



Job Description

Position Title: Registered Practical Nurse

Scope of Practice:

The practice of nursing is the promotion of health and the assessment of, the provision of, care for, and the treatment of, health conditions by supportive, preventive, therapeutic, palliative and rehabilitative means in order to attain or maintain optimal function. The nurse shall follow the 13 controlled acts as stated by the College of Nurses of Ontario. (Nursing Act, 1991)

The Registered Practical Nurse (RPN) shall, through the nursing process, determine and provide the professional care needed by the patients. She/he will participate in an interdisciplinary team providing leadership for the PSW, and the Hospice Volunteers. In addition the RPN will liaise with the physician and other Health Care workers to develop and maintain a client centered, goal oriented plan of care.

Duties and Responsibilities:

Assume responsibility for all aspects of patient care in accordance with the Regulated Health Care Professionals Act and the College of Nurses.

Assessment:

- Assesses for pain and symptom management on an ongoing basis, and administration of medications. Collaborates with the rest of the Care Team, in provision of patient care, and participates in team rounds and report.
- Recognizes, assesses and responds to patient health status changes in accordance with Hospice philosophy, and reports instability to the RN/DOC in charge.
- Assists and participates actively in patient Care Planning. Seeks consultation with team members as appropriate and as it relates to the patient. Consults with the patient, family members, and/or the substitute decision maker regarding needs, wishes, and preferences for care. Consults with Ontario Health@Home for additional services as required for patient's care.

Implementation:

- Implements medical interventions such as: pharmacy services, medical supplies, and equipment as ordered by the physician. Provides leadership to PSWs and volunteers, administers

medication and treatments as required/ordered. Documents accurately and in a timely manner according to College of Nurses Standards. Assists with ordering supplies according to patient needs and in collaboration with Ontario Health@Home. Monitors and assumes responsibility for maintaining a safe and healthy environment, and reporting any unsafe areas or situations to the Director of Care.

Evaluation:

- Reviews, evaluates, and or revises the Patient Care Plan daily. In coordination with the RN, checking the Medication Administration Record daily for accuracy. Reports medication errors to Director of Care and completes an Occurrence report according to Hospice Policy. Confers with patients and/or family regarding their satisfaction with the Care Plan. Assists with the writing of Hospice policies and procedures. Completes an annual evaluation of self-performance including identification of learning needs and goals. Other duties as assigned.

Physical Demands:

- The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job the employee is regularly required to stand, walk, reach with hands and arms, stoop, kneel, or crouch, push or pull. The employee must regularly lift and/or move up to 25 pounds.

Knowledge:

- Each nurse possesses and continually acquires knowledge relevant to the professional service (hospice palliative care) she/he provides. Participates in in-services. Attends workshops/seminars. Enrolls in post-diploma programs related to palliative care. Has knowledge of the Hospice policies and procedures. Demonstrates leadership to other staff accountable to them. Identifies learning needs through Performance Appraisals. Provides health education to co-workers to improve care.

Ethics:

- Each nurse understands, upholds and promotes the ethical standards of the profession. Evaluates/ updates patient care plan involving the patient and/or SDM. Provides care assuring privacy and confidentiality is maintained. Provides hospice palliative care with the philosophy of assuring the dignity of the patient. Participates in the development of Hospice Palliative Care Policies and Procedures.

Application of Knowledge:

- Each nurse continually strives to improve the application of professional knowledge. Keeps families aware of changes in patient's condition. Completes patient care plan using scientific knowledge based practice. Ongoing re-evaluation of patient care profile. Identifies and reports

unsafe and questionable nursing practice. Documents according to the standards of the College of Nurses of Ontario utilizing Meditech or paper charting as necessary.

Professional Development & Continued Competence:

- Each nurse maintains competence while striving to improve the quality of her/his dimension of practice. Participates in workshops & in-services while striving to improve the quality of his/her dimension of practice. Participates in workshops and in-services both internal and external to the hospice. Completes job functions in a safe and effective manner and reports any discrepancies to the Director of Care.
- Hospice Palliative Care is a highly specialized area of Nursing, as such mandatory Courses include a) Fundamentals in Hospice Palliative Care, b) Essential Pain Management, c) LEAP Core Training and d) Serious Illness Conversations. Recommended Courses include e) Advanced Palliative Practice Skills and f) Comprehensive Advanced Palliative Care Education (CAPCE). Each team member will be expected to systematically work towards achieving the mandatory educational requirements to promote clinical excellence.

Staff Relations:

- Reports to the Director of Care & Medical Director
- Works closely with Supportive Care Lead, clinical team, program staff, administration, and volunteers.

Availability

- Regular shifts are D12 07-1900hrs and N12 1900-0700hrs, 365 days a year
- Must be available for both Day and Night shifts; AND
- Must be available for a minimum of 24 hours per month; AND
- Must be available for 1 x 12 hour shift on a Weekend each month, a weekend is considered to include Friday N12, Saturday D12/N12, Sunday D12/N12; AND
- Must be available for at least 1 x 12 hour shift during the Prime Holiday Period – December 24th, December 25th, December 26th, December 31st, and January 1st; AND
- Endeavor to pick up last minute shift needs when possible; AND
- Work a sufficient number of shifts to maintain competency in Hospice Palliative Care Standards of Practice