

CITY OF HAMILTON

HEALTHY & SAFE COMMUNITIES DEPARTMENT
(PUBLIC HEALTH SERVICES – EPIDEMIOLOGY, WELLNESS & COMMUNICABLE DISEASE CONTROL
DIVISION - VACCINE PREVENTABLE DISEASE PROGRAM – LOCATION – 110 KING ST. W., 2nd FLOOR)

REGISTERED PRACTICAL NURSE – COLD CHAIN - CUPE 5167

SUMMARY OF DUTIES

Reports to the Supervisor, Vaccine Program, the Registered Practical Nurse (RPN) – Cold Chain is responsible for providing education, training, and recommendations to maintain the cold chain. Receive and answer inquiries from the public, primary care practitioners, pharmacies and hospital organizations as it relates to storage, handling and adverse storage conditions. Inspects physicians' offices, pharmacies, hospitals and other organizations that store publicly funded vaccines. Completes cold chain investigations to ensure compliance with the storage and handling guidelines to ensure efficacy of vaccine in the community. Provides clinic support for cold chain management and administration of vaccines during times of high clinic demand.

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

Cold Chain Duties

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

Plans, schedules delivery of cold chain inspections in compliance with City of Hamilton Policies and procedures and the Cold Chain Storage and handling protocols

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.

Provides education regarding the safe and effective storage of publicly funded vaccines.

Conducts assessments of publicly funded vaccines following cold chain excursions, consult with program supervisors as needed.

Administers and documents cold chain inspections according to established medical directives, policies and procedures.

Responds to storage and handling emergencies in the community according to established medical directives, policies and procedures. Consults with Public Health Nurses, Program Managers, Program Supervisor, Associate Medical Officers of Health and vaccine manufacturers as needed.

Participates in quality improvement initiatives related to cold chain management.

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.

Nursing Role – Clinics

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, consults with registered nurse as needed.

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

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.

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 set and maintain high performance standards while practicing independently to achieve results.
8. Demonstrated ability to engage in reflective practice and in constructive dialogue about professional development.
9. Must have access to time and cost-efficient transportation to meet program delivery needs.

THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE.
