



# Registered Practical Nurse

## Job Description

Updated November 3, 2022

**Reports To:** Clinical Care Coordinator

### Job Purpose/ Summary

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The Registered Practical Nurse, under the direction of the Clinical Care Coordinator, will primarily be responsible to collaborate with members of an interdisciplinary team to plan, implement, coordinate, and evaluate resident care and support in consultation with individuals and their families. This position will respect and protect the rights of residents, including but not limited to their right to independence, autonomy, and self-determination; their right to choose and practice individual values, beliefs, religion, and culture; their right to privacy and dignity. This role will also use effective interpersonal skills to communicate complex and sensitive information.

The Registered Practical Nurse will work in collaboration with the interdisciplinary team. They will provide care and be part of the care delivery team along with the Registered Nurse (RN), Personal Support Worker (PSW), and any volunteers assigned to the Resident and Family Care (RFC) area.

The Registered Practical Nurse will complete admission assessments and care planning across the domains of physical and psychosocial care, lead and provide resident care, use critical thinking skills to recognize when to use validated assessment tools.

### Primary Duties and Responsibilities

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- Plans individualized appropriate care for residents through assessment and consultation with the resident, and/or substitute decision maker as appropriate regarding needs, wishes and preferences for care.
- Provides competent, evidence-based clinical care that respects resident's autonomy using critical thinking skills.
- Recognizes the importance of maintaining a home-like environment.
- Serves a lead role for the duration of the shift, including constant collaborative prioritization and division of resident care amongst team members to align scope of practices as the resident needs change.

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- Engages in interdisciplinary consultation with external care partners as necessary to provide resident centered, evidence-based care.
- Demonstrated expertise with pain and symptom assessment and management in residents receiving palliative care.
- Use effective interpersonal skills to communicate complex and sensitive information.
- Consults with the resident, and/or the substitute decision maker and/or family members as appropriate, regarding needs, wishes and preferences for care including sharing knowledge as appropriate to assist them in determining health care needs and making informed decisions. Contributes to the assessment, development and ongoing review of the resident care plan and implementation of the plan.
- Identifies opportunities for resident participation in decisions that affect the residents' rights and lifestyle and assists staff in encouraging the resident's participation in the decision-making process.
- Administers medication appropriately including participating in the following: narcotic control, management of medications, application of treatments and dressings, transcription of Physician orders, and other skills as required.
- Participates in mandatory education/training in-services for skill development and updates on new/or relevant information on best practices.
- Monitors resident's progress, keeping records, charts, reports etc. up to date.
- Maintains a work area that is clean and professional. Ensures that proper tools and equipment are available and in good working order.
- Protects the health and safety of others by adopting safe work practices and reporting unsafe conditions immediately.

## **Organizational Responsibilities**

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Supports the team-based culture of Hospice where everyone steps up to support residents, families and the operation of the Hospice Residence including participating in:

- Initiatives to support and improve hospice care in our organization and in the sector. Including but not limited to health and safety, risk management, evaluation, and quality assurance.
- Health and safety training, including WHIMIS, and applies this knowledge in the workplace.
- Collaboration with volunteers in the workplace.
- Completion of administrative reports.
- Annual Performance Appraisals.
- Fulfilment of all responsibilities in accordance with the by-laws, policies and procedure and standards to Residential Hospice Grey Bruce.
- Care with a willingness to accept other duties as required/and if time permits re:
  - Cleaning of RFC environment including resident rooms, nursing hub, clean and dirty utility rooms, equipment room, nursing hub, hallways, Family Room,
  - Quiet Room, Children's Room, visitor bathrooms after hours and on weekends.
  - Laundry – including all tasks involved in the preparation and operation of the laundry for the facility including resident items.

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## Key Competencies

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**Competence** – Demonstrates and maintains competence and standards of care in relation to knowledge (both a broad base knowledge and an in depth knowledge base in palliative care), critical thinking and technical skills striving to improve the quality of his/her dimension of practice as per the CNO and Hospice Palliative Care Ontario reflective practices.

**Attributes of Professional Nursing Practice** – Works in partnership with other nurses and health care professionals in providing holistic resident-centered care, being highly organized in managing activities and time, have the ability to adapt, respond and manage many complex tasks simultaneously, working autonomously as appropriate and having an open mind and non-judgmental manner. Shows concern and empathy in a supportive manner in both written and verbal communication to colleagues, residents, and families.

**Ethics** – Understands, upholds, and promotes the ethical standards of the profession. Is caring and ethical in interactions with residents, families, and colleagues. Supports an inclusive environment that is culturally sensitive and assuring that privacy and confidentiality and dignity are maintained. Respects the privacy of their residents and families and only collects, uses, accesses, discloses, and stores the minimum amount of information to provide safe and competent care.

**Personal Commitment** – Has confidence in one's abilities, and takes responsibility for one's actions, including having a sound understanding of the boundaries and limitations of nursing practice. Works in compliance with all applicable health and safety legislation and established Policies and Procedures. Participates in the development of Hospice Palliative Care Policies and Procedures.

## Qualifications

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### Education

- Registered Practical Nurse (diploma) with a demonstrated commitment to continuous learning.
- Registered Practical Nurse in good standing with the College of Nurses Ontario.
- Completed palliative education. For example, CAPCE, Fundamentals of Palliative Care, CAPCE, LEAP or equivalent educational courses.

### Experience

- Three to five years demonstrated experience providing hospice palliative care in community, hospital, or appropriate long-term care setting.

### Knowledge, Skills, and Abilities

- Ability to function in a collaborative leadership role embodying the organizational mission, vision, and commitments to residents and their families.
- Able to demonstrate a resident approach to care and the ability to work with families.
- Ability to maintain positive professional boundaries without imposing personal judgements.
- Ability to effectively communicate both verbally and in writing.
- Ability to work individually as well as part of a team.
- Skills in resident assessment, planning, communicating with physicians and other allied health professionals.

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- Demonstrated knowledge base of good body ergonomics and safe use of resident lifts and transfer devices.
- Demonstrated knowledge base with pain and symptom assessment and management.
- Experience collaborating with unregulated health providers and volunteers in a team environment.

## Working Conditions

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- Fast-paced, highly detailed environment.
- Exposure to infectious waste or illness.
- Ability to work 12 hours shifts including both day and night shifts.
- Occasional overtime.
- Work continuously with an interdisciplinary team, residents, and families.
- Physical ability and stamina to provide personal and clinical care to residents throughout a 12 hours shift.
- Ability to: grip, walk, sit, stand, reach, stoop, kneel, crouch, push or pull, regularly lift or move up to 25 lbs, use of fine hand motor movements.

## Key Relationships and Interactions

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### Internal

- Palliative Physicians/Primary Care Physicians
- Spiritual Advisor
- Manager – Resident and Family Care
- Clinical Care Coordinator
- Residence Team (Registered Nurses, Registered Practical Nurses, Personal Support Workers)
- Volunteers

### External

- Residents, potential residents, and families
- Other Health and Community Services – SW – LHIN, SW
- Ambassador for Residential Hospice Grey Bruce

## Commitment to Health & Safety:

All employees must personally comply with, assume appropriate Internal Responsibility Systems, and compliance with all health and safety practices, standard operating procedures and the Occupational Health and Safety Act and Regulations. This includes completion of designated Health and Safety training.

## JOB DETAILS:

**Hours of Work:** This is a full-time or part time position, with 12 hour shifts. Rotational weekend and evening work will be required.

**Overtime:** Applies

**Driver's License:** Not Required

**Class:** None

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