

CITY OF HAMILTON

PUBLIC HEALTH SERVICES

(CLINICAL & PREVENTIVE SERVICES DIVISION – VACCINE PREVENTABLE DISEASE PROGRAM – LOCATION – 110 KING ST. W., 2nd FLOOR)

REGISTERED PRACTICAL NURSE – HEALTH - CUPE 5167

SUMMARY OF DUTIES

Reports to the Manager, Vaccine Program, the Registered Practical Nurse (RPN) - Health is responsible for administering vaccinations during clinics. Receives and answers inquiries from public, school personnel, and primary care practitioners.

RPNs are expected to: (1) carry out activities under the direction of the Medical Officer of Health or designate, in compliance with the *Regulated Health Professions Act, Nursing Act, Health Protection and Promotion Act*, and other relevant legislation; and (2) comply with City, Department, Division and Program policies and procedures, and medical directives, and uphold the corporate values of accountability, cost-consciousness, equity, excellence, honesty, innovation, leadership, and teamwork. In addition to regular activities, RPNs are expected to fulfill assigned roles in response to a public health threat or emergency situation.

GENERAL DUTIES

Effectively works on a multidisciplinary team of physicians, registered nurses, clerks and public health nurses.

Plans, schedules delivery of vaccination clinics for the administration of publicly funded vaccines.

Uses a client-centred approach to the delivery of nursing care.

Provides health education regarding the benefits of vaccination and the risks of choosing not to vaccinate.

Conducts health assessments of individuals pre and post vaccination, consult with registered nurse as needed.

Administers and documents vaccinations according to established medical directives and policies and procedures.

Responds to health emergencies involving clients of the vaccination clinic according to established medical directives and policies and procedures. Consults with Registered Nurses, Program Manager and Associate Medical Officer of Health as needed.

Participates in quality improvement initiatives related to medication safety.

Conducts inspections of facilities storing publicly funded vaccine using Ministry of Health and Long-Term Care standards of practice. Ensures safe storage and handling of vaccines.

Fulfills assigned role in response to a public health threat or emergency situation. Assigned roles may include redeployment to assist in the response to the event, or for business continuity purposes.

Consults with a Registered Nurse, Program Manager, or Associate/Medical Officer of Health in the event that the client situation becomes complex and/or there is a high risk of negative health outcomes.

Works in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to Occupational Health and Safety.

Performs other duties as assigned which are directly related to the major responsibilities of the job.

QUALIFICATIONS

1. Current registration and entitled to practice as a Registered Practical Nurse by the College of Nurses of Ontario.
2. A Registered Practical Nurse Diploma from an approved college. Previous experience in public health, community, hospital, or similar area of nursing.
3. Demonstrated ability to adhere to the Practice Standards and Guidelines set out by the College of Nurses of Ontario.
4. Demonstrated skill in establishing and maintaining therapeutic nurse-client relationships with individuals, families and groups from diverse socioeconomic and cultural backgrounds.
5. Demonstrated skill in the use of computers and electronic documentation systems.
6. Demonstrated ability to apply the values of accountability, cost-consciousness, equity, excellence, honesty, innovation, leadership, and teamwork.
7. Demonstrated ability to engage in reflective practice and in constructive dialogue about professional development.
8. Must have access to time and cost-efficient transportation to meet program delivery needs.

NOTE:

The successful candidate will be required to provide immunization records, which may include TB testing prior to the start of employment to meet the requirements of the Staff Immunization and Surveillance Policy and Procedure