

JOB POSTING

Position: Chiropody

Reports to: Director of Primary Healthcare Services Community Programs

Terms: Maternity Coverage (one year) Part-Time (17.5 hours/week or 0.5 FTE)

Start Date: October 2025

Location: 27 Tapscott Road, Unit 1, Scarborough, ON M1B 4Y7

Position Summary

The chiropodist is responsible for treating clients using recognized therapeutic techniques working within the philosophy of TAIBU Community Health Centre. The chiropodist 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 chiropodist 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 chiropodist. Internal accountability procedures will also be completed in a complete and timely manner as required. The chiropodist will work within an anti-racist/anti-oppression framework.

Responsibilities

Primary Health Care

1. Assesses and treats diseases, disorders and dysfunctions of the foot by prescribing regulated drugs, requesting diagnostic tests, initiating palliative and physical modalities
2. Provides patient care including: biochemical/structural assessments; palliative; surgery, including administration of a local anesthetic and performing soft tissue surgery; treating acute/chronic infections and ulcers; taking culture samples; client education
3. Provides a comprehensive range of chiropody services consistent with current standards of training and education in the province and in accordance with the provisions of the Chiropody Act, Province of Ontario. This range of services will include prescribing, designing, making, and dispensing foot orthoses where indicated as part of the patient management plan
4. Assures all encounters are entered into computer including group sessions
5. Refers patients to the appropriate health specialty where indicated
6. Provides foot health education to both patients and allied health professionals, and interested community groups or associations
7. Maintains appropriate records of patient histories, ongoing patient status, treatments and management plans
8. Assesses for assistive devices (mobility equipment) and completes applications, where appropriate, for the Assistive Devices Program

9. Arranges, wherever practically possible, home nursing foot care for patients unable to attend for chiropody treatment (e.g. ongoing dressing of ulcerations)
10. Assists in the development of appropriate quality assurance mechanisms for the chiropody service and participates in peer chart reviews
11. Modifying and adjusting shoes when indicated (with the appropriate written consent of the patient)
12. Maintaining efficient stock control and ordering methods for all supplies and equipment used within the chiropody service
13. Maintaining records of numbers of patient visits to chiropody (new and return attendances) together with number of orthotics dispensed
14. Makes sound decisions based on knowledge and full analysis of the presenting situation or problems
15. Shows initiative and suggests to suggest any improvement he/she feels may benefit or improve the service
16. Initiates research and prepares reports regarding chiropody, identifying needs within the community and participating in the development of new programs which address those needs
17. Participates on centre committees as needed

Administrative Duties


1. Share administrative and clinical maintenance tasks with other centre staff. These may include compiling statistical data, updating records, peer review of client records,
2. Vetting, approving, editing and organizing health education materials
3. Participate/lead in/ research initiatives

Accountability

1. This position reports to the Manager Primary Healthcare Services
2. The Chiropodist is accountability to the standards of practice of the profession and the College of Chiropodists of Ontario
3. The Chiropodist is accountable to meet the requirements of any accountability agreement between the Local Health Integration Network and TAIBU

Qualifications

1. Must be licensed and registered under the provisions of the Chiropody Act, Province of Ontario
2. Current registration with the College of Chiropodists without limitations
3. Three to five years chiropody experience in a community health or hospital setting
4. Professional Certification- D.Ch., D.Pod.M. or Srch
5. Certification in Local Anesthesia, Soft Tissue Surgery, Injections, Pharmacology
6. An understanding, patient individual who is sensitive to people, with a variety of health/social and economic needs

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7. Enjoys working in a multidisciplinary team environment
 8. Experience in the use of computers and appropriate software applications
 9. Enthusiasm and interest in working with TAIBU priority populations
 10. An interest in developing new skills relative to identified needs of clients

Application Process: Qualified individuals are invited to submit their application to hr@taibuchc.ca