

1. IDENTIFICATION

Position No. 10-10474	Job Title Registered Psychiatric Nurse	Supervisor’s Position Manager Mental Health and Wellness Program
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Department H&SS	Division/Region Mental Health & Wellness Program	Community Igloolik and Hall Beach	Location Igloolik
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Freebalance Coding: 10280/01/2/230/1000000/01
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2. PURPOSE

<p>Main reason why the position exists, within what context and what the overall end result is.</p> <p>This position provides services for the mentally ill in conjunction with consultative and referral services for professional medical staff and multidisciplinary team. This position also provides community based outreach support services in order to ensure compliance with treatment, safety of the community and full utilization of existing resources.</p>
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3. SCOPE

<p>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?</p> <p>This position requires implementation of the nursing process to provide mental health services to clients, families, groups and communities through use of a holistic model. The psychiatric nurse is part of a multi-disciplinary team that integrates services with various community resources.</p>
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4. RESPONSIBILITIES

<p>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 <i>why</i> the duties of the position are being performed. For a supervisory or management position, indicate the subordinate position(s) through which objectives are accomplished.</p>

To provide mental health nursing services to clients, families, groups, and communities as follows:

Assessments

Identification of strengths and weaknesses

Identification of persons at risk of harm to self and/or others

Planning care

Collaborating with all team members (i.e. clients, families, community agencies) to plan and delivery service.

Counselling

Client Advocacy

Consultation

Liaison with other members of the health multi-disciplinary team and community agencies

Prioritizing services

Evaluation of client treatment plans and community programs

Facilitating appropriate client transfers to southern referral centres and back

To provide an advocacy and mediation avenue to increase the standard of living people with mental illness and to promote independent living by:

Identifying prospective landlords and employers

Mediating disputes

Assisting clients in accessing recreational and educational pursuits

Voicing client concerns to physicians

Helping to improve communication and relationships between client and family

Providing coaching concerning life skills to promote independent living, to prevent family break-up and to prevent victimization of the mentally ill by:

Assisting clients with daily tasks, e.g., compliance with medication

Education to clients regarding activities of daily living

Consulting and collaborating with other agencies and professionals to make better use of the existing resources, to prevent the spread of infectious disease and to bridge the gap between medical and social programs thereby enabling agencies to work cooperatively together.

These agencies and professionals will include (but not be considered all inclusive):

Royal Canadian Mounted Police

Correctional Services

Mental Health Associations

Physicians

The Centre for Addition and Mental health, Ontario

Homeless Shelter in Iqaluit

Women's Shelters

Community service and volunteer groups

The quantitative measure to assess services provided include:

The number of mentally ill clients on the caseload

The number of homeless mentally ill

The number of criminal charges against the mentally ill and against others relating to violence toward the mentally ill

The rate of compliance with treatment and medication

The number of days hospital beds are utilized for mentally disturbed persons

Performing an administrative function to ensure optimal utilization of existing resources by:

Providing case management services to the client caseload

Preparing reports

Maintaining statistics

Provides professional nursing care to clients, individuals, families, groups or community, in accordance with departmental policies and procedures by:

Applying the Nursing Process (assessment, planning, implementation, evaluation) to assist in the process to achieve and maintain optimum mental health, to alleviate suffering and to promote mental health.

Providing care to inpatient mental health clients

Performing psychiatric nursing functions according to established policies and procedures

Providing non-emergency and emergency mental health treatment services

Making decisions regarding client management including crisis management

Initiating and conducting client/family conferences with nursing/social work/medical and/or other health care providers

Participating in the delivery of community mental health services to communities if applicable to ensure communication of discharge and treatment information to respective care givers

Providing easily accessible mental health services

Identifying and utilizing available support agencies and resource people.

Arranging for safe client transport in consultation as required; acting as medical escort when required

May administer pharmaceuticals in accordance with established regulations, policies, practices and safety procedures

Maintaining confidentiality of all client related information

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 behaviours 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.

A Working Knowledge of the Mental Health Act and Regulations as well as:

Knowledge of:

- Family dynamics and child development issues
- Dynamics of mental health including the processes of diagnosing and treatment
- Short-term and long-term effects of sexual abuse
- Social work practice and ethics
- Child Welfare Legislation
- Protocols as used by the RCMP
- The criminal justice system
- Community resources
- Current clinical interventions and treatments
- Consultation processes
- Critical Incident Stress Management
- Inuit culture and tradition

Skills:

- Assessment (various techniques for mental status and life skill proficiency) skills
- Excellent verbal and written communication skills
- Time management skills

Assessment and participation in the treatment of:

- Anger Management
- Suicide Risk Assessment – harm to self and/or others
- Trauma and abuse
- Post-Traumatic Stress Disorder (PTSD)
- Grief and Loss
- FASD
- Axis I and II mental illnesses
- Addictions
- Stress Management

Abilities:

- Establish appropriate boundaries
- Analyzing complex situations
- Ability to suspend judgement of certain types of behaviour while at the same time creating

rapport with clients
 To cope with and manage stress in crisis situations
 Ability to speak Inuktitut would be a definite asset
 Basic computer skills
 Ability to multi-task and prioritize

Professional Qualifications:

Registered Psychiatric Nurse or Registered Nurse with Certification in Mental Health .
 Minimum five years psychiatric nursing experience
 CPR Certification
 Registration with a Professional Governing Body acceptable to the Government of Nunavut

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.

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.

The incumbent is exposed on a daily basis to unpredictable situations involving potentially aggressive and violent clients

Sensory Demands

Indicate the nature of demands on the jobholder's senses. These demands can be in the form of making judgements 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.

The incumbent is required to have, and to use constantly, well developed sensory acuity and powers of observation to detect subtle mental or physical changes in a client, or heightened anxiety.

This position requires intensive concentration on a regular basis in order to understand incoherent clients. This requires listening for verbal cues and observing and interpreting non-verbal communication.

Mental Demands

<p>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.</p> <p>Dealing with very long term and extreme traumas that clients present with, such as sexual abuse from infancy to adulthood, multiple traumas, multiple losses, traumatic cultural issues such as relocations, residential schools etc.</p> <p>Conflicting demands heightened by extremely confidential issues and ethical dilemmas</p> <p>Demands of prioritizing clients and responsibilities</p> <p>Providing and being examined on expert testimony in court</p> <p>Emotionally draining nature of clients' disclosures</p>

7. CERTIFICATION

<p>_____</p> <p>Employee Signature</p>	<p>_____</p> <p>Supervisor Title</p>
<p>_____</p> <p>Printed Name</p>	<p>_____</p> <p>Supervisor Signature</p>
<p>_____</p> <p>Date:</p>	<p>_____</p> <p>Date</p>
<p>I certify that I have read and understand the responsibilities assigned to this position.</p>	<p>I certify that this job description is an accurate description of the responsibilities assigned to the position.</p>
<p>_____</p> <p>Deputy Head Signature</p>	
<p>_____</p> <p>Date</p>	
<p>I approve the delegation of the responsibilities outlined herein within the context of the attached organizational structure.</p>	

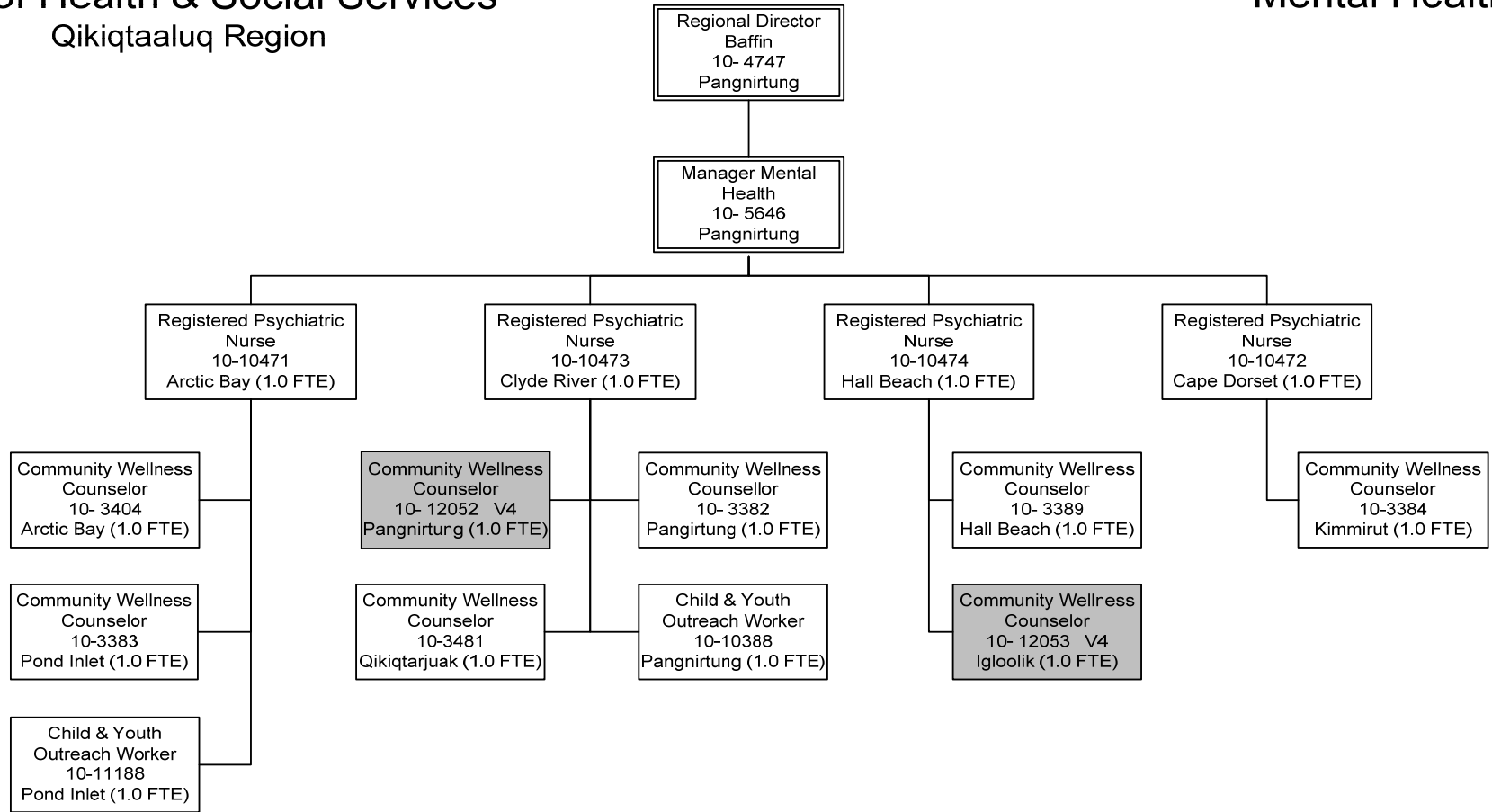
8. ORGANIZATION CHART

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”.

Dept. of Health & Social Services
Qikiqtaaluk Region

Mental Health



Full time equivalent (FTE) funded	12
Vote 4/5 funded	2
Deputy Minister	September 2009

Vote 4 funded