

## 1. IDENTIFICATION

<b>Position No.</b> 10-4498	<b>Job Title</b> Audiologist	<b>Supervisor's Position</b> Qikiqtani Rehabilitation Services Manager	
<b>Department</b> Health	<b>Division/Region</b> Rehabilitation/Qikiqtani	<b>Community</b> Iqaluit	<b>Location</b> Iqaluit
<b>Freebalance Coding:</b> 10644-01-2-235-1064000-01-1000			

## 2. PURPOSE

<p><b>Main reason why the position exists, within what context and what the overall end result is.</b></p> <p>The Audiologist is a licenced health professional who is part of the rehabilitation team in the Department of Health and reports to the Qikiqtani Rehabilitation Services Manager. This position plans, develops, organizes, delivers and evaluates Audiology services too all populations in the Baffin Region; in accordance with:</p> <ul style="list-style-type: none"> <li>• Rehabilitation Services, Department of Health</li> <li>• Rehabilitation Services – Audiology policies and procedures</li> <li>• The Code of Ethics of the Canadian Association of Speech-Language Pathology and Audiologists</li> </ul>
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## 3. SCOPE

<p><b>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?</b></p> <p>This position is located in Iqaluit and reports to the Qikiqtani Rehabilitation Services Manager. This position is the sole practitioner of Audiology services in the Baffin Region of Nunavut. This Audiologist will have an enormous impact on the hearing status of Baffin residents by providing specialized audiological assessment, diagnosis and intervention for individuals with hearing loss. The Audiologist is the only individual employed by the Department of Health who prescribes and dispenses hearing aids. This is a source of revenue for the Government of Nunavut and partially funds the Audiology position. The Audiologist is an essential part of the ENT specialist clinic and individuals often must be seen by Audiology prior to receiving ear surgery. The Audiologist functions as a member of the inter-disciplinary care team and visits community health centres to provide Audiological services on a regular basis.</p>
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## 4. RESPONSIBILITIES

<p><b>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 <i>why</i> the duties of the position are being performed. For a supervisory or management position, indicate the subordinate position(s) through which objectives are accomplished.</b></p> <p>1. Establish and maintain a regional audiology program by:</p>
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- Developing a regional audiology program and a plan for service delivery
  - Evaluating the program annually for effectiveness and submitting monthly progress reports including year-end statistics
  - Advising the Qikiqtani Rehabilitation Services Manager on the annual audiology budget.
  - Reviewing expenditures from the department budget with the Qikiqtani Rehabilitation Services Manager
  - Developing audiology policy and procedures
  - Managing the operating procedures of the audiology department
- 2. Develop, assess, implement and evaluate comprehensive audiology services on an inpatient, outpatient and community level to ensure the individuals requiring assistance maintain or regain their highest level of independent hearing function by:**
- Responding to self-referrals or referrals from physicians, nurses or other allied health professionals
  - Creating a client chart for Rehabilitation Services in the Qikiqtani Region
  - Detailing the client's informed consent for audiology assessment and treatment, as well as obtaining a detailed case history, as well as findings of the assessment, in the client's chart and electronic charting system
  - Administering diagnostic tests to determine audiological function including puretone air/bone conduction audiometry, masked and unmasked speech audiometry including speech reception thresholds, words recognition, PIPB functions and speech in noise
  - Measuring acoustic immitance including tympanometry, ipsilateral/contralateral acoustic reflex testing, and acoustic reflex decay
  - Selecting appropriate test measures in the pediatric population including behavioural observation audiometry, visual reinforced audiometry and play audiometry
  - Audiometry evoked potential testing for neurodiagnostic purposes, threshold estimation and auditory screening
  - Otoacoustic emission testing for screening and diagnostic purposes
  - Assessing for differential diagnosis
  - Selecting, prescribing and dispensing of amplification including hearing aids, FM systems and assistive listening devices using DSL or NAL-R prescriptive formulae
  - Performing electro acoustic analysis of amplification device performance
  - Ongoing contact with manufacturers and suppliers of amplification devices and audiology equipment to ensure equipment is up to date and calibrated
  - Administration of Non-Insured Health Benefit (NIHB) claims and verification of invoices from manufacturers
  - Performing real-ear measurements to verify hearing aid or FM system performance using prescriptive formulae (eg. DSL, NAL-R).
  - Taking of earmold impressions
  - Processing of amplification devices in need of repair
  - Providing client education
  - Recommending audiological follow-up as necessary and making referrals to the appropriate professionals
  - Providing detailed reports to the referral source in involved health care personnel
  - Exchanging information with other members of the health care team
  - Liaison with itinerant otolaryngologist and other specialists
  - Advocate for hearing impaired people
- 3. Coordinate the delivery of audiological services to the Baffin region by:**
- Developing and maintaining a working relationship with the staff in the 12 Community Health Centres and the Iqaluit Public Health Unit

- Working in close collaboration with other health professionals
  - Providing clinical supervision to the Community Therapy Assistants
  - Providing orientation for health care personnel to the Audiology unit
  - Working proactively in prevention, health promotion and education services
  - Meeting with various committees, nurses and selected community groups
  - Participating in the Continuous Quality Improvement Program in the region
- 4. Provide guidance to others by:**
- Providing clinical instruction and supervision to Audiology and Speech-Language Pathology students
  - Providing clinical instruction and supervision to Audiology Assistant and the Community Therapy Assistants
  - Providing clinical teaching and continuing education to relevant disciplines
  - Developing resource materials
- 5. Maintain clinical competency by:**
- Reading/studying journal articles and related materials
  - Accruing continuing education units by attending conferences, seminars and workshops as required by the professional association
  - Attending relevant inservices and telemedicine presentations regularly

## 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.**

### **Knowledge:**

- Masters degree in Audiology.
- Certification and membership in the Canadian Association of Speech and Language Pathologist and Audiologists (CASLPA) and/or registration with a provincial licensing body

### **Skills/Abilities:**

- Experience with diagnostic audiology for all ages
- Experience prescribing and fitting digital hearing aids utilizing NOAH software
- Experience in otoacoustic emissions testing (OAE).
- Knowledge of and experience administering and interpreting Auditory Brainstem Response testing (ABR)
- Experience testing electronystagmography (ENG)
- The ability to case-manage and provide comprehensive care to patients of all ages in a manner that is respectful and considerate of their cultural diversities
- Self-reliant and motivated
- Excellent communication skills and the ability to work co-operatively with other members of the health care team
- Excellent computer skills and working knowledge of the Office 2000 programs
- Counselling skills
- Individual and group presentation skills
- Leadership and supervisory skills

## 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.

- Heavy physical effort required during travel clinics when lifting, transferring, and moving equipment.
- May need to work at the computer for extended periods of time
- Standard physical dangers from clients and equipment in a clinical services setting
- Travel in small aircraft is required for community outreach visits
- May be required to share accommodations during duty travel
- Travel within the communities may be by foot, snow mobile, ATV or vehicle in adverse weather conditions. Position requires that the incumbent to be physically mobile

### 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.

- Seasonal low-light levels
- Working in confined or inadequate treatment locations, especially in outlying communities
- Moderate noise levels from equipment, close working proximity to airport
- May require travel in small planes to isolated communities in adverse weather conditions
- Travel within the communities may be by foot, snow mobile or vehicle and may be in adverse weather conditions

### 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 though one or more of the incumbents' senses.

- Routinely meet with individuals and groups whose first language may not be that of the incumbent. It may be necessary to pay close hearing and visual attention for periods of several hours without a break
- Significant use of a computer may require the Incumbent to spend prolonged periods in front of a computer monitor
- Odours or fumes from therapeutic agents
- Requires the use of all 5 senses

**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.**

- Deals with individuals and agencies who may be resistant to, or lacking knowledge of Audiology services and processes
- Planning, assessing and budgeting requires application of considerable mental effort
- Pressure to meet individual and agency needs/deadlines
- Multiple demands and conflicting priorities
- Must pay close attention to detail and concentrate for extended periods of time
- Must work with patients who may be non-compliant or in a state of emotional distress
- Community travel by air over inhospitable country in winter flying conditions
- Periodic trips away from home

**7. CERTIFICATION**

_____ Employee Signature	_____ Supervisor Title
_____ Printed Name	_____ Supervisor Signature Manager - Baffin Region Rehabilitation Services
_____ Date:	_____ Date
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.
_____ Deputy Head Signature	
_____ Date	
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”.**