

**1. IDENTIFICATION**

<b>Position No.</b>	<b>Job Title</b>	<b>Supervisor's Position</b>	
See Appendix	Registered Nurse Inpatient Care	See Appendix	
<b>Department</b>	<b>Division/Region</b>	<b>Community</b>	<b>Location</b>
Health	Inpatient Care	See Appendix	See Appendix
<b>Freebalance Coding:</b>	See Appendix		

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

The Registered Nurse (RN), Inpatient Care, 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 and providing inpatient care.

**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?**

RNs are responsible for quality nursing care within their scope of practice as outlined by the professional licensing body, RNANT/NU.

Using evidenced based practice, RNs, provide competent, independent nursing care while maintaining professional accountability. RNs coordinate by collaborating with other health care team members to ensure patients regain optimal functioning of well-being and quality of life as members of society within an appropriate time frame.

This position directly impacts the delivery of acute care health needs to patients by assessing, planning, implementing and evaluating all services provided to patients within the ambulatory care setting.

The RN must be cognizant of fiscal constraints and have the ability to work within these constraints.

**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.**

All RNs are expected to have a working knowledge of the following areas: Emergency; Maternal and New-born; Paediatric; Psychiatry; Medicine; Surgery; Gerontology; Palliative; Infectious Disease Control and Employee health and wellness.

All patients entering the health care system are assessed initially by the RN to determine appropriateness of required services.

1. Acting as a patient and family advocate, the RN is responsible for providing safe, competent and quality nursing care while maintaining strict confidentiality.
2. When providing total patient care, the RN is responsible to act within the guidelines outlined by RNANT/NU scope of practice, Code of Ethics by the Canadian Nurses Association, NEU collective agreement and Government of Nunavut policies.
3. Required to participate in educational opportunities offered by the Department of Health, the RNANT/NU, and other accredited schools or learning options to receive current information on new trends in nursing and medicine including, but not limited to: diagnostic testing, pharmaceutical advances, equipment updates and evidenced based best practice guidelines for professional development to ensure quality patient care.
4. Responsible for provision of direct nursing care in a cross-cultural setting by applying the nursing process (assessing, planning, implementing and evaluating) for all patients in the system including but not limited to:
  - Triaging and prioritizing all emergency patients and/or situations before physician involvement, including continuous assessment;
  - RNs treat medical emergencies in the absence of a physician (i.e., cardiac arrest, respiratory arrest and anaphylactic shock) for infants, children and adults;
  - Competent advanced labour practices;
  - The entire labour and delivery process including progress of labour. The RN is required to take charge of precipitous deliveries in the absence of physicians, ensuring well-being of the mother and unborn neonate;
  - Fetal monitoring, including interpretation of results;
  - Identifying and acting appropriately with high risk deliveries;
  - Care of mother and new-born immediately following delivery;
  - Promoting breastfeeding;
  - Identifying and dealing with psychiatric crisis;
  - Telephone triaging of crisis situations and implementing appropriate interventions (for example – suicidal and homicidal threats);
  - Providing patients with information regarding their medical condition, obtaining informed consent and appropriate teaching to facilitate return to optimal health and well-being;
  - Continuous evaluation of treatment, diagnostics and medical regimes and adjusting accordingly;
  - Performing independent health assessment and to acting accordingly;
  - Effectively and efficiently performing various nursing skills;
  - Working as a team member in a multi-disciplinary practice including orientation of new staff (nursing and medical students, nurses and physicians an allied health care professionals)
  - Continuous adaptability to fluctuations in the clinical setting (i.e. high physician, nursing and allied health care professional turnover)
  - Accountable for all nursing care provided to patients and families
  - Delegating proficiently to support staff (LPNs, interpreters, security, housekeeping)
  - Updating and adhering to policies and procedures using evidence based best practice guidelines
  - Maintaining professional conduct at all times
  - Conflict resolution involving patients, families and staff
  - Maintaining universal precautions to ensure safety for patients, families and staff
5. Collaboration with other health care team members to ensure patients receives optimal care.
  - Communicating and consulting with other health care professionals
  - Utilization of external services available, including public health, homecare, social services, mental health services, homeless shelters, women's shelter, RCMP, crisis and suicide prevention, critical incident stress debriefing, adult and children's group homes, elder's facility, youth services, medivac services, OSHNI, medical boarding home.

- Participating in total quality management programs (quality assurance, CQI, and risk management) including various hospital committees and working groups.
6. Participates in orientation and development of self and other staff members to ensure consistency of patient/family care
    - Providing orientation to new health care professionals
    - Working closely with nursing students and graduate nurse
    - Providing training opportunities for co-workers including all staff involved in direct patient care
  7. Supervision of support staff and supervision of units in the absence of unit managers.
  8. Performs other duties as required.

**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;
- One year of recent experience in an acute care hospital setting;
- An acceptable combination of education and experience may be considered;
- Current BCLS and annual re-certification is a requirement;
- Obtain and maintain the Nunavut immunization certification (must obtain within 1 month of hire);
- Physically and mentally competent as demonstrated by required medical exam;
- Ability to function in a cross-cultural setting understanding that language translation either written or verbal, may not be available at all times;
- Excellent communication and assessment skills;
- Basic computer skills;
- Possession of one or more of the following would be preferable but not required upon initial hiring: Basic Trauma Life Support (BTLS), Neonatal Resuscitation (NALS), Advanced Cardiovascular Life Support (ACLS), Paediatric Advanced Life Support (PALS), Workplace Hazardous Materials Information System (WHMIS), EKG Interpretation, Non-Violent Crisis Intervention, Critical Incident Stress Debriefing, Cross cultural training, specialized nursing certifications (ER, Maternal Child, Mental Health, and Paediatrics, critical care, and Back Injury Prevention Program);
- Ability to communicate more than one of Nunavut’s official languages is an asset;
- This is a highly sensitive position, Criminal Record and Vulnerable Sector checks are required

**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.**

- Long hours of work (12 hour shifts and sometimes extended due to patient/staffing needs and extreme weather conditions)

- Lifting heavy patients and equipment daily;
- Standing for extended periods of time;
- Maintaining awkward positions during life saving measures;
- Working with hazardous materials;
- Registered Nurses are considered essential services whereby they are required during times of extreme weather;
- Constant exposure to contaminated bodily fluids;
- Maintaining patient safety by decreasing risk of nosocomial infections;
- Frequent exposure to violent and abusive behaviours from patients and families;
- Often required to work alone in an unsafe environment (for example, security routinely leaves the building to perform property checks).

**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.**

- Extreme temperature variances within the building;
- Constant exposure to infectious diseases;
- Constant exposure to illness, death and dying;
- Required to travel in extreme weather conditions to report for duty (essential employees).

**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.**

- Continuous use of all senses to make judgments about patient demands;
- Constant exposure and interpretation of bodily fluids.

**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.**

- Constant exposure to sickness, illness, death and dying;
- Required to perform post-mortem care including collection of specimens, preparation for family viewing and identification of body;
- Required to work long hours in extremely stressful situations;
- Required to be on-call after normal working hours;
- Limited social support for staff;
- Exposure to physical and verbal abuse;
- Constant exposure to the unknown (i.e. – how many, or conditions of patients as they enter the system);

**7. CERTIFICATION**

<p>_____ Employee Signature</p>	<p>_____ Supervisor Title</p>
<p>_____ Printed Name</p>	<p>_____ Supervisor Signature</p>

Date: _____ I certify that I have read and understand the responsibilities assigned to this position.	Date _____ 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”.**

**9. Appendix A – List of Positions and Corresponding Information**

Community	Position	Supervisor	Freebalance Code
Iqaluit	10-04294	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04295	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04310	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04313	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04314	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04315	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04316	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04317	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04319	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04320	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04321	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04324	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04325	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04326	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04327	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-04329	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-07113	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-07614	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-07615	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-09610	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-11974	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-11975	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-11976	10-04311	10649-01-2-235-1000000-01
Iqaluit	10-12197	10-04311	10649-01-2-235-1000000-01

<b>Iqaluit</b>	<b>10-12198</b>	<b>10-04311</b>	<b>10649-01-2-235-1000000-01</b>
<b>Iqaluit</b>	<b>10-13919</b>	<b>10-04311</b>	<b>10649-01-2-235-1000000-01</b>
<b>Iqaluit</b>	<b>10-14026</b>	<b>10-04311</b>	<b>10649-01-2-235-1000000-01</b>