



Canadian Mental  
Health Association  
Sudbury/Manitoulin

Association canadienne  
pour la santé mentale  
Sudbury/Manitoulin

**POSITION TITLE: Registered Nurse**

**INCUMBENT: 1.0FTE**

**REPORTS TO:** Coordinator of Harm  
Reduction Home

**PROGRAM: Harm Reduction Home**

**APPROVED BY:** Director of Operations

**DATE APPROVED/REVISED:** December,  
2018

**HOURS:** 35 hours/week

## POSITION SUMMARY:

Reporting to the Co-ordinator of the Harm Reduction Home the Registered Nurse (RN) will work within the context of a managed alcohol, client centred, harm reduction, residential program called the Healing with Hope Home (HWH). Within an interdisciplinary team, the RN is has expertise in health care of the homeless, addictions and marginalized populations. The RN will provide nursing assessment, Care Conferences, audits, education, staff support and direct care.

The Registered Nurse will be required to work day shifts, with evening, night shifts, and holidays as required

## ESSENTIAL JOB RESPONSIBILITIES:

### RESPONSIBILITIES

#### Resident Care

- Identifies clients who might benefit from the services of the CMHA's Harm reduction program.
- Provides information to clients about the HWH program so they are fully informed about services prior to applying for admission.
- Assessment and screening of health status as per admission form including screening and follow-up of infectious disease
- Completes a comprehensive assessment of the needs of the client using a holistic approach with special emphasis on the health, housing and social services needs
- Formulates a plan of care in partnership with the client and the other health professionals involved in the care of the client.
- Arranges for care and coordinates the efforts of the other service providers insuring good communication between members of the clients care team
- Organizing a suitable medical plan of care and monitoring compliance to the care plan in order to make changes as necessary.
- Provides back up and consultation to the front line workers, program managers and other staff in the evening and overnight hours through participation in a rotation of on-call service as scheduled

- Monitors compliance with the plan of care and insures that the clients' wishes are understood and respected.
- Coverage as necessary for dispensing of Alcohol and medications as per physicians directives.
- Transcription of orders and maintenance of medication records; narcotic counts
- Demonstrate harm reduction and recovery oriented practice (ROP) philosophy and practices within daily work and interactions
- Intervene to crisis as necessary and work to intervene before a crisis escalates and provide appropriate follow-up.
- Maintains resident schedules for onsite and offsite medical appointments and follow-ups in collaboration with team.
- Participates in the safety of the program participants at all times
- Provides or ensures access to appropriate immunization
- Facilitates access to care and treatment 24/7
- Monitors health status of clients and takes appropriate action to meet changing needs
- Coordinates care and liaises between community agencies and services on behalf of clients
- Acts as an advocate on behalf of clients and the program as a whole

#### **Medical Assessments**

- Provides nursing admission assessment and collects and records relevant data
- Uses strategies such as: screening, surveillance, immunization, early case identification and health education to reduce communicable disease risk factors in the community and household.
- Specimen collection, Vaccine provision and Tuberculin skin testing

#### **Health Education**

- Provides learning experience for health care students
- Participates in health promotion program development and delivery based on resident's needs.

#### **Collaboration**

- Initiate, monitor and renew medical program related service agreements.
- Oversees all medical/medication aspects with community pharmacy in providing services to residents
- Attends and contributes to medical/resident rounds as required
- Coordinantes care conferences with physician and interdisciplinary team
- Participates in research and evaluation as appropriate
- Prepares schedule for nursing staff in collaboration with the Coordinator of HWH
- Acts as a liason between nursing staff, phyiscan and interdisiciplinary team

#### **Professionalism**

- Represents agency in a professional manner through embracing and fostering the CMHA culture, mission, respectful communication and ethical decision making.
- Represents service/program or agency in the community and complies with service area policies.

#### **Works within the Policies and Procedures of the CMHA**

- Works to achieve the agency and program goals

- Maintains and collects appropriate records of data, research and interactions as per agency guidelines.

**Avails self of opportunities for professional development**

- Orientates new staff and mentors/precepts students
- Complete and participate in CMHA training as per agency standards
- Makes changes in nursing practice based on self-appraisal, legislation, ongoing feedback and guidance, mentoring, professional development, performance appraisal and application of current best practice/evidence-based research.
- Attend enhanced learning opportunities and educational sessions when offered.
- Identifies nursing issues and actively works towards resolution.

**Reports to supervisor and participates in supervision as directed.**

- Consults with Coordinator of HWH for communication, consultation and reporting purposes.
- Actively contributes to the improvement of the services offered and the processes through which these services are delivered.
- Performs audits and collects data to report the coordinator of the
- Participates in supervision with front line nursing staff as directed

**Educator Skills and Experience**

- Graduate from an approved School of Nursing with current practicing registration with the College of Registered Nurses of Ontario (CNO)
- Meets the standards of practice of the College of Nurses of Ontario Current liability insurance with the RNAO
- Minimum of 2 years of experience; with the last year of experience within the Harm Reduction/Mental Health/Addictions setting.
- Demonstrated competence in clinical nursing practice related to the care of adult homeless, and addiction persons.
- Recent experience as a nurse in a care setting other than hospital such as mental health and addictions,
- Demonstrated ability to work with other care professionals in care delivery.
- Demonstrated ability to teach, consult and negotiate.
- Certification in First Aid & CPR;
- Certification in NVCI, Mental Health First Aide, and ASIST an asset

**Personal Suitability**

The Registered Nurse's insights, beliefs and values should be such as to enable him/her to:

- Adopt an independent practice model of care delivery.
- Have a stable and positive attitude toward his/her work.
- Be involved with patients to promote their abilities, independence and self esteem through practical skills, advanced nursing knowledge and compassionate understanding.
- Be a self-learner and self-directed.
- Be independent and able to work cooperatively as a community builder within the delivery of community based health care.
- Be willing to support the service delivery philosophy and goals of the Ottawa Inner City Health Inc.
- Understand how to apply harm reduction strategies in the clinical setting

- Act effectively in situations of profound loss, and suffering and with individuals who chose to live at risk.

**Knowledge and Skills**

- Effective verbal and written communication skills
- Strong work, organization and time management skills
- Strong negotiation, consultation and collaboration skills actively working towards resolution.
- Ability to work independently and as part of a team with multidisciplinary colleagues, physicians, and community partners
- Flexibility & able to apply harm reduction skills to the clinical setting
- Creative problem solving skills and able to adopt an independent practice model of care delivery.
- Priority setting skills & critical thinking skills

**Language requirements:** Fluency in both english and french is an asset.

**Professional designation/certification:** registration and in good standing with the College of Nursed of Ontario

## JOB SPECIFIC COMPETENCIES

The following competencies are required for this position:

<b>Team work and Collaboration</b>	Expresses positive expectations of others in terms of their abilities, expected contributions and responsibilities. Speaks of team members in positive terms. Is looked to by colleagues as a valuable source of information. Collaborates with others and from outside own area of expertise for ideas and opinions to help form specific decisions or plans. Promotes team collaboration and an atmosphere of interdependence
<b>Critical Thinking</b>	Identifies multiple cause and effect relationships in situations involving numerous options and a large volume of information. Analyses relationships among several parts of a problem or situation. Anticipates obstacles and thinks ahead about next steps. Asks key questions to determine issues, make decisions and recommend appropriate course of action.
<b>Functional Skills</b>	Ability to work autonomously in the clinical setting in providing support to program that focus on client centered care. Providing guidance and support to peers and providing feedback and reporting to the Manager of the Harm Reduction Home. Ability to assess applicants, provide support and advocate for their needs.
<b>Integrity</b>	Upholds clear ethical standards that are broadly respected within the agency and with outside partners. Holds self-accountable for professional behaviour. Is able to make thoughtful judgements and reasoned decisions when ethical standards are in conflict.
<b>Coping</b>	Able to maintain a mature problem-solving attitude while dealing with interpersonal conflict, hazardous conditions, personal rejection, hostility or time demands.
<b>Assertiveness</b>	Able to maturely express one's feelings and opinions in spite of disagreement: accurately communicate to others regardless of their status or position.
<b>Interaction</b>	Able to communicate with others in a warm and helpful manner while simultaneously building credibility and rapport.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization