

Government of Nunavut Employment Opportunity

REGISTERED NURSE, EMERGENCY ROOM Qikiqtani General Hospital Department of Health & Social Services IQALUIT, NUNAVUT

We require a registered nurse for the Emergency Department of the Qikiqtani General Hospital. The work is scheduled on a twelve (12) hour rotating shift. There are currently fifteen (15) registered nursing positions in the Emergency Department at Qikiqtani General Hospital. The incumbent of this position is to take direction from the Nurse Manager, Emergency and is a member of a multi-disciplinary team. This position is responsible for assessing patient health status and responding to actual and potential health problems including emergent and critical situations on an ongoing basis. You will be providing acute care services for all patients within the Baffin Region of Nunavut 24 hours a day, 7 days a week.

Education:

- Bachelor of Nursing or diploma in nursing.
- Eligibility for Registered Nurses Association of the Northwest Territories and Nunavut (RNANT/NU) registration.
- Current CPR and ACLS.
- Clear criminal record
- Excellent communication and assessment skills.

Other:

Ability to function in a cross-cultural setting. Possession of one or more of the following would be preferable but not require upon initial hiring: Trauma Nursing Core Course (TNCC), Emergency Nursing Pediatric Course (ENPC), CTAS, Neonatal Resuscitation, PALS, EKG Interpretation, Non-Violent Crisis Intervention, Critical Incident Debriefing, WHMIS, Inuktitut (Asset), Cross Cultural Training, specialized nursing certifications (ER, Maternal Child, Mental Health, Pediatrics, critical care), Back Injury Prevention Program and basic computer skills.

1-2 years recent experience required.

Subsidized staff housing is available.

Salary Range: \$77,532.00 - \$87,984.00 per annum
Northern Allowance: \$15,016.00 per annum
Closing Date: Open Until Filled

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.

Please submit your resume quoting reference 10-01-235-007LB



**Write to: Louisa Barrieau, Territorial Recruitment Consultant
Department of Health & Social Services
Government of Nunavut,
P.O. Box 1000 Station 1000, Iqaluit, Nunavut X0A 0H0
Telephone: (867) 975-5753
Fax: (867) 975-5744 E-Mail: lbarrieau@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.
- Employment in some positions requires an acceptable criminal record check. Possession of a criminal record will not necessarily disqualify candidates from further consideration.

1. IDENTIFICATION

Position No. 10-10166	Job Title Registered Nurse, - Emergency/Outpatient	Supervisor's Position Nurse Manager, Ambulatory Care
---------------------------------	---	--

Department Health & Social Services	Division/Region Patient Care/Baffin	Community Iqaluit	Location Qikiqtani General Hospital
--	---	-----------------------------	--

Freebalance Coding:	10646-01-2-235-1000000-01-1100 or 1000
--------------------------------	--

2. PURPOSE

Main reason why the position exists, within what context and what the overall end result is. The Emergency/Outpatient nurse is a professional who requires knowledge of scientific principles basic health maintenance, treatment of illness, dynamics of interpersonal relationships and human behavior. The Emergency/Outpatient Nurse is a member of the client care team that assesses client status and responds to actual or potential health problems; plans and performs interventions; and evaluates client outcomes following standards, guidelines and scope of professional nursing practice with the intent to maintain or regain client's health.

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? There are currently nine (9) registered nurse positions that work in the emergency department at Qikiqtani Regional Hospital. The incumbents of this position is to take direction for the Nurse Manager, Ambulatory Care and are responsible for the safe and competent provision of nursing services, collaboration with other health care team members and support groups involved in providing care. These positions have a direct impact on the delivery of services to clients and the incumbents' decisions and recommendations affect the way services are provided, and also affect the cost of the services being offered.

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.
•

1. Provision of nursing staff care by applying the nursing process (assessing, planning, implementing and evaluating) to all clients entering the emergency department by:
 - Provision of direct patient care including triaging-assessment of vital functions and determining priority status, with implementing of emergency measures following professional standards and hospital policies;
 - Provision of telephone advice as per hospital policy;
 - Assisting with patient education regarding illness/injury and general health measures;
 - Evaluating effectiveness of care provided;
 - Maintaining excellent interpersonal relationships with health team members, patients and visitors;
 - Collaborates with other members of the health care team;
 - Recognizes and respects cultural differences with planning and implementing patient care;
 - Prepares patient for admission to inpatient or operating room as required;
 - Explaining procedures, treatments and other health related information to patients and/or support persons as needed;
 - Ensuring information consent is maintained;
 - Demonstrating knowledge and skill vital in implementing and performing code 99 procedure and other disaster responses;
 - Initiating and monitoring treatments according to hospital policy;
 - Dispenses and administers medication to emergency/walk-in and booked patients during the evening, night and weekend shift when local pharmacy services are unavailable, as per hospital policy;
 - Working closely with community services IE: home care, ensuring that these services are available to clients as the need becomes available;
 - Working as a patient/family advocate;
 - Maintaining a working knowledge and use of all equipment and systems in the department;
 - Ensuring documentation is appropriate as per household policy.
2. Collaborates with other members of the health care team about the clients care:
 - Becoming aware of services internally and externally which may be required for maintaining or restoring client health;
 - Communicating and consulting with other members of the health care team about the clients care.
3. Participates in orientation/development of self and other staff members while increasing nursing knowledge and skill set:
 - Acting in the capacity of a preceptor/mentor for medical students, nursing students, graduate nurses or community health nurses requiring upgrading of skill set.
4. Instructs and supervises clerk-interpreters by:
 - Consulting with the nurse manager regarding work schedules and staff allocation to facilitate efficiency of the operation of the department;
 - Serving as a role model, while providing instruction and supervision to staff;
 - Providing on-the-job training for support staff in clerical duties and simple nursing duties (e.g. vital signs, vision testing, etc.)

5. Contributes to the administrative operations of the emergency department by:
 - Knowing, understanding, implementing and communicating established policies and procedures in the department and to other departmental and non-departmental staff;
 - Assuming a “nurse-in-charge” role after regular hours and weekends. This involves making administrative decisions, working independently, liaising with the twelve (12) community health centres within the region, staffing allocation, call-backs of non-essential staff. Working in conjunction with the nurse in-charge of inpatient care for bed utilization, and decisions affecting the hospital operations as a whole;
 - Participating in total quality management program (quality assurance, CQI and risk management);
 - Reporting of unusual “incidents” in an appropriate time frame and to appropriate personnel;
 - Ensuring appropriate reporting for work related injuries.
6. Maintains current and professional nursing standards through self-development and continuing education by:
 - Demonstrating professional responsibility and accountability;
 - Practicing in a manner consistent with the Canadian Nurses Association and the Professional Code of Ethics;
 - Participating and completing departmental orientation programs;
 - Offering to present seminars/in-services to peers on specialized topics or course certificates held by the incumbent;
 - Participating in committees, staff meetings, educational offering, telehealth in servicing and any other educational sources which may become available.
7. Performs other duties as required, including:
 - Assisting in other areas of the hospital as needed when workload in the emergency department is reduced.

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 behaviors 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.

- Bachelor of Nursing or Diploma in Nursing.
- RNANT/NU registration.
- Basic CPR with annual re-certification is required.
- Knowledge of current trends in health promotion/disease prevention practices and programs.
- Knowledge of nursing skills in direct patient care.
- Knowledge of independent patient assessment.
- Well-developed skills in order to communicate/teach effectively on an individual or group basis within a cross-cultural setting.
- Incumbents must be willing to successfully complete all certification programs that are offered in a work setting.

- Incumbent must be willing to work in a multi-faceted environment.
- Possession of one or more of the following would be preferable but not required upon initial hiring: Basic Trauma Life Support (BTLS), Advanced Cardiac Life Support (ACLS), Neonatal Resuscitation (NALS), fetal monitoring, pelvic examination, labour and delivery experience with advanced obstetrical training.

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.

- Lifting clients and equipment.
- Standing for extended periods of time.
- Independently transferring clients via wheelchairs and stretchers.
- Long working hours (12 hour shifts).

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.

- Exposure to infectious diseases.
- Exposure to hazardous and/or toxic chemicals and drugs.

Sensory Demands

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

- Staff must use two or more senses to make judgements and the use of senses requires considerable sensory attention.

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.

- Required to equally participate in overtime and on-call after normal working hours if deemed necessary.

- Exposure to physical and verbal abuse.
- High volume of flow of clients via the department may make it difficult at times to meet the needs of all clients.
- Stress can result from direct exposure to death, serious injury, and responsibility to make decisions directly affecting patient’s health status.

7. CERTIFICATION

<p>_____</p> <p>Employee Signature</p>	<p>_____</p> <p>Supervisor Title</p>
<p>_____</p> <p>Printed Name</p>	<p>_____</p> <p>Supervisor Signature</p>
<p>_____</p> <p>Date</p> <p>:</p>	<p>_____</p> <p>Date</p>
<p>I certify that I have read and understand the responsibilities assigned to this position.</p>	<p>I certify that this job description is an accurate description of the responsibilities assigned to the position.</p>
<p>_____</p> <p>Deputy Head Signature</p>	
<p>Date</p>	
<p>I approve the delegation of the responsibilities outlined herein within the context of the attached organizational structure.</p>	

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”.