



Job Description	
Title	Registered Practical Nurse (RPN)*
Reports to	Coordinator, Clinical Services
Position Type	Casual
Location	Napanee
Start Date	Immediately
Salary	\$25.73 – \$30.27 per hour

Position Summary

Working as part of an interdisciplinary team to support overall health and wellness of clients, the RPN delivers professional clinical services in a primary care setting.

Key Responsibilities	Detailed Responsibilities
Clinical Nursing	• Provide primary health care to clients of the centre as guided by the College of Nurses of Ontario. • Provide telephone triage and client follow-up as needed. • Perform nursing process through assessment, diagnosis, planning, intervention and evaluation. • Provide nursing support to providers in selected procedures when needed • Provide basic laboratory and phlebotomy procedures and treatment services (e.g., urine tests, glucometer readings, dressings, injections, immunizations, allergy treatments, etc.). • Provide client screening and health education within scope of practice. • Work with other staff to support a successful and seamless client experience. • Order and maintain medical supplies, laboratory supplies and immunizations as needed. • Contribute to and support quality improvement initiatives. • Ensure infection control and occupational health and safety standards are followed in practice. • Other duties as assigned within RPN scope of practice.
Community Nursing	• Provide client screening, health education, and care to clients within scope of practice in a manner which emphasizes health promotion and client education, particularly around chronic disease prevention and management and sexual health. • Provide smoking cessation treatment using the Smoking Treatment for Ontario Patients (STOP) Program. • Act as a health advocate for clients.



	• Work collaboratively with community partners and public health to offer services throughout Greater Napanee (e.g., Deseronto clinic, schools, etc.). • Participate in the planning, development, implementation, monitoring and evaluation of health promotion initiatives on a program and client basis • Work with community groups and agencies to advocate for and promote healthy choices and initiatives in the CHC's catchment area. • Contribute to efforts to secure and maximize resources for current and new programs, services and activities related to community health. • Distribute and stock harm reduction supplies, including assembly of kits, and educate people about the use of supplies.
Administrative Duties	• Responsible for ordering and maintaining medical, program or laboratory supplies, including supplies for the harm reduction program. • Participate in meetings and other administrative activities which support the overall functioning of the team. • Participate in chart reviews and case conferences. • Contribute to chart documentation (including Electronic Health Records), by documenting symptoms and conditions, nursing interventions and referrals and recommendations for ongoing treatment.
Support Client Needs	• Works during both regular and extended hours in locations identified by KCHC. • On occasion, performing other temporary duties may be required.

Organizational Responsibilities

- Promotes and demonstrates through example the mission, values, and culture of KCHC
- Complies with all relevant legislation and KCHC policies, including privacy laws
- Supports consistent application and development of KCHC policies and procedures
- Supports KCHC's student and volunteer placement programs
- Promotes awareness of and participation in KCHC activities
- Demonstrated commitment to continuous learning and quality improvement

Basic Education and Experience Requirements

- Registered Practical Nurse, in good standing with the College of Nurses of Ontario
- Three plus years nursing experience in a community setting or combination of community and hospital/public health settings; experience in primary care settings an asset; demonstrated ability to work under Medical Directives.
- Experience and understanding of marginalized communities and health needs
- Current Immunizations

Competencies

Organizational Competencies: Accountability, Client Focus, Collaboration, Continuous Learning

Position Competencies: Communications, Time management, Attention to detail, Knowledge/professional/technical expertise, Teamwork, Relationship Building, Problem Solving, Facilitating Groups



Other Requirements

- Experience in program development, implementation, monitoring and evaluation, an asset
- Proficiency in the use of computers and relevant software applications including Electronic Health Records (e.g., Nightingale On Demand)
- STOP smoking cessation training an asset
- Excellent interpersonal skills, and a commitment to being a “team player” in an interdisciplinary team setting
- Excellent oral and written communication skills.
- Experience facilitating groups an asset
- Excellent organizational skills and above average attention to detail
- Valid Driver’s License, valid insurance coverage, and access to vehicle
- Ability to work flexible hours and occasional evenings
- Ability to meet the physical demands of the position
- Current certificate in CPR and First Aid
- Current and satisfactory Criminal and Vulnerable Persons Check
- French language is an asset
- Knowledge of Trauma Informed Care is an asset
- Knowledge of harm reduction supplies and working with equity seeking client is an asset

Application Instructions

- Please include a cover letter clearly outlining how your skills and experiences correspond with the specific job qualifications along with your resume.
- Save all documents as a single PDF file using your own name (Last, First).
- Email to hr@kchc.ca citing reference “**2024-09-KCHC**” in the subject line.
- Applications must be submitted to Human Resources by **Sunday, March 31, 2024.**

As a registered professional, to abide by and be accountable to the ethics and standards set out by the relevant regulatory body of the profession.

All KCHC staff have a duty to understand and follow KCHC policies, uphold high ethical and professional standards, and maintain confidentiality and privacy, using tact and good judgment in all dealings with other staff and clients.

KCHC is an equal opportunity employer, respecting and embracing the needs and diversity of our employees. If you require an accommodation to fully participate in the hiring process, please notify Human Resources.

KCHC is a proud Living Wage employer!

Kingston Community Health Centres, 263 Weller Ave. Kingston ON, K7K 2V4

www.KCHC.ca