUPATIONAL HEALTH & SAFETY:**

As a member of staff at TAIBU Community Health Centre, you have a direct responsibility for Health and Safety as an essential part of your job and must work in compliance with the Occupational Health and Safety Act & Regulations.

You are required to:

- o Wear/use protective equipment (where required)
- o Report hazardous situations to your supervisor
- o Report immediately all incidents/accidents to your supervisor
- o Use/operate equipment in a safe manner
- o Refrain from pranks or contest

**Application Process:** Qualified individuals are invited to submit their application to [hr@taibuchc.ca](mailto:hr@taibuchc.ca)

**Application deadline:** May 15, 2024 or until filled