

HOSPICE SERVICES

Job Title: Registered Practical Nurse (RPN)

Reports to: Hospice Services Manager

Last Updated: April 2022

Job Summary

The Hospice Residence RPN reports to the Hospice Services Manager in providing high quality end of life care, which is safe, holistic, resident focused, evidence-based, and follows best practice. The RPN works collaboratively within an interdisciplinary team, contributing to the development, implementation, communication of residents and family care plan. It is expected RPN will report substantial findings and/or changes in resident's condition and actively contribute to solutions. RPN participates in providing direction and supervision for the care given by Personal Support Workers and Hospice Volunteers. RPN are expected to work in a manner that upholds and positively reflects Hospice Quinte's values.

Working Conditions

- Variety of 8 and 12 hour shifts; Days, Evenings, Nights, Weekends, Holidays, On Call, able to pick up shifts
- 3 weeks of vacation (prorated for part-time staff)
- Health and dental benefits and RRSP contributions after 3 months for full-time staff
- Dress code policy is in effect

Qualifications

Education and Experience

- Registered Practical Nurse diploma from accredited program
- Open to hiring a recent graduate
- Current CPR and First Aid certification
- Current criminal background check including a vulnerable sector screen
- Demonstrate proof of vaccination; includes but not limited to; Hep B, Measles, Mumps, Rubella, Varicella, Tetanus
- General / Advance certification in Palliative care / End of life care (preferred)
- Experience working in Palliative care (preferred)
- Certified in gentle persuasive approaches, GPA (preferred)
- Infection control certificates (preferred)
- Food handling course (preferred)

Physical Capabilities

- Lift up to 12kg (25lb)

- Able to carry using proper lifting techniques; bend, push, pull, grip, reach, kneel, crouch
- Using proper body mechanics to walk, sit, stand, climb stairs, hand movements
- Able to operate lifting devices and mobility supports, walker, wheelchair
- Operate phone, fax, photocopier, computer, and other office equipment
- Work safely in an environment requiring the use of PPE
- Able to perform infection control screening tests

Skill Requirements

- Understanding of resident focused, holistic care and nursing process
- Able to provide a positive experience for resident and family
- Strong written and verbal communication skills
- Demonstrated observational and problem-solving skills in critical thinking
- Willingness for ongoing learning, skills training, as well as the ability to implement learned skills and behaviors
- Ability to adjust and engage to change in the workplace
- Ability to work effectively and respectfully in a multidisciplinary team, take direction well, and to work independently
- Ability to manage time and prioritize work efficiently
- Familiar with electronic documentation or willing to learn
- Able to engage with residents, families, staff, volunteers, and other members of the public
- Able to cope and support others in high stress situations
- Demonstrate patience, understanding, and empathy

Responsibilities and Duties

The statements below reflect the general details considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all work requirements that may be inherent in the job. Other duties may be assigned as required.

- Employ critical thinking to monitor, evaluate, and assess in collaboration with the health team to meet resident/family needs and identified care goals
- Follow best practice and policy guidelines working within scope of practice, safely and competently
- Reporting safety concerns and incidents engaging in workplace improvement processes
- Assist with team building and engagement supporting Hospice Quinte's Strategic plan, core values, and workplace culture
- Maintain accurate clinical records in accordance with CNO standards and in accordance with Hospice Quinte policies and procedures
- Comply with all federal, provincial, and municipal regulations and legislation
- Administer and control medications
- Perform nursing and prescribed interventions within scope of practice
- Demonstrate knowledge in stages of dying, pain and distress management, palliative care, and bereavement in nursing practice
- Provide health teaching in variety of approaches if required

- Liaising with resident, family, health team, support staff, and volunteers
- Perform administrative clerical tasks including but not limited to; admissions, discharges, answering phone, ordering, receiving, sorting supplies, calling out for staff to fill shifts
- Light housekeeping and food preparation
- Attend and participate in mandatory education/training and staff meetings
- Maintain professional boundaries in developing therapeutic relationships
- Demonstrate effective time management and fiscal responsibility
- Honor confidentiality and autonomy for the residents, families, and staff
- Involvement in workplace improvement activities through various methods; including but not limited to health and safety, risk management, evaluation, and quality assurance

Organizational Responsibilities

- Participates and contributes to encourage and support activities which promote effective team functioning throughout Hospice Quinte
- Participates in assigned Hospice Quinte activities, events, and committees
- Demonstrates appropriate boundaries with staff, volunteers, residents, and members of the community
- Attends meetings, conferences, and training as required
- Maintains professional and ethical standards for handling confidential information
- Accepts other duties as required