



Job Description

Job Title: Nurse Practitioner – Acquired Brain Injury Program

Job Summary

The Nurse Practitioner (NP) is part of the Waterloo Wellington Acquired Brain Injury (ABI) Support and Coordination Service. The NP works collaboratively with existing health care and other community service providers to deliver services for adults with ABI with significant impairment who are experiencing significant issues or concerns related to the ABI diagnosis. The NP can be the first level of contact for the individual, family and community within the healthcare system and often provides the first element of a continuing care process.

Based on advanced assessment, in-depth knowledge and skills, the NP has autonomy to make independent decisions on client management and within a medical directive framework as indicated to act on those decisions and evaluate client outcomes.

The NP will also provide primary care services as part of the role, serving rostered KDCHC clients one day per week.

Responsibilities

General Duties:

1. Provide support and expertise to primary care providers in the continuum of ABI care including but not limited to primary care, hospitals and community service providers
2. Work closely with all ABI Regional programs, Addictions and Mental Health, CCAC and all other community provider agencies across sectors
3. Work with the WWLHIN ABI System Coordinator to identify gaps and trends, developing linkages with ABI services and other resources
4. Develop as strong utilization program for OTN as a service delivery system

Indirect Client Services:

5. Receive and triage all client referrals from various sources, including but not limited to hospitals, mental health and addictions professionals, physicians and allied health professionals.
6. Determine eligibility for service, if not eligible then refer to other community services.
7. Recommend and facilitate access to necessary services and authorize expenditures for services not otherwise available.
8. Implements health outcome plan and monitor and evaluate progress in collaboration with the team.
9. Implements strategies to promote health and prevent illness and complications.
10. Advocates with or on behalf of the client and family ensuring health needs are met.

Direct Client Services:

11. Collect and obtain additional client information as needed, completing an ABI focused health assessment including health history, physical evaluation and review of existing health documents and assessments.

12. Order and perform screening and diagnostic investigations within the extended nursing scope of practice and interpret the results.
13. Purchasing of specialized ABI services and or diagnostics as required
14. Perform assessment, diagnosis, treatment, health education/counselling and other clinical activities in accordance with the College of Nurses of Ontario standards of practice for Registered Nurses in the Extended Class (NPs) and all relevant provincial legislation and regulations.
15. Diagnoses disorders, injuries and conditions and effectively communicates assessment information and treatment recommendations to clients .
16. Perform assessments in a variety of settings including KDCHC, homes, via satellite or Ontario Telehealth Network (OTN), hospitals, corrections, institutions, Long Term Care Housing (LTCH) or rehabilitation settings
17. Completes various forms for the client such as: Workplace Safety and Insurance Board (WSIB) claims, insurance forms, Ontario Disability Support Program (ODSP) applications, and parking permit applications.
18. Schedule and provide follow-up visits/calls, monitors outcomes and plans, determines need for case conferences and adjusts plan accordingly in collaboration with the team, as needed.
19. Provide direct client and family education, encourage and facilitate client self-care through goal setting, health promotion and illness prevention strategies.
20. Provide primary care services one day per week to rostered KDCHC clients

Team Initiatives:

21. Work in collaboration, when necessary, with a multi-disciplinary team consisting of an Occupational Therapist, Physiotherapist and Social Worker.
22. Work in collaboration and report to the ABI Steering Committee on a pre-determined basis.
23. Coach and mentor healthcare team members in research activities and utilization.
24. Work in collaboration with the Community Health Centre staff team and adhere to policies and procedures of the organization.
25. Participate as an ad hoc member in ABI system meetings as a clinical resource, generally related to specific topics/issues.

Documentation:

26. Maintain accurate and up to date clinical notes in accordance with RN professional standards and KDCHC policy.
27. Perform and complete accurate, legible and timely documentation of health assessments and outcomes.
28. Evaluate results of interventions using validated tools/criteria and revise plans and consults as needed.

General Responsibilities

29. Develop and monitor operating budgets for assigned projects/programs and ensure expenditures remain within budget.
30. As a Student Supervisor, provide orientation, ongoing support, coaching and monitoring in order to meet the requirements of KDCHC and of the educational institution.
31. As a Volunteer Supervisor, provide support, training, monitoring and on-going communication as needed for the volunteer to successfully fulfill their position description.
32. Work during both regular and extended hours (evenings/weekends) and in locations within Kitchener to be determined by KDCHC including various urban and rural settings/environments: community home, long term care homes (LTCH), retirement homes, acute care hospitals
33. Participate in team and staff meetings and other meetings and committee work as appropriate to support both service delivery and organizational goals.
34. Collect, analyze and report on data and relevant information and participate in research as determined by KDCHC.
35. Contribute to the Centre's practices of hiring, orienting and training of staff.
36. Work from a Social Determinants of Health perspective to improve health outcomes for individual clients and/or for the development of community health and well-being, and to reduce health inequities.
37. Work individually and collaboratively in the development and implementation of quality improvement initiatives and activities.

38. Work in a manner that preserves privacy and confidentiality.
39. Work in a manner that ensures client safety and minimizes risk to clients, volunteers and the Centre.
40. Work in a manner consistent with the KDCHC Vision, Mission and Guiding Principles.
41. Work in a manner that demonstrates self-reflection and personal accountability for work performance.
42. Adhere to all KDCHC policies.

Accountability

This position is accountable to the Director of Community Programs & Engagement

Qualifications

1. Baccalaureate Nursing Degree with Extended Class Certification from the College of Nurses of Ontario (CNO)
2. Minimum of three years nursing experience in a community setting.
3. Ability to effectively collaborate and build relationships in the community and with institutions. Experience in Acquired Brain Injury
4. Excellent health assessment skills, sound clinical judgement and diagnostic skills.
5. Experience in program development, implementation, monitoring and evaluation.
6. Proficiency in the use of a personal computer and software programs including Microsoft Office, email and internet.
7. Demonstrated ability to communicate effectively in English, both written and verbally. Second language is an asset.
8. Demonstrated ability to work independently as well as an effective member of an interdisciplinary team.
9. Demonstrated ability to work collaboratively.
10. Ability and willingness to work flexible hours, including evenings/weekends
11. Experience working effectively with culturally and economically diverse populations.

Additional Education/Experience Preferred

12. OBIA (Ontario Brain Injury Association) Level 1 certificate
13. Demonstrated knowledge, skill and experience working with adults with ABI and their caregivers.
14. Demonstrated skill working in a primary care setting.

Approved by: Eric, Goldberg, Executive Director

Date: April 11, 2017
