Government of Nunavut Employment Opportunity

Nurse Practitioner

Family Practice Clinic
DEPARTMENT OF HEALTH & SOCIAL SERVICES
IQALUIT, NUNAVUT

We require a Nurse Practitioner for the Family Practice Clinic in Iqaluit. The work is scheduled on 7.5 hours work from Monday through Friday.

- **Required:** Master Degree/ Nursing in an NP or Advance Practice stream from a Canadian University preferred OR a B.Sc./ Nursing or nursing diploma, with post graduate education as a Nurse Practitioner or recognized equivalent.
- **Required:** Current Registration or eligible to register with RNANT/Nunavut as a Nurse Practitioner.
- **Required:** minimum 1 year experience in an NP role or position
- Experience with electronic health record & information systems an asset
- Experience in a northern or outpost setting is deemed an asset
- Experience in cross cultural nursing is deemed an asset
- Inuktitut or French language skills an asset

**Other:** Must have advanced knowledge of and an ability to apply, advanced nursing processes (assessment, planning, implementation and evaluation) and advanced nursing practice to ensure the clients’ physical, emotional, psycho-social, spiritual, educational and daily living needs are met as defined within the RNANT/NU requirements. Knowledge of best practices in primary health care, health promotion and prevention.

The Primary Health Care Nurse Practitioner (PHC-NP) provides and independently manages health assessment, physical exam, diagnosis, intervention and follow up care to the residence of Iqaluit in accordance with Nurse Practitioners acts, regulations, policies, standards, guidelines, mission and the objectives of the Department of Health and Social Services of the Government of Nunavut to ensure clients receive timely health assessment and diagnosis, optimum support and continuity of care. The PHC-NP provides a leadership role in utilizing best practices and is solely responsible and accountable for his/her actions in this advanced nursing role.

For full-time, permanent nurses, Recruitment Bonuses include: $5,000 on start date, $5,000 at 18 months of service and $10,000 at 30 months of service. Other bonuses include a $9,000 Annual Frontline Allowance and a $375 Monthly Retention Bonus totaling $4,500 per year. Subsidized housing will be provided.

**Salary Range:** $90,734.00 - $102,941.00 per annum
**Northern Allowance:** $15,016.00 per annum

**Closing Date:** Open until November 18, 2011
**Please submit your resume, quoting reference no. 10-01-235-040LA**

Write to: Louisa Angmarlik, Nurse Recruiter
Department of Health & Social Services
Government of Nunavut,
P.O. Box 1000 Station 1049, Iqaluit, Nunavut X0A 0H0
Telephone: (867) 979-7385
Fax: (867) 979-2032    E-Mail: langmarlik@gov.nu.ca

- We will contact only those candidates selected for interviews.
- Candidates must clearly identify their eligibility in order to receive priority consideration under the Nunavut Priority Hiring Policy.
- Job descriptions may be obtained by fax.
- Equivalencies will be considered.
1. IDENTIFICATION

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<tr>
<th>Position No.</th>
<th>Job Title</th>
<th>Supervisor’s Position</th>
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<tbody>
<tr>
<td>10-10701</td>
<td>Nurse Practitioner</td>
<td>Manager – Family Practice Clinic</td>
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<tr>
<th>Department</th>
<th>Division/Region</th>
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<tr>
<td>Health &amp; Social Services</td>
<td>Health</td>
<td>Iqaluit</td>
<td>Family Practice Clinic / Building 155</td>
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**Fin. Code:** 10600 / 01 / 02 / 235 /1060000 / 01 / 1000

2. PURPOSE

**Main reason why the position exists, within what context and what the overall end result is.**

The Primary Health Care Nurse Practitioner (PHC-NP) provides and independently manages health assessment, physical exam, diagnosis, intervention and follow up care to the residents of Iqaluit and the Baffin Region in accordance with Nurse Practitioner acts, regulations, policies, standards, guidelines, mission and the objectives of the Department of Health and Social Services of the Government of Nunavut to ensure clients receive timely health assessment and diagnosis, optimum support and continuity of care. The PHC-NP provides a leadership role in utilizing best practices and is solely responsible and accountable for his/her actions in this advanced nursing role.

3. SCOPE

**Describe the impact the position has on the area in which it works, or if it impacts other departments, the government as a whole, or the public directly or indirectly. How does the position impact those groups/individuals, the organization and/or budgets? What is the magnitude of that impact?**

This position is located at the Family Practice Clinic in Iqaluit. The incumbent of the position will also be required to provide primary care to facilities within Iqaluit, group homes and schools and are intended to promote a healthy way of life, and decrease the incidence of death, disease and injury. The services of the PHC-NP are accessible to a multi-cultural population of approximately 7000 residents in the community of Iqaluit as well as the surrounding communities of the Baffin Region.

Reporting to the Manager of the Family Practice Clinic the PHC-NP provides comprehensive health assessment, makes diagnosis and develops interventions within the PHC-NP scope of practice. The PCH-NP will lead while collaborating with other health care professionals to provide primary care to individuals, families and the community. As an independent practitioner, the PHC-NP provides comprehensive care to clients including: health promotion, illness and injury prevention, supportive, curative, rehabilitative and palliative care. The incumbent will also be responsible to collaborate with community health providers to increase the capacity for self-care and direction as an educator, leader, and advanced clinical practitioner.
The role of the PHC-NP is to provide primary care through assessment, diagnosis, intervention, treatment management, drug therapy and referral functions to clients of the Baffin Region. The focus of the PHC-NP is to improve a client’s health and ensure that the client’s care needs are met in the context of their psychosocial and physical well-being. Particular emphasis on community development and health promotion as well as advanced knowledge and skills in assessment, nursing and medical diagnosis, intervention, treatment management, drug therapy and referral functions which are shared with other health care professionals is essential.

The PHC-NP is required to travel for training purposes.

The PHC-NP will perform primary care services for acute illness and injuries and stable chronic health problems commonly encountered in primary care, including: diagnosis, ordering and interpreting selected diagnostic tests and therapeutics (selecting, recommending, prescribing and monitoring the effectiveness of selected drugs and interventions). In addition, they will be required to write prescriptions/treatment orders on order sheets that will be acted upon by other health professionals (i.e. nurses, pharmacists, etc).

The PHC-NP will consult and/or refer to other health care professionals – physicians, physiotherapists, mental health consultants, social services, etc at any point in the assessment of the client, or when planning, implementing or evaluating client care when the clients conditions require such services.

The NP will also be required to work independently in the Emergency Department at the Hospital in Iqaluit during shortage of staff physicians.

4. RESPONSIBILITIES

Describe major responsibilities and target accomplishments expected of the position. List the responsibilities that have the greatest impact on the organization first and describe them in a way that answers why the duties of the position are being performed. For a supervisory or management position, indicate the subordinate position(s) through which objectives are accomplished.

Provide advanced clinical health assessment, diagnosis, care and services to clients (individuals, families and groups) on a routine and emergency basis to promote a health lifestyle, to prevent and/or reduce incidence of disease, disability and death, to support rehabilitation and to restore health or to support the client to die comfortably with dignity.
Main Activities:

• Systematically assess individual health status through collection of an appropriate history, perform a comprehensive physical assessment and the ordering and interpretation of diagnostic tests.

• Establish a diagnosis of the medical condition through analysis and synthesis of data from multiple sources and communicate findings and establish a plan of care with the client.

• Develop a plan of care based on client need, independently or in consultation with other health care professionals.

• Implement a comprehensive care plan, which may include independent prescribing and dispensing of pharmaceuticals in accordance with established Acts, regulations, policies, practices and safety procedures as well as non-pharmacological interventions.

• Incorporate appropriate complementary and traditional therapies that the client may wish to use, if safe and no contradictions.

• Refer clients to other health care professionals as determined by their needs and scope of practice. Communicate and plan ongoing care with other health care professionals as required.

• Conduct family assessments to identify the broader implications for health within the family in a way that is culturally appropriate.

• Continue dialogue with clients and families about the clients condition and future plans as appropriate.

• Provide periodic review and monitoring to assist clients, with stable conditions, to manage their health status.

• Review progress with the client and evaluate the effectiveness of the prescribed interventions.

• Recognize the need for crisis intervention and counselling for common, emergent or urgent psychosocial conditions/situations and take the necessary action.

• Recognize the cultural diversity of the community and incorporate this into the planning and delivery of services.

• Advocate for and respect the dignity and self-respect of clients.

• Promote the autonomy of clients and help them express their health needs and values to obtain appropriate information and services.

• Maintain confidentiality at all times except in times as legally required.

• Apply and promote principles of equity and fairness to assist clients in receiving unbiased treatment and a share of health services and resources proportionate to their needs.

• Act in a manner consistent with professional responsibilities and standards of practice.

• Maintain confidentiality of all patient encounters and all patient files.
Develop, facilitate, implement and modify patient and family education/teaching based on the needs of the client.

Main Activities:
• Develop and implement a variety of programs to address client needs that may include the provision of programs such as: adult health clinics, pre and post natal clinics, well woman/man clinics, communicable disease surveillance.
• Facilitate the continuity and sustainability of care by involving other members of the primary care team, other departments (i.e. education), family and community members as appropriate.
• Use a holistic and culturally appropriate approach to facilitate learning of client and their families in relation to illness or injury (i.e. health promotion, etc).
• Assess the client for physical and psychosocial needs, their knowledge of their health disease process and learning needs.
• Development, revision, and evaluation on an ongoing basis, of educational resources necessary to support clients.

In collaboration and partnership with clients and other primary community care team members and agencies, conduct health surveillance and preventative activities that may improve the health of the population.

Main Activities:
• Conduct and participate in community needs assessment and based on the results, and in collaboration with stakeholders, prioritize and develop culturally sensitive health promotion strategies.
• Understand, support and promote community participation in decision-making and ownership of constructive changes to enhance the community’s health.
• Promote healthy public policy.
• Evaluate and modify community health programs in partnership with community members.

Provide expert and specialized knowledge of primary health care related to nursing in Nunavut and also provide functional direction and leadership for enhancing the integrated service delivery model.

Main Activities:
• Articulate the role of the PHC-NP to clients, the general public and primary community team.
• Provide coaching and clinical leadership to peers, students and other members of the health care team to develop skill necessary to achieve the standard of care.
• Collaborate with physicians, nursing colleagues and other health care professionals to advocate health care environments that are conducive to ethical practice and the the health and well-being of clients and others in the setting.
• Facilitate and foster active communication, collaboration and linkages between key stakeholders, within and outside of the community.
• Orientation of new employee.
• Participate in research and special projects that contribute to evidenced based practice.
• Participates in committees and task forces as related to the role of the PHC-NP (i.e. multidisciplinary teams, etc).

5. KNOWLEDGE, SKILLS AND ABILITIES

Describe the level of knowledge, experience and abilities that are required for satisfactory job performance.

Knowledge identifies the acquired information or concepts that relate to a specific discipline. Skills describe acquired measurable behaviours and may cover manual aspects required to do a job. Abilities describe natural talents or developed proficiencies required to do the job.

These requirements are in reference to the job, not the incumbent performing the job.

• The PHC-NP must be able to make accurate medical diagnosis of common illness, identify critically ill and destabilizing chronically ill clients and apply critical thinking when formalizing evaluations resulting in differential medical diagnosis. In addition, the PHC-NP must be able to implement appropriate treatment plans based on diagnosis within a PHC-NP scope of practice.
• This level of knowledge is commonly acquired through the successful completion of a Nursing Degree, plus a post graduate education program as a Nurse Practitioner and 2 years direct nursing care.
• Must be registered with the RNANT/NU as a Nurse Practitioner.
• It is expected that the PHC-NP must maintain current knowledge and enhance competencies relevant to primary community care practice through professional developmental activities, peer review and other continuing competency strategies.
• The PHC-NP must possess or be eligible and complete the following certifications: ACLS, TNCC, PALS, CPR, BTLS (advanced skills certifications).
• Must have advanced knowledge of, and an ability to apply, advanced nursing processes (assessment, planning, implementation and evaluation) and advanced nursing practice to ensure the clients’ physical, emotional, psycho-social, spiritual, educational and daily living needs are met as defined within the RNANT/NU requirements.
• The ability to educate clients and their families (where appropriate) on self-care methods and techniques.
• An ability to provide emergency care and treatment, as the position is required to perform advanced nursing functions beyond basic nursing training in accordance with standards, policies and guidelines of the DHSS and RNANT/NU.
• The ability to effectively triage clients’ health care needs.
• Knowledge of an ability to network within and outside the HSS in order to ensure support of clients and their families.
• Knowledge of best practice in primary health care and particularly public/community health.
• Conceptual understanding of the model of integrated community care delivery, and the application of nurse practitioner competencies to multidisciplinary practice settings.
• Sensitivity to the cultural, social and political issues in Nunavut.
• An ability to critique research studies and apply to practice where appropriate.
• Knowledge of all applicable Nunavut legislation and regulations, standards, policies
and guidelines related to advanced nursing practice in order to provide current, relevant and feasible consultation services.

- Ability to contribute to the satisfaction and goodwill of clients, colleagues and co-workers is essential to the position. The incumbent must have the ability to deal with caregivers and health care workers in situations of extreme stress and cope with these situations diplomatically and with empathy.
- An ability to facilitate creative problem solving using a situational approach incorporating conceptual, analytical, interpretive, evaluative and constructive thinking skills.
- The incumbent must be aware of the importance of confidentiality and be able to keep personal and medical information private and confidential at all times.
- Knowledge of ability to operate word processing application in order to complete training materials and presentations, electronic mail to send and receive correspondence and the internet in order to conduct on-line research.

6. WORKING CONDITIONS

List the unavoidable, externally imposed conditions under which the work must be performed and which create hardship for the incumbent. Express frequency, duration and intensity of each occurrence in measurable time (e.g. every day, two or three times a week, 5 hours a day).

Physical Demands

Indicate the nature of physical demands and the frequency and duration of occurrences leading to physical fatigue or physical stress.

There is, from time to time, physical effort required for this position as the incumbent works in the hospital, clinic and home environments. There will be physical demands on the incumbent as she/he will be required to assist in the transferring of patients or do other heavy lifting on their own and perform patient assessment when she/he may be required to stand in awkward position for extended periods of time.

The incumbent will experience moderate physical fatigue or physical stress as he/she will be expected to perform duties without supervision and make independent decisions that affect a client's health care needs.

Environmental Conditions

Indicate the nature of adverse environmental conditions to which the jobholder is exposed, and the frequency and duration of exposures. Include conditions that increase the risk of accident, ill health, or physical discomfort.

Working with the identified areas and providing direct patient assessment, diagnosis and treatment the incumbent will have moderate levels of exposure to communicable diseases (i.e. TB) – blood, body fluid and hazardous materials (sharps, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.
Some travel will cause additional stress as the weather conditions will often be harsh and extreme.

Sensory Demands

Indicate the nature of demands on the jobholder’s senses. These demands can be in the form of making judgements to discern something through touch, smell, sight, and/or hearing. It may include concentrated levels of attention to details through one or more of the incumbents’ senses.

- Greater than 75% of the incumbent day will be spent providing direct patient care where the incumbent will be required to use the combined senses of tough, sight, smell and hearing during the assessment and provision of care in controlled and occasionally uncontrolled settings.

Mental Demands

Indicate conditions within the job that may lead to mental or emotional fatigue that would increase the risk of such things as tension or anxiety.

The PHC-NP may be exposed to death/dying and other emotionally disturbing experiences. The PHC-NP is expected to remain calm, controlled and professional, regardless of the situation and demonstrate compassionate care to the client, family and other members of the healthcare team.

Within the healthcare setting there can be significant lack of control over the work pace, with frequent interruptions that may lead to mental fatigue or stress.

The PHC-NP is required to be motivated an innovative in the area of continuing education and practice to encourage the professional growth of self and others

There is uncertainty in knowing what to expect while at work. There is legitimate concern about being responsible for the lives of clients and their families, risk of assault and unknown and unpredictable situations.

The PHC-NP needs to identify that decisions/actions may have serious impact on the health outcomes for clients if errors are made.

The need to act and react rapidly, in a focused and well-informed manner is mandatory in this position.

The incumbent spend a significant amount of time counselling and this requires excellent communications and facilitation skills and can lead to extreme mental fatigue.

The incumbent will often be faced with challenging and difficult client situations, such as, but not limited to, sexual assault cases which can lead to mental fatigue and stress.
7. CERTIFICATION

<table>
<thead>
<tr>
<th>Employee Signature</th>
<th>Robert Nevin, RN-NP</th>
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<tbody>
<tr>
<td>Printed Name</td>
<td>Supervisor Title</td>
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<td>Manager / Family Practice Clinic</td>
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<td>Supervisor Signature</td>
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I certify that I have read and understand the responsibilities assigned to this position. I certify that this job description is an accurate description of the responsibilities assigned to the position.

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<thead>
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I approve the delegation of the responsibilities outlined herein within the context of the attached organizational structure.

8. ORGANIZATION CHART

Please attach Organizational Chart indicating incumbent’s position, peer positions, subordinate positions (if any) and supervisor position.

“The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position”.