



## IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Primary Health Care Nurse Practitioner (PHCNP)	
Position Number	Community	Division/Region
48-95117	Yellowknife	Primary Health Care / Yellowknife

## PURPOSE OF THE POSITION

The Primary Health Care Nurse Practitioner (PHCNP) is an autonomous practitioner who is responsible for providing primary health care services to clients throughout the lifespan as a fundamental member of an integrated care team within Yellowknife Region Primary Care to ensure timely access, continuity of care, and better health outcomes for patients.

## SCOPE

The Northwest Territories Health and Social Services Authority (NTHSSA) is the single provider of all health and social services (HSS) in the Northwest Territories (NWT), with the exception of Hay River and Tłıchʔ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-indigenous persons. HSS 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 HSS staff.

While the Tłıchʔ Community Services Agency (TCSA) and Hay River Health and Social Services Agency (HRHSSA) operate under separate boards, 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 was established to move toward one integrated delivery system as part of the transformation strategy.

The NTHSSA administers all primary care, long-term care, public health, home care, nurse practitioner, and general physician services throughout Yellowknife, Dettah, and Ndilo, as well



as all regional health and social services delivered in Fort Resolution and Łutselk'e. The NTHSSA provides and supports the delivery of community-based health and social services to adults and children in order to enhance the health and well-being of communities through excellence, accountability, and respect for regional diversity.

Building off the results and momentum of system transformation, the strategic renewal effort has now begun a process of Primary Health Care Reform to shift the system and its care models towards a team and relationship-based approach that is driven through public participation, community feedback, and data, and built upon a foundation of trust and cultural safety. Using a community development approach, we are changing the way we work with people and communities, at every level of the health and social services system, to enable public participation in priority setting, planning, and design that integrates the social determinants of health.

Located in Yellowknife and reporting to the Regional Manager of primary Care, the PHCNP works as an autonomous practitioner within a multi-disciplinary primary health care team, providing comprehensive health assessments and advanced physical examinations, ordering and interpreting laboratory and diagnostic imaging investigations, making and conveying diagnoses, and prescribing pharmacological and non-pharmacological interventions. The incumbent works with clients of all ages in a variety of program areas and community settings including within a clinic site, in a client's home, within congregate care and hospital environments, and is expected to remain calm, controlled, and professional in all situations.

The primary health care clinics include multi-disciplinary health care practitioners providing comprehensive patient assessment, coordinated intervention/plans of care, case management of complex or high-need clients, personalized teaching, and client follow-up. The practitioners may include but are not limited to physicians, public health practitioners, midwives, nurse practitioners, Licensed Practical Nurses, Community Health Nurses, Registered Dietitians, and mental health and addictions practitioners. Some practitioners will report to other managers.

The legacies of colonization and residential schools have impacted Indigenous health outcomes and the way health and social services are delivered and accessed. This position honours and promotes a culturally safe environment at all times, and practices from a trauma-informed care perspective where interaction with clients and families is tactful, respectful, and humble. This position requires the ability to handle several complex issues concurrently while maintaining attention to detail. The incumbent is expected to remain calm, controlled, and professional, regardless of the situation, and demonstrate compassionate care that is free of racism, sexism,



and all forms of discrimination, against clients, families, community members, and other members of the health care team.

The PHCNP is required to be motivated and innovative in the area of continuing education and practice, such as engaging in self-reflection, to encourage the professional growth of self and others.

The PHCNP provides advanced practice nursing care including but not limited to advanced physical assessments, minor procedures, ordering lab and diagnostic imaging investigations, interpreting results, making and conveying a medical diagnosis, and prescribing medications. The PHCNP collaborates with primary health care practitioners/physicians to increase the capacity for self-care/self-management for the patient and provides direction as an educator, leader, researcher, and advanced clinical practitioner.

The PHCNP consults and/or refers clients to other health care practitioners at any point in the assessment and/or care of a client when the condition is such that: the diagnosis and/or treatment plan is unclear or beyond the scope of the PHCNP, required care approaches or reaches the limits of scope of practice, is potentially life-threatening, or a chronic health problem destabilizes. The degree to which another practitioner/physician/specialist become involved will vary from: providing an opinion and recommendation at one end of the spectrum to assuming primary responsibility for care of the client at the other.

The PHCNP is assigned to an Integrated Care Team (ICT) and is a fully integrated member of that team, which includes providing coverage and support for physicians (including locums) within scope on their team. ICTs, including the Team PHCNP, may provide coverage for the Extended Care Unit/houses within the Liwegoati building. The PHCNP works regularly scheduled shifts during the week and may be required to work on weekends and/or provide on-call coverage. The PHCNP also provides patient consultation to the LPNs and the CHN on their team by providing prescriptions and ordering investigations. The PHCNP provides leadership and guidance for clinical matters to the team.

This position carries out its responsibilities in accordance with GNWT acts, regulations, policies, and departmental procedures that include the Nursing Profession Act, Health Information Act the Public Service Act, Public Service Regulations, Human Resource Manual, Staffing Appeals Regulations, College and Association of Nurses of the Northwest Territories and Nunavut (CANN) NP guiding documents, Canadian NP foundational documents, NTHSSA Medical and Professional Staff Bylaws, Territorial Credentialling, and various other government policies; as well as maintaining alignment with DHSS priorities, policies, standards, regulations, and legislative requirements.



It is expected that all Primary Health Care Nurse Practitioners will maintain current knowledge and enhance competencies relevant to primary community care practice through professional development activities, peer review, and other continuing strategies.

## **RESPONSIBILITIES**

### **1. Provide advanced health assessment and services to clients across the lifespan on a routine and emergent basis (if appropriate) to promote a healthy lifestyle; to treat conditions diagnosed, to prevent and/or reduce the incidence of disease, disability, and death; to support rehabilitation and to restore health; and to support a client to die comfortably and with dignity.**

- Systematically assesses individual health status through the collection of an appropriate history, performance of advanced physical assessment, and the ordering and interpretation of monitoring and diagnostic investigations.
- Establishes a diagnosis through analysis and synthesis of data from multiple sources; communicates health findings, conveys diagnoses, and establishes a plan of care with a client.
- Uses a holistic approach in each patient encounter and plan of care.
- Independently develops a plan of care based on the patient's needs in collaboration with the patient and other health care professionals as necessary.
- Independently implements, and evaluates a plan of care, including prescribing and dispensing of pharmaceuticals in accordance with established regulations, policies, practices, and safety procedures.
- Recommends, educates, and supports the implementation of non-pharmacological interventions in accordance with established regulations, policies, practices, and safety procedures.
- Demonstrates knowledge of complementary and traditional therapies and provides the patient with education on their safe use.
- Refers clients to other practitioners and specialty services when necessary and appropriate.
- Delegates, with clear instructions and orders, client care to CHNS, LPNs, and other health care providers as appropriate.
- Conducts family assessments to identify the broader health implications within the family in a manner that is culturally appropriate.
- Evaluate and adapt plan of care, while maintaining dialogue with clients (and family, if appropriate).
- Maintains records in accordance with professional and legal requirements.
- Provide periodic review and monitoring to assist clients with chronic conditions to manage their health status, in accordance with Clinical Practice Guidelines, best practices, research findings, and patient preference.
- Provide routine hospitalist primary care and after-hours coverage to Extended Care and Long Term Care patients as part of an ICT practitioner team's scheduled rotation.



- Review progress with the client and evaluate the care management outcomes.
- Recognize and/or diagnose conditions requiring crisis intervention and counselling for common, emergent, or urgent psycho-social conditions/situations and take appropriate action.
- Advocate for the dignity and respect of clients.
- Promote the independence and individuality of clients and help them express their health needs and values to obtain appropriate information and services.
- Safeguard the trust of the client that information learned in the context of a professional relationship is shared outside the primary health care team only with the patient's permission or as legally required.
- Apply and promote principles of equity and fairness to client encounters, interactions, and aspects of health care.
- Act in a manner consistent with professional responsibilities, Code of Ethics, Code of Conduct, and standards of practice.

**2. Develop, facilitate, implement, and modify client and family education/teaching based on the needs of the client.**

- Independently develops and implements interventions to treat and manage conditions, and to address client needs.
- Independently assesses client learning needs. Develop and deliver health teaching and education to address learning needs and develop self-management abilities.
- Use a holistic approach to develop plans and facilitate learning of clients and families in relation to client illness or injury.
- Facilitate and contribute to the continuity and sustainability of patient care services as identified. Involvement of other health care practitioners as appropriate.
- Actively identify gaps in care and assist with the development of new services or programs to improve patient care and outcomes.
- Develop, monitor, and evaluate educational resources to support clients and families.

**3. Conduct health surveillance and preventative activities that may improve the health of the population. This is done in conjunction with clients, healthcare practitioners, and agencies.**

- Conduct and participate in community needs assessment; and based on the results and in collaboration with stakeholders, prioritize and develop culturally sensitive health promotion strategies.
- Research current practices and application to the NWT.
- Deliver results, education, and programs to the community.
- Support and promote community participation in decision-making and ownership of constructive changes to enhance the community's health.
- Promote healthy public policy.



**4. Provide expert and specialized knowledge of primary health care and the PHCNP role in Primary Care Reform to provide direction and leadership for Primary Care Reform.**

- Articulate the role of the PHCNP to clients, the general public, and the primary health care team.
- Provide coaching and clinical leadership to other members of the health care team to develop skills and knowledge levels necessary to achieve the expected standard of care.
- Provide clinical leadership and supervision to students as appropriate (NPs, Medical, RNs, LPNs)
- Collaborate with other primary health care practitioners to advocate health care environments that are conducive to ethical practice and the health and well-being of clients and staff.
- Facilitate and foster active communication, collaboration, and linkages between key stakeholders within the clinic environment and in the community.
- Participate in research and special project initiatives that contribute to evidence-based practice. This includes reviewing the literature on current clinical practice, recommending changes to clinical practice standards, protocols, and procedures based on an assessment of evidence, and analysis of resources to implement change.
- Participate in committees that relate to the role of the PHCNP.
- Participate in change management initiatives, bringing the NP experience and focus to the work.

**WORKING CONDITIONS**

**Physical Demands**

Physical effort may be experienced in this position as the incumbent works in a clinical environment. There will be physical demands on the incumbent in the provision of assisting in the transferring of patients or doing other heavy lifting and performing patient assessment in which the incumbent is required to stand in an awkward position (bending and stooping).

Moderate heavy lifting and/or awkward positions approximately 2 hours/day, 5 days per week.

**Environmental Conditions**

Moderate to heavy exposure to potential communicable diseases, body fluids, human waste, and hazardous materials (sharps, toxic wastes, cleaning solutions).

Moderate to heavy exposure approximately 2 hours/day, 5 days per week.

**Sensory Demands**

50 % - 75% of the day is spent providing direct patient care where the incumbent is required to use the combined senses of touch, sight, smell, and hearing during the assessment and provision of care.





Moderate demand approximately 4-5 hours/day, 5 days per week.

### **Mental Demands**

The incumbent may be exposed to emotionally upsetting experiences.

Within the health care setting there can be a significant lack of control over the work pace, with frequent interruptions. Patient encounters may require the PHCNP to negotiate among a variety of services, associations, and programs, adding a large degree of mental strain.

There is uncertainty in knowing what to expect while at work, and concern about being responsible for the lives of clients and their families, as well as exposure to volatile situations.

Moderate to heavy mental demands 4-5 hours/day, 5 days per week.

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

- Knowledge of and ability to apply advanced assessments and practices that meet all the client's physical, emotional, psycho-social, spiritual, and daily living needs across the lifespan.
- Knowledge, skill, and ability to educate clients and their families about their condition, treatments, and self-management.
- Knowledge of best practices in primary health care delivery.
- Knowledge and sensitivity to cultural and socio-economic issues of the NWT. Skills and ability to apply this to practice and patient encounters.
- Knowledge of and ability to accurately interpret legislation, regulations, standards, policies, and guidelines related to the NP role.
- Knowledgeable about, sensitive to, and ability to adhere to confidentiality issues, policies, standards, and practices.
- Knowledge of and sensitivity to cultural, social, gender, and age dynamics. Skill and ability to apply to practice and interact with a variety of people in a non-judgmental manner.
- Knowledge, skill, and ability to use and/or learn a variety of software applications on computers.
- Knowledge and ability to answer questions, provide teaching, and greater understanding to help patients make informed decisions.
- Ability to provide emergency care and treatment as needed and within their scope of practice.
- Communication skills including listening, observing, assessing, and reporting, and the ability to write in a clear, cohesive, and understandable manner.
- Conceptual understanding of the model of integrated health care service delivery model and the application of nurse practitioner competencies to multidisciplinary practice settings.
- Ability to identify and network with health and community resources.



- Ability to deal with clients and their families, health care practitioners, and others in situations of extreme stress in a diplomatic, respectful, and empathetic manner.
- Ability to problem solve using a situational approach incorporating conceptual, analytical, interpretive, evaluative, intuitive, and constructive thinking skills.
- Ability to seek out information about the real underlying needs of the client, sometimes beyond those expressed initially, and match to available services.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

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

Completion of a Nursing Degree, completion of a master's program in nursing or certification as a Nurse Practitioner, and five (5) years of relevant clinical nursing/nurse practitioner experience.

Equivalent combinations of education and experience will be considered.

**ADDITIONAL REQUIREMENTS**

Proof of immunization in keeping with current public health practices.

Must be registered with CANNN and be in good standing.

Within the Yellowknife Region, all NPs must be able to acquire, within a reasonable time frame and remain current in, mandatory certifications specific to the role and working environment as outlined in their orientation. This includes, but is not limited to:

- Heart and Stroke Foundation of Canada Basic Life Support
- Nonviolent Crisis Intervention
- Privacy and Confidentiality training
- Infection, Prevention, and Control (IPAC) training
- Training as required to meet Accreditation Canada standards.

**Position Security (check one)**

- ☐ No criminal records check is required.
- ☒ Position of Trust – criminal records check required.
- ☐ Highly sensitive position – requires verification of identity and a criminal record 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