

Foreword

The Community Health Nursing Manual is a living document and will be undergoing continual review and revisions. The Department of Health (Health) has released The Roadmap to Strengthen the Nunavut Nursing Workforce which highlights the strategic measures aimed at developing a competent, sufficient, stable, appropriate, and well-supported nursing workforce. Under the strategic pillar of Professional Practice Environment; creating a positive, safe, and healthy workforce would be accomplished by ensuring the nursing manual is kept up to date and is well communicated to staff in community health centres.

This policy manual supports Community Health Nurses (CHNs) who are registered nurses working in an expanded role that authorises CHNs to perform specified duties through policies, clinical guidelines, protocols, and directives (PCGPD) in addition to the First Nation Inuit Health Branch (FNIHB) Guidelines. The manual is also being updated to include guidance to Nurse Practitioners, Licensed Practical Nurses, Public Health Nurses, Registered Psychiatric Nurses and Paramedics working within Community Health Centres (CHCs).

New policies will be introduced to support the implementation of new models of care. Health has been responsive to emerging issues such as the COVID-19 Pandemic by enabling teams to work to their full scope and by introducing new care models that better meet the changing needs of communities. As such, new policies have been developed and continue to be developed to ensure staff are supported through these changes and healthcare excellence can be maintained.

The CHN Manual is a living document and will be updated on an ongoing basis led by the Policy Development Team under the direction of the Chief Nursing Office. The policy development team engages with key stakeholders and content experts to create new or revise existing PCPGPDs. All PCPGPDs go through a standard approval process which includes review, endorsement, or approval from at least one of the following committees: The Nursing Leadership Advisory Committee, Medical Advisory Committee, Executive Management Committee, Joint Executive Committee, Pharmacy and Therapeutics Committee, Pediatric Advisory Committee, Diagnostic Advisory Committee, and the Territorial Procurement Committee.

In cases where there is a change to practice or the introduction of new PCPGPDs, education and support will be offered to nurses across the territory by the Clinical Nurse Education Team. As policies are updated, they will be released via email, and will additionally be posted on Microsoft Teams: Nunavut Nurses Education (NNE) Team in the policy channel. It is the individual nurse's responsibility to refer to the CHN Manual that is available on the GN website for the most up to date policy versions:

<https://www.gov.nu.ca/health/information/manuals-guidelines>

NNE Link to Policy Channel

<https://teams.microsoft.com/l/channel/19%3a4d536fb7d56248dab73f961d9abac139%40thread.tacv2/Policy?groupId=c0bf5f10-a8ad-419d-b7fd-146ab80cef99&tenantId=72ebbe77-7a80-49bd-8767-a19d08ab746c>

Thank you for your continuous support and dedication to your profession

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Nursing Leadership Advisory Committee Members
Medical Advisory Committee Members
Executive Management Committee
Joint Executive Committee
Pharmacy and Therapeutics Committee Members
Pediatric Advisory Committee
Diagnostic Advisory Committee
Territorial Procurement Committee

Organization of Manual

The policies and guidelines in this manual are organized into the following categories:

Section 1: Introduction

Section 2: Organization

Section 3: Definitions and Abbreviations

Section 4: Standards

Section 5: Administration

Section 6: Communication

Section 7: Nursing Practice

Section 8: Diagnostics

Section 9: Pharmacy

Section 10: Infection Control

Section 11: Clinical Procedures

Section 12: COVID-19

Each entry is identified with the following numerical format:

Section – Policy Number – Policy Name

NOTE TO THE READER:

- For the purpose of this manual, the term “Nurse” and “Registered Nurse” shall refer to all nurses who are working in the positions of Community Health Nurse and Supervisor of Health Programs, unless otherwise stated.
- Appendices include Guidelines, Reference Sheets, Procedures, and Templates
- As policies are being updated appendices are embedded within the policy and will not be identified in the table of contents.

Section 1: Introduction

- ❖ Acknowledgement of Contributors
- ❖ Organization of Manual
- ❖ Table of Contents

COVID-19

Policy Number	Policy Name
07-033-00	COVID-19 Nursing Assessment & Advice Protocol
07-034-00	COVID-19 Laboratory Testing Authority
07-037-00	Community Health Centre ProtectedCode Blue During the COVID-19 Pandemic
07-038-00	Transfer of Person Requiring Medical Care from water vessel to shore within Nunavut during COVID-19 Pandemic
07-040-00	COVID-19 Allied Health Provider Notification of Results
07-042-00	Establishing the Plan of Care for High Risk COVID-19 Clients
10-003-06	Aerosol Generating Medical Procedures in Patients with known or suspected COVID-19

Section 2: Organization

Policy Number	Policy Name
02-001-00	Philosophy of Nursing
02-002-00	Core Community Health Nursing Programs
02-003-00	Structural Objectives and Indicators

Section 3: Definitions and Abbreviations

Policy Number	Policy Name
03-001-00	Reference Sheet: Definition of Terms
03-002-00	Reference Sheet: Common Government of Nunavut Acronyms
03-003-00	Reference Sheet: Common Abbreviations

Section 4: Standards

Policy Number	Policy Name
04-001-00	Standards for Nursing Administration Practice
04-001-01	Standards of Practice for Nursing Administration
04-002-00	Standards for Monitoring & Evaluating Community Health Nursing
04-004-00	Health Centre Documentation Audit

Section 5: Administration

Policy Number	Policy Name
05-001-00	Nursing Policy Manual Maintenance
05-001-01	Nursing Policy Manual Maintenance guidelines
05-001-02	Nursing Policy Change Request Form
05-001-03	Nursing Policy Development
05-001-04	Archiving Nursing Policies and Guidelines
05-005-00	Critical Incident Stress Management
05-005-01	Critical Incident Stress Management Guidelines
05-006-00	Nursing Practice – Employer Responsibilities
05-007-00	Nursing Practice – Employee Responsibilities
05-008-00	Nursing Practice – Additional Nursing Function
05-008-01	Developing Policy for Additional Nursing Functions
05-008-02	Performing Additional Nursing Functions
05-008-03	Decision-Making Model for Performing Additional Nursing Functions
05-009-00	Transferred Functions
05-010-00	Competency for Transferred Functions
05-011-00	Reduction of Core Community Health Nursing Services
05-013-00	Orientation
05-014-00	Reference Materials
05-014-01	Approved Reference List
05-014-02	Pharmacy Resources
05-015-00	Statutes and Legislation
05-015-01	Statutes and Legislation Reference Sheet
05-016-00	Provision of Care in Emergency Situations
05-017-00	Equipment Management System
05-018-00	Standard Emergency Equipment
05-019-00	Equipment – Basic Nursing
05-019-01	Basic Nursing Equipment
05-020-00	Equipment – Advanced Nursing
05-020-01	Advanced Nursing Equipment
05-021-00	Occupational Health and Safety
05-021-01	Occupational Health and Safety Program
05-022-00	Smoke Free Workplace
05-023-00	Treating Immediate Family Members
05-024-00	Clients in Police Custody
05-024-01	Provision of Care to Clients in Police Custody
05-025-00	Gifts
05-025-01	Guidelines for Accepting Gifts
05-026-00	Loss or Theft of Property
05-027-00	Contacting Clients through Local Radio
05-028-00	Scent-Free Workplace
05-029-00	Violence in the Workplace
05-030-00	Motor Vehicles
05-031-00	Fire Response and Evacuation
05-032-00	Compressed Gas
05-033-00	Managing Nursing Practice and Professional Conduct
05-034-00	Client Safety Events – Incident Reporting and Immediate Management
05-035-00	Client Safety Disclosure Policy
05-036-00	Client Safety Event-Screening for and Conducting Incident Analysis

Section 6: Communication

Policy Number	Policy Name
06-001-00	Confidentiality
06-001-01	Confidentiality Guidelines
06-002-00	Transmission of Health Information by Facsimile
06-002-01	Guidelines for Transmitting Information by Facsimile
06-003-00	Release of Information
06-003-01	Guidelines for the Release of Information
06-004-00	Intra-Departmental Release of Information
06-004-01	Intra-Department Guidelines for the Release of Information
06-005-00	RCMP Investigations
06-005-01	Guidelines for RCMP investigations
06-005-02	Law Enforcement Disclosure Form
06-005-03	Letter to RCMP to Disclose Client Information
06-006-00	Health Records Management
06-007-00	Health Record Control
06-008-00	Documentation Standards
06-008-01	Documentation Standard Guidelines
06-009-00	Documentation Format
06-009-01	SOAP Documentation Guidelines
06-010-00	Date and Time Sequence
06-018-00	Call Record and On-Call Physician Consultation
06-011-00	Email Consultation
06-012-00	Forms Management
06-013-00	Interpreter Services
06-013-01	Interpreter Services
06-013-02	Strategies for working with Interpreters
06-014-00	Telephone Communication
06-014-01	Telephone Communication for Receptionists and Clerk Interpreters
06-014-02	Front Desk Triage
06-015-00	Missed or cancelled appointments
06-015-01	Guidelines for handling missed or cancelled appointments
06-016-00	Child Welfare
06-016-01	Reporting Child Welfare Concerns
06-017-00	Morning Report
06-018-00	Call Record and On-Call Physician Consultation Procedure

Section 7: Nursing Practice

Policy Number	Policy Name
07-001-00	Community Health Nursing
07-002-00	Basic Nursing Procedures
07-003-00	Nursing Skills Certification
07-003-01	Skills Recommended for Certification
07-004-00	Chief Medical Officer of Health
07-005-00	Nunavut Immunization Certification
07-009-00	Unregulated healthcare workers – Employer Responsibilities
07-010-00	Unregulated healthcare workers – Nurse's Responsibilities
07-012-00	Certification of Death
07-013-00	Pronouncing Death
07-014-00	Reporting a Death to the Coroner

Policy Number	Policy Name
07-014-01	Coroner's Forms
07-015-00	Stillbirth
07-016-00	Advance Directives
07-016-01	Nunavut Care Level Planning
07-017-00	Do Not Resuscitate Order
07-018-00	Client Identification for Clinical Care
07-019-00	Transfer of Care between Colleagues
07-020-00	Conscious Sedation
07-020-01	Conscious Sedation guidelines
07-020-02	Sedation – Physical Status Classification
07-020-03	Conscious Sedation Record
07-021-00	Restraints
07-022-00	Clients on Continuous Observation
07-022-01	Provision of Care for Clients on Continuous Observation
07-022-02	Provision of Care for Clients on Continuous Observation–Unregulated Healthcare Workers
07-023-00	Non-urgent Evacuation of Obstetrical Clients
07-024-00	Home Visits - Planned
07-025-00	Home Visits – Unplanned and Urgent
07-026-00	Emergency Land Medivacs
07-026-01	Guidelines for Emergency Land Medivacs
07-027-00	Certificates of Illness
07-028-00	LPN Medical Directive: TB Program
07-029-00	Infant-Telephone Triage and Infant Assessment (Age 0-12 Months)
07-030-00	Pediatric and Adult Telephone Triage
07-031-00	CHN Expanded Role: Diagnosing, initiating lab and x-ray tests and initiating drug treatment
07-032-00	Testing, Diagnosing, and Treating Syphilis Infections for Public Health Nurses and Community Health Nurses
07-033-00	COVID-19 Nursing Assessment & Advice Protocol
07-034-00	COVID-19 Laboratory Testing Authority
07-035-00	Escalation of Medical Care
07-037-00	Community Health Centre Protected Code Blue During the COVID-19 Pandemic
07-038-00	Transfer of Person Requiring Medical Care from water vessel to shore within Nunavut during COVID-19 Pandemic
07-039-00	Informed refusal of Treatment
07-040-00	COVID-19 Allied Health Provider Notification of Results
07-041-00	Primary Care and Advanced Care Paramedic Medical Directive
07-042-00	Establishing the Plan of Care for High-Risk COVID-19 Patients
07-043-00	Nurse Practitioner Consultation Process
07-044-00	Risk Assessment During Pregnancy
07-04500	Febrile Child Policy

Section 8: Diagnostics

Policy Number	Policy Name
08-001-00	Laboratory Procedures
08-001-01	Collecting Sexual Assault Kits
08-002-00	Requisitioning Laboratory Studies
08-003-00	Interpretation of Laboratory Studies
08-004-00	Post Mortem Samples
08-005-00	Acknowledgement of Diagnostic Test Results
08-005-02	Laboratory Specimen/Tracking (for tests ordered on paper requisitions)

Policy Number	Policy Name
08-006-00	Follow-up of Abnormal Diagnostic test results
08-006-01	Guidelines for Following up Abnormal Results
08-009-00	Radiological Examination of Pregnant Women
08-010-00	Follow-up of Basic Radiography Exams
08-012-00	Diagnostic Records
08-012-01	Guidelines for Filing Diagnostic Records
08-014-00	Preventative Maintenance and Calibration
08-015-00	Interpretation of ECGs
08-016-00	Venipuncture
08-016-01	Venipuncture for Blood Specimens
08-016-02	Venipuncture for Blood Cultures
08-017-00	Unregulated Healthcare Workers Performing Laboratory Procedures
08-018-00	Performing X-Rays – CHN, NP, BRT
08-019-00	Nurse-Initiated X-Ray Requests
08-019-01	Initiating X-Rays for TB Program
08-020-00	Troponin Point of Care Tests in Pediatric Patients
08-021-01	i-Stat Point of Care Testing in Community Health Centres
08-022-00	Paramedic Initiation of Point of Care Testing Medical Directive

Pharmacy

Policy Number	Policy Name
09-001-00	Documentation of Allergies
09-002-00	RN Initiated Drug Therapy
09-003-00	Stock Medications
09-004-00	Medication Administration – Nursing Practice
09-004-01	Guidelines for Administering Medications
09-005-00	Dispensing Medications
09-006-00	Administering or Dispensing Medications - Documentation
09-007-00	Administering Medications – IM Injection
09-007-01	Guidelines for Administering IM Injections
09-008-00	Administering Medications – IV Direct
09-008-01	Guidelines for Administering IV Direct
09-009-00	Administering Medications via Subcutaneous Infusion Set
09-009-01	Guidelines for Administering Medications via Subcutaneous Set
09-010-00	Repackaging Pharmaceuticals
09-010-01	Repackaging Pharmaceuticals – Container Specification Guidelines
09-011-00	Labeling Pharmaceutical Agents
09-012-00	Controlled Substances
09-013-00	Audit of Controlled Substances
09-014-00	Acquiring Blood and Blood Components
09-015-00	Administering Blood and Blood Components
09-015-01	Guidelines for Administering Blood Products
09-015-02	Guidelines for Using a Pressure Device in Blood Transfusions
09-016-00	Suspected Adverse Reaction to a Transfusion
09-017-00	Compounding of medications
09-018-00	Bronchiolitis Management Protocol
09-019-00	Diclofenac Diethylamine 1.16% topical gel Medical Directive
09-020-00	Ondansetron use in pediatrics with gastroenteritis
09-021-00	Naltrexone use for Alcohol Dependency Medical Directive
09-022-00	Nirmatrelvir/Ritonavir (Paxlovid™) Treatment: Screening and Confirmatory Testing
09-023-00	Adult Intravenous Iron Infusion for Community Health
09-024-00	RN Initiated Vitamin D Supplementation Medical Directive

Section 10: Infection Control

Policy Number	Policy Name
10-001-00	Communicable Disease
10-001-01	Reportable Communicable Diseases
10-002-00	Routine Practices
10-002-01	Routine Practices Guideline
10-003-00	Infection Control
10-003-01	Infection Control Guidelines
10-003-02	Airborne Precautions
10-003-03	Droplet Precautions
10-003-04	Contact Precautions
10-003-05	Precautionary Measures for Microorganisms
10-003-06	Aerosol Generating Medical Procedures in Patients with known or suspected COVID-19
10-004-00	Hand Hygiene
10-004-01	Hand Hygiene Guidelines
10-005-00	Personal Protective Equipment
10-005-01	Guidelines for the Use of Personal Protective Equipment
10-006-00	Housekeeping
10-006-01	Housekeeping Guidelines
10-006-02	Infectious Waste Disposal Guidelines
10-006-03	Guidelines for Communicating Hazards
10-007-00	Handling of Used Equipment and Supplies
10-007-01	Guidelines for Handling of Used Equipment and Instruments
10-008-00	Clean, Disinfect and Sterilize
10-008-01	Guidelines to Clean, Disinfect and Sterilize
10-008-02	Cleaning, Disinfecting & Sterilizing Equipment
10-008-03	Levels of Disinfectants
10-008-04	Directions for Preparing and Using Chlorine-based Disinfectants
10-009-00	Sharps
10-009-01	Safe Handling and Disposal of Sharps

Section 11: Clinical Procedures

Policy Number	Policy Name
11-001-00	Central Venous Access Device: Care & Maintenance
11-001-01	Care of PICC Lines
11-001-02	Central Venous Access Device: Heparin Flush
11-002-00	PICC Removal
11-002-01	PICC Removal Procedure
11-003-00	Central Venous Access Implanted Ports: Accessing and Discontinuing Infusion
11-003-01	Central Venous Access Implanted Ports: Nursing Considerations
11-003-02	Implanted Port: Access
11-003-03	Implanted Port: De-Access
11-003-04	Implanted Port: Changing Injection Caps
11-003-05	Implanted Port: Discontinuing an IV Infusion
11-003-06	Heparin Flush & Heparin Lock for Implanted Port
11-004-00	Central Venous Access Device: Blood Procurement
11-004-01	Central Venous Access Device: Blood Procurement – Nursing Procedures
11-005-00	Therapeutic Phlebotomy
11-005-01	Therapeutic Phlebotomy: Nursing Considerations

11-006-00	Enteral Nutrition
11-006-01	Enteral Nutrition: Nursing Considerations
11-006-02	Enteral Nutrition: Care for Feeding Tubes
11-006-03	pH Testing
11-006-04	Frequency of Tube Placement Verification
11-006-05	Interpreting Appearance and pH Results of Aspirate
11-006-06	Medications Affecting Gastric pH
11-007-00	Nasogastric Drainage Tube
11-007-01	Nasogastric Tube: Nursing Considerations
11-007-02	Nasogastric Tube: Insertion and Maintenance
11-008-00	Topical Hemostatic Agents
11-008-01	Application of Hemostatic Agents
11-009-00	Anesthesia: Topical, Local & Digital Nerve Block
11-009-01	Application of Topical & Local Anesthesia
11-010-00	Suturing
11-010-01	Basic Suturing Principles
11-010-02	Suturing Simple Lacerations
11-012-00	Wound Closure: Skin Adhesive
11-012-01	Apply Skin Adhesive
11-013-00	Cerumen Removal
11-013-01	Cerumen Removal Guidelines
11-014-00	Measuring Intra-Ocular Pressures
11-014-01	Measuring Intra-Ocular Pressures: Tono-pen
11-016-00	Episiotomy
11-017-00	Splinting
11-017-01	General Paster Splinting
11-017-02	Short Arm Splinting
11-017-03	Long Arm Splinting
11-017-04	Short Leg Splinting
11-017-05	Long Leg Splinting
11-017-06	Sugar Tong Splinting
11-017-07	Thumb Spica Splinting
11-017-08	Ulnar Gutter Splinting