



Southwest Ontario
Aboriginal Health
Access Centre

SOUTHWEST ONTARIO ABORIGINAL HEALTH ACCESS CENTRE

Registered Practical Nurse

Full-Time Position

Location: Windsor

Posting Date: December 21, 2018

The Organization: The Southwest Ontario Aboriginal Health Access Centre (SOAHAC) strives to provide quality, wholistic health services by sharing and promoting traditional and western health practices to enable people to live in a more balanced state of well-being. SOAHAC provides services to Indigenous people including those who live on and off reserve, status, non-status, Inuit and Métis within the southwest region. SOAHAC has a mandate of ensuring that health services are accessible, of high quality and are culturally appropriate.

The Role: The Registered Practical Nurse (RPN) supports the primary care providers in the provision of comprehensive primary care and preventative services to Indigenous clients across the lifespan. The RPN will support the primary care providers by conducting assessments and physical examinations, administering immunizations and other injections, performing venipuncture, wound care, and any other nursing related duties that may be requested within the RPN scope of practice.

Experience: Graduate of a recognized RPN program and two to three years' experience working as an RPN in a primary care setting. Experience with preventative care and chronic disease management. Experience working with the Indigenous population. New graduates may be considered based on their qualifications.

Reporting to the Integrated Care Manager – Windsor Site, the RPN is responsible for:

Responsibilities:

- Assists with direct client care procedures and related tasks such as: checks in clients, obtains history, vital signs, updates and prepares charts, screens for preventative care, and assists with medical examination/minor procedures
- Conducts intake appointments with new SOAHAC clients ensuring that a wholistic process is followed
- Advocates on behalf of the client with regards to equitable access to traditional healing and western health services as directed by client
- Performs specialized procedures, such as obtaining and processing lab specimens
- Maintains database/registry of client's eligible/due for cancer screening, diabetes care, and immunizations by use of EMR reports. Must be familiar with the Canadian Diabetes Association guidelines, Cancer Care Ontario screening guidelines, and the publically funded immunization schedule for Ontario.
- Accepts telephone calls from clients at nursing station/office, triages concerns and takes appropriate action, i.e. provides telephone support, books client in with provider, or expedites call to provider
- Contacts clients via telephone to discuss results as needed and make arrangement for appropriate follow up, at the direction of the Physician/Nurse Practitioner
- Reviews, maintains, and orders immunizations and medical supplies on a weekly basis or as needed.
- Commitment to continuous professional development and continuing education
- Self-directed and able to work with minimal supervision
- Recent satisfactory attendance and performance record

- Advocates and supports a culture of client safety and demonstrates an understanding of how the department service and assigned responsibilities contribute to overall client safety at SOAHAC.
- Willingness to routinely participate in staff meetings

Requirements:

- Current registration as a Registered Practical Nurse with the College of Nurses of Ontario (CNO)
- Graduate from a recognized RPN program
- 2-3 years clinical experience; preferably in a multi-disciplinary team setting
- 2-3 years previous experience working as a RPN in any/ all areas of primary care, chronic disease management, preventative care, mental health and addictions
- Knowledge of culture and local Indigenous communities in Southwestern Ontario is a strong asset
- Excellent communication, customer service and collaboration skills
- Excellent problem solving, decision making and interpersonal skills
- Strong organizational skills with the ability to work effectively and independently
- Strong attention to detail and assessment skills
- Ability to establish and maintain effective working relationships with others and across teams
- Excellent interpersonal skills with the ability to communicate clearly
- Computer literacy including skills in word processing, e-mail, PowerPoint, Excel, and Electronic Medical Records
- Valid Ontario Driver's "G" license and access to reliable transportation, as some travel is required
- Experience in providing professional foot care an asset

This job may require additional responsibilities and duties as assigned by Southwest Ontario Aboriginal Health Access Centre.

Please Note: This position is based on annual funding and is full-time @ 35 hours (5 days) per week. Salary is competitive and subject to experience and funding. Comprehensive benefit and pension package included.

SOAHAC values diversity and is an equal opportunity employer; however hiring preference will be given to qualified Indigenous applicants. SOAHAC is committed to providing employment accommodation in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require accommodation to apply or if selected to participate in an assessment process, please advise Human Resources.

If you are interested in applying for this position, please forward your cover letter, resume, and names of 3 references (two references from a Supervisor/ Manager) to:

Email: **careers@soahac.on.ca**

Please include Subject Line: **RPN - Windsor**

Attention: **Anna-Marie Evans
Human Resources Manager
Southwest Ontario Aboriginal Health Access Centre
425 – 427 William Street,
London, ON N6B 3E1**

Closing Date: January 18, 2019 at 4:00 pm

Please visit Southwest Ontario Aboriginal Health Access Centre online at: www.soahac.on.ca or like us on www.facebook.com/soahac to learn more about us!