



## IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Registered Nurse, Surgical Day Procedures	
Position Number	Community	Division/Region
48-2963	Yellowknife	Patient Care Services / Stanton Territorial Hospital

## PURPOSE OF THE POSITION

The Registered Nurse, Surgical Day Procedures, provides specialized nursing care to patients of the Surgical Day Procedures Unit in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority to ensure that the patients' physical, emotional, psycho-social, spiritual and educational needs are met.

## 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 Tłı̄chq 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 Tłı̄chq 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.

Stanton Territorial Hospital is located in Yellowknife, NWT and is the referral center for approximately 43,000 NWT residents and 5,900 residents from the Kitikmeot Region of

Nunavut. Stanton provides health care services to adults and children on an inpatient/outpatient and outreach basis in order to restore health with dignity.

Located in Yellowknife, the Registered Nurse, Surgical Day Procedures (RN, SDP) reports to the Manager, Operating Room and Day Procedures (Manager) and provides, along with the Clinical Coordinator (CC), and Unit Clerk (UC) safe, competent, and culturally sensitive care to patients and families within the unit, which is open Monday-Friday from 6:30 to 18:00 hours. Staff may be requested to work overtime in order to perform urgent or emergent endoscopies added to the slate.

The RN, SDP is a member of a patient care team that provides direct pre-operative assessment, post-operative care, and patient teaching for discharge, to adult and pediatric outpatients (excluding obstetrics) who are scheduled for surgical and endoscopic procedures not requiring admission. The SDP patients' medical outcomes are somewhat predictable but may be of an unstable nature and normally require nursing assessment and observation over the duration of their stay. The RN, SDP may be responsible for multiple patients at any one time, and will need to independently make decisions regarding individual nursing care plans or interventions based on delegated medical orders.

The RN, SDP will be required to provide pre and post-operative care to patients on a rotational basis and this may include:

- Assessing for anesthesia risk for preoperative patients and notify applicable physician
- Clinical decision making and assessment regarding preoperative bloodwork
- Pre and postoperative teaching for surgical and endoscopic cases
- Wound care, catheterization and other nursing procedures as required

This position requires the incumbent to act as a patient advocate and facilitate communication between the patient, family, the physician, specialists, and other health care professionals within and beyond Stanton. Patients, family members and other caregivers (i.e. Community Health Nurses, physicians, etc.) of patients will often contact the Surgical Day Procedures Unit (SDPU) staff for advice or direction prior, during and/or after the procedure, test or treatment. This constant and continuing communication and support results in a holistic approach to planning, organizing, teaching, and relationship development that will best meet the short and long term needs of the patient.

To avoid potentially serious complications during patients' medical/surgical procedures, tests, or treatments, the RN, SDP assesses the patient pre-treatment and advises the physician if there are any medical concerns/conditions (i.e. patient is not appropriately prepared, anesthesia risks, irregular blood work, etc.), which may result in an increased risk for the patients, or rescheduling or cancellation of the procedure.

Within the health profession there is significant lack of control over the work pace, with frequent interruptions. The incumbent works in an atmosphere of change, critical patient flow, and moment-to-moment must be prepared for all procedures and the anticipated and unanticipated aspects of the procedures. The incumbent is expected to remain calm,

controlled and professional in all situations, and to demonstrate compassionate care to the client, family and other members of the health care team.

Based on patient census and acuity throughout Stanton the incumbent may be required to provide standardized nursing care to any and/or all of the nursing units within the scope of a RN's practice.

The RN, SDP is required to be motivated and innovative in the area of continuing education and practice to encourage the professional growth of self and others.

## **RESPONSIBILITIES**

**1. As part of a multidisciplinary health team, the RN, SDP provides patient and family centered, direct nursing care to outpatients requiring treatment and observation using a problem solving approach and in accordance with the standards, guidelines and scope of professional nursing practice to facilitate individualized nursing care to patients of the SDPU.**

- Assesses, plans, implements, documents and evaluates care to ensure a coordinated holistic approach which best meets the needs of the patient.
- Assists the Specialist during procedures, tests or treatments to ensure the patients achieve their optimal health and well-being.
- Assists patients to achieve their optimum level of health in situations of normal health, illness, injury, or through the process of dying.
- Advocates the dignity and self-respect of patients.
- Promotes the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services.
- Safeguards the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required.
- Applies and promotes principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs.
- Acts in a manner consistent with their professional code of ethics, responsibilities and standards of practice.

**2. Facilitates, implements and modifies patient and family education/teaching based on the needs of the patient and family.**

- Uses a holistic approach to facilitate individual learning for patients and their families upon admission, transfer or discharge in relation to patient illness or injury (i.e. self-care, health promotion, etc.)
- Assesses the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs.
- Researches, develops, revises and evaluates on an ongoing basis, best practice guidelines and educational resources necessary to support patients.
- Coordinates the admission, transfer and/or discharge of patients. This includes

explaining and ensuring that the patient understands the admission or discharge plan (established by the Health Care Team for the patients' care and treatment).

**3. Advocates practice environments that have the organizational and resource allocations necessary for safe, competent and ethical nursing care.**

- Provides support, coaching and leadership to peers, students and other members of the health care team 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 health care environments that are conducive to ethical practice and to the health and well-being of patients and others in the setting.
- Provides orientation of new employees.
- Participates in committees, task forces, and research projects as related to the Day Procedures Unit.

**4. As Responsibility Nurse, the RN, SDP assumes responsibility for the actions of others that are directed toward determining and achieving patient care goals.**

- Makes decisions necessary to promote change and ultimate outcome of goal attainment
- Communicates with other members of the health care team regarding the patient's health care to provide continuity of care and promote collaborative efforts directed toward quality patient care
- Takes a lead role in disaster responses within the SDPU.
- Manages and supervises the functions of others who provide direct care (Students,, Nursing Aide).
- Ensures adequate staffing levels during all shifts (i.e. calling in appropriate relief staff)
- In the absence of the Clinical Coordinator, the RN, SDP may be required to take charge or make decisions regarding the day-to-day operation of the unit (i.e. the addition of cases or management of equipment issues)
- Researches, develops, revises and evaluates on an ongoing basis, best practice guidelines related to new procedures, tests, and treatments.

## **WORKING CONDITIONS**

### **Physical Demands**

Between 50% to 80% of the incumbent's day will be spent standing and walking. In addition, the incumbent will be required to perform patient assessment or care while standing or bending often in an awkward position. Pushing will also be required, to move stretchers and bedside tables.

Between 25% and 50% of the incumbent's day will be spent lifting, moving and supporting patients who are dependent on the nurses for support (i.e. turning, general mobility, etc.).

Lifting of and physical support of patients within the SDPU may be done on an individual basis or as a group.

Patients awakening from the effects of anesthetics may be disoriented and can be physically aggressive or their behaviour may be unpredictable (25-50%).

### **Environmental Conditions**

During their shift (100% of time) an incumbent will have significant levels of exposure to communicable diseases through, blood, body fluids, and hazardous materials (sharps, toxic cleaning and sterilizing solutions).

### **Sensory Demands**

The incumbent 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 SDPU. Infection or complications may arise from the surgical/medical procedures, therefore, the incumbent must be constantly alert (100% of the shift) of patients' physical and emotional needs.

### **Mental Demands**

The incumbent works in an atmosphere of continuous change, and must be prepared for anticipated and unanticipated aspects of that change.

The workload in the unit can be irregular. Procedures may vary from minutes to hours. There is no control over when the patients arrive for their procedure, or how they tolerate them.

Patients who attend SDPU for procedures may be very anxious or distressed regarding the procedure itself or potential diagnosis.

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

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of and an ability to apply standardized nursing processes (assessment, planning, implementation and evaluation) and current nursing practice to ensure that the patients' physical, emotional, psycho-social, spiritual, and educational needs are met.
- Knowledge of various methods of infection control and associated risks of cross contamination for patients, visitors and other staff members.
- Knowledge of biological, physical and behavioural sciences in order to recognize, interpret, and prioritize findings and determine and implement a plan of action based on accepted standards of practice.
- Knowledge of and an ability to network resources within and outside Stanton (i.e. Social Services, Public Health, etc.) in order to ensure support of patients and their families.
- Ability to educate patients and their families (where applicable) on appropriate self-care methods and techniques.

- Ability to operate a desktop computer in order to send and receive electronic mail and conduct research over the Internet.
- Ability to operate and/or use standard medical equipment (such as but not limited to: CVC lines, PCA pumps, peripheral IV pumps and lines, stretchers, ECG, thermometers, sphygmomanometer, blood glucose monitors, sharps, etc.).

**Typically, the above qualifications would be attained by:**

A Bachelor's Degree in Nursing and a minimum of one (1) year of recent clinical experience, preferably in endoscopy.

Equivalencies may be considered on a case by case basis.

**ADDITIONAL REQUIREMENTS**

Registration under RNANT/NU prior to commencement of employment.

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

Stanton Territorial Hospital has a number of certifications that are required upon hire, depending on the area where the employee works, including but not limited to: Aboriginal Cultural Awareness, Biohazardous Waste, Biosafety & Biosecurity, Infection Control, Workplace Hazardous Materials Information System (WHMIS), and others directly related to the incumbent's scope of practice.

**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