

# Eastholme – Home for the Aged

## JOB DESCRIPTION



<b>Position Title:</b> Nurse Practitioner	<b>Reports to (Direct):</b> Administrator
<b>Department:</b> Nursing	<b>Classification:</b> Management
<b>Hours per Week (regularly scheduled):</b> 40 hours per week Shift and weekend work is required of this role Participates in the management on-call rotation	
<b>Effective Date:</b> November 2022	<b>Supersedes:</b> NEW

### Position Synopsis and Purpose

(An overview of the job and how it connects to the big picture)

Reporting to the Home's Administrator, the Nurse Practitioner's (NP) focus is on working collaboratively with physicians, the Director of Care, RN's, RPN's, PSW's, and other direct care staff to provide optimal care for our residents.

The NP will help to provide clinical leadership for the Home's interdisciplinary team and will receive guidance from the Home's Medical Director and Attending Physicians on the development of best practice guidelines for approaches for diagnoses and implementing and monitoring of established treatment plans for residents in the Home.

The goal of this role is to build and maintain a highly collaborative relationship with our internal team, physicians and other members of the health care team to provide the most efficient, appropriate primary care to residents.

### Major Responsibilities (include but are not limited to):

(What does this job do and how is the time allocated)

All activities are expected to be performed in a safe manner, in accordance with the Occupational Health and Safety Act and its Regulations, along with Corporate Safety policies, procedures and programs. In addition, all necessary personal protective equipment must be used and maintained in good condition.

- Consult with multidisciplinary team members, physicians, and other health care professionals to achieve excellence in person-centred care.
- Under the guidance of the Medical Director develop best practice guidelines for approaches for diagnoses and treatment and establish the conditions for escalation to the Medical Director or outside care (such as Hospitals, specialists etc.).
- Work with the Medical Director and Attending Physician to assess, investigate, diagnose, and treat residents, providing shared care for the resident along with their physician partners.
- Implement/monitor established treatment plans and collaborate with the physicians to provide follow up on diagnoses.
- Implement resident-focused programs, policies, and procedures with the Director of Care and the Continuous Quality Improvement Team
- In collaboration with the Director of Care, provide direction and leadership to RN's, RPN's, PSW's, and other direct care staff in all aspects of resident care, within established legislative standards.
- Participate in the identification, analysis and interpretation of trends in resident care outcomes and professional nursing practice issues to determine priorities for educational programming.

- Provide leadership and mentoring support to Eastholme's staff to enhance their knowledge, assessment skills and ability to care for residents, optimizing resident health care outcomes.
- Provide expert coaching, guidance, and counseling - e.g., patient education, supportive counseling, options counseling, grief counseling, etc.
- Provide transitional support to residents and their families and work with external health care agencies to ensure a great transition to Eastholme and long-term care, in general.
- Develop and implement the residents' plan of care in collaboration with residents and their families, and the Eastholme health care team.
- Provide proactive screening and assessment, timely episodic care and specialist referrals, follow-up care, ongoing chronic disease management, palliative and end-of-life care.
- Respond promptly to concerns of residents and family members, mediating a satisfactory response to concerns and implement action plans to avoid reoccurrence of similar issues.
- Monitor patients' EMR for test results and consultants' notes.
- Lead or participate in resident-centred programs, e.g., Palliative and Collaborative Care Programs.
- Contribute to and implement Quality Improvement Plans
- Ensure medication reconciliation occurs as needed,
- Support internal and external committees respecting the LTC home respecting clinical and professional issues
- Provide management on call support to registered nurses on a rotational basis
- Maintain compliance with required policies, Provincial regulations, and applicable legislation; modify or develop new policies, as required.
- Collaborate with management team on special projects, reviews, and other initiatives.
- Accountable for the safety and security of employees and facilities and ensure that employees work safely and in compliance with the relevant statutes and regulations and with the safe work procedures and directives as established by Eastholme. This shall include wearing appropriate PPE as required.
- Actively participate as a member of the senior management team in decision making, particularly in matters related to health and safety, environmental services, and human resources management.
- Maintain confidentiality in accordance with all applicable privacy and protection legislation.
- Perform other related duties as required

**Skills, Experience and Qualifications:**

(What an applicant is expected to bring to the role in terms of Education (Degree/ diploma/ certifications), Experience, Knowledge, Skill, and Ability)

- BSc. Nursing required - Post-graduate education and experience in gerontology is considered an asset.
- Current registration with the College of Nurses of Ontario as a Registered Nurse in the Extended Class (Primary Health Care or Adult) and entitled to practice.
- Other education as prescribed in the current long term care homes acts and regulations.
- Knowledgeable about primary health care issues in Long Term Care as well as current, evidence-based methods and practices of primary care delivery, with an emphasis on health promotion and risk reduction.
- Previous management/ supervisory experience, with strong people/ human resources knowledge is considered an asset.
- Demonstrated leadership skills coupled with excellent communication skills, strong planning, interpersonal, facilitation, team building and coaching skills, including the ability to share information and teach while treating a resident.
- Desire and ability to update knowledge and skills through various means including technology-based opportunities, courses, workshops and conferences.
- Demonstrated ability to maintain successful working relationships; ability to meet and interact with people in a pleasant, responsible and reassuring manner while resolving conflicts in a professional manner.

- Understanding of the current and applicable legislation, regulations and acts related to Long-Term Care, Employment Standards Act principles and legislation, Labour Relations, Occupational Health & Safety, and any other applicable legislation.
- Ability to be open-minded and non-judgmental with demonstrated ability to welcome change and manage it innovatively – this includes being skilled in problem solving and generating creative solutions and new approaches to challenges.
- Adept at working independently and as part of a multi-disciplinary team.
- Proficient in the use of computers and various programs, platforms, and applications.
- Must be willing to work the hours necessary to ensure the effective operation of the facility and be prepared to respond to emergent situations.
- Must provide a complete and current Vulnerable Sector Check (including a Criminal Background Check).
- Must be willing to obtain any, and all, required immunizations as set out by legislation or regulations.