



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Nursing Aide, Surgery	
Position Number	Community	Division/Region
17-4155	Yellowknife	Medicine and Surgery / Stanton

PURPOSE OF THE POSITION

The Nursing Aide, Surgery, is an unregulated health care worker who functions as an adjunct to the health care team to assist in delivering care in accordance with hospital policies and procedures. The incumbent acts as a patient advocate and communicates between the patient, their families and the nursing team in order to provide physical, psycho-social, spiritual and emotional support.

SCOPE

The Northwest Territories Health and Social Services Authority (NTHSSA) is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłı̨chǫ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-aboriginals. Health and social services includes the full range of primary, secondary and tertiary health services and social services including family services, protection services, care placements, mental health, addictions, and developmental activities, delivered by more than 1,400 health and social services staff.

While the Tłı̨chǫ Community Services Agency (TCSA) will operate under a separate board and Hay River Health and Social Services Agency (HRHSSA) will in the interim, the NTHSSA will set clinical standards, procedures, guidelines and monitoring for the entire Northwest Territories. Service Agreements will be established with these boards to identify performance requirements and adherence to clinical standards, procedures, guidelines and policies as established by the NTHSSA.

Under the direction of the Minister of Health and Social Services, the NTHSSA is established to move toward one integrated delivery system as part of the government's transformation strategy.

Stanton Territorial Hospital is an accredited facility in Yellowknife, and is a referral center for approximately 40,000 regional residents of the Western Arctic and Nunavut (Kitikmeot Region). Stanton provides health care services to adults and children on an inpatient, outpatient and outreach basis in order to restore health with dignity.

Located within Stanton and reporting directly the Manager, Medicine and Surgery, the Nursing Aide, Surgery, (NA) works 8 hour days, Monday to Friday, to assist the nursing team in providing culturally sensitive care to patients of the Surgery unit.

The NA does not carry a patient load but rather is assigned duties by the Registered Nurse (RN) that will best meet the needs of the patients. When faced with unfamiliar situations the NA will immediately refer the situation to the Responsible Nurse on duty for direction. The Nursing Aide cannot legally act on any orders from physicians but obtains direction from the RN on duty. During both the day (07:15 to 19:45) and night (19:15 to 07:45) shifts, there are two RNs on duty. During each shift, there is one RN acting as Charge Nurse.

Patients of the Surgery Unit are admitted to be diagnosed for surgical treatment or are postoperative. These patients' medical outcomes are somewhat unpredictable and require 24 hour professional nursing services. Depending on condition and diagnosis patients will stay in the Surgery unit anywhere from 2 to 10 days.

Based on patient census and acuity throughout Stanton, the Nursing Aide provides basic care to clients and their families, to aid in their recovery or to support a peaceful death, in accordance with hospital policies and procedures. The Nursing Aide is expected to remain calm, controlled and professional, regardless of the situation, and demonstrate care and compassion to the client, family and other members of the health care team.

The Nursing Aide is required to be motivated and innovative in the area of continuing education to encourage the professional growth of self and others.

RESPONSIBILITIES

1. Under the direction of a Registered Nurse (RN) or designate, the Nursing Aide provides basic patient and family centered care to clients and their families, to aid in their recovery or to support a peaceful death, in accordance with hospital policies and procedures.

- Collaborates with RNs and functions as part of a multi-disciplinary team to achieve clients' predicted outcomes, based on the client's diagnosis and prognosis.
- Assesses and documents temperature, pulse, respiratory rate, blood pressure, pulse oximetry, height, and weight and reports findings to the Registered Nurse.
- Reports to the RN and documents other pertinent patient findings and information.
- Provides personal care to clients to assist them with proper body mechanics, personal hygiene, grooming & dressing, nutrition, assistance with deep breathing and coughing, mobility, elimination (including collecting and bedside testing of urine and stool samples), and social needs.
- Assists RNs with dressing changes as directed.

2. **Assists the nursing team with clerical duties and any tasks directed at maintaining the smooth operation of the unit as delegated by the team leader on duty, including but not limited to:**
 - Porters stable, outcome predictable patients to and from the unit.
 - Stocking of personal care items in patient rooms, and various equipment trays, answering telephone and patient call bells.
 - Transcribing doctor's orders, after adequate training is complete.
 - Assembling/disassembling patient chart.
 - Filling out patient's diet sheets according to patient care plan.
 - Light guard duties when required.
3. **Supports practice environments that have the resources necessary for safe, competent, and supportive nursing care.**
 - Provides coaching and leadership to Nursing Aide students to develop skill levels necessary to achieve the standard of care.
 - Collaborates with nursing colleagues and other members of the health care team to advocate culturally sensitive health care environments that are conducive the health and well-being of patients and others in the setting.
 - Under direction of the RN or LPN, assists in the orientation of new employees to specific aspects of supportive nursing care on the unit.
 - Participates in committees, task forces, and research projects related to their role.

WORKING CONDITIONS

Physical Demands

Between 25-50% of the incumbent's day may be spent lifting, moving and supporting patients who require total care (i.e. toileting, turning, general mobility, etc.), transferring patients in and out of beds to wheelchairs, tubs, etc. and standing for long periods feeding or delivering patient care. Lifting of a physical support of patients may be done on an individual basis or as a group.

Environmental Conditions

During their shifts, (100% of the time) the incumbent may be exposed to potential communicable diseases, blood and body fluids, hazardous materials (sharps, toxic cleaning and sterilizing solutions). The incumbent is also exposed to a noisy work environment.

Sensory Demands

Many of the patients are prone to infection or complications arising from their surgery, and others may be connected to monitors (i.e. for post-operative monitoring). As a result, the RN, Surgery will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation of patients within the Surgery Unit.

Mental Demands

The incumbent may be exposed to death/dying and other emotionally upsetting experiences.

Within the health care setting there can be significant lack of control over the work pace, with frequent interruptions.

There is uncertainty in knowing what to expect while at work, and concern about being responsible for the lives of patients and their families, risk of assault and unknown and unpredictable situations.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to operate non-medical equipment used during the care of patients on the Surgical Unit (these include but are not limited to lifts, wheelchairs, bathing equipment).
- Knowledge and the ability to adhere to confidentiality requirements.
- Knowledge and the ability to demonstrate the principals of medical asepsis.
- Knowledge of patient safety principle and practices and ability to apply to all day to day activities. Follow all safe work practices and procedures and immediately communicate any activity or action which may constitute a risk to patient safety.
- Ability to promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services.
- Listening, understanding and responding skills.
- Skilled in the provision of client service orientation.
- Ability to display self-control.
- Ability to be flexible and alter normal procedures or ways or working to fit a specific situation to get the job done and/or to meet NTHSSA goals.
- Ability to persist which may mean taking two or more steps to overcome obstacles or rejection.
- Ability to analyze problems and sort in order of importance.
- Ability to participate willingly and support team decisions. This includes doing one's own share of the work and sharing all relevant and useful information.
- Ability to answer questions when asked. This includes telling people about current understanding of issues.

Typically, the above qualifications would be attained by:

Completion of a Personal Support Worker or Nursing Aide program

ADDITIONAL REQUIREMENTS

Proof of immunization in keeping with current public health practices is required.

Stanton Territorial Hospital Requirements

Within Stanton, all Nursing Aides must be able to acquire within a reasonable time frame and remain current the following mandatory certifications:

- Aboriginal Cultural Awareness Training
- Biohazardous Waste Training
- Emergency Response
- Fire Extinguisher Training
- Fire Training
- Fit Testing
- Immunization
- NISS charting
- Privacy and Confidentiality
- Social Media
- Workplace Bullying/Respectful Workplace
- Workplace Safety Awareness Training
- Workplace Hazardous Materials Information System (WHMIS)

In addition, the Nursing Aide, Surgery, must be able to acquire within a reasonable time frame and remain current with the following training or certification:

- Cardiopulmonary resuscitation, basic rescuer
- Infection Control
- Non-Violent Crisis Intervention

Position Security

- No criminal records check required
- Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B) Intermediate (I) Advanced (A)

READING COMPREHENSION:

Basic (B) Intermediate (I) Advanced (A)

WRITING SKILLS:

Basic (B) Intermediate (I) Advanced (A)

- French preferred

Indigenous language: Select language

- Required
- Preferred