Interlake-Eastern
Regional Health Authority

POSITION DESCRIPTION

POSITION TITLE: PRIMARY CARE NURSE – RAAM (PCN-R)

DEPARTMENT: MENTAL HEALTH AND ADDICTIONS

CLASSIFICATION: NURSE IV

UNION: MNU

REPORTING RELATIONSHIPS

POSITION REPORTS TO: MANAGER HEALTH SERVICES – MENTAL HEALTH AND ADDICTIONS

POSITIONS SUPERVISED: NOT APPLICABLE

POSITION SUMMARY

The Primary Care Nurse - RAAM is a member of the local Rapid Access to Addictions Medicine Clinic (RAAM). The PCN-R is part of an integrated inter-professional team. The PCN-R provides nursing services within a harm reduction model to individuals seeking addictions assessment and treatment, and coordinates with regional Primary Care Providers (PCP). The PCN-R works collaboratively with providers internal and external, (this could include but not limited to MyHealth Teams, physicians, nurse practitioners, community pharmacists, EMS, and a range of health and social agencies), to create and provide a comprehensive service. The PCN-R acts as a resource and knowledge broker regarding harm reduction, addiction/mental health issues and interventions. The goal is to build capacity with primary care to increase the number of individuals who are prescribed Opioid Agonist Therapy (OAT) on their caseloads therefore increasing capacity of RAAM.

The PCN-R facilitates promotion, prevention and education activities that aim to improve understanding about addiction issues and to strengthen individual, family, group and community systems. In collaboration and partnership with other health care providers, clients, their families and community stakeholders, the PCN-R focuses on supporting individuals in their personal recovery where they live, learn, work and socialize.

The position of PCN-R functions in a manner consistent with, and supports the mission, vision and values of the Interlake- Eastern Regional Health Authority.

Interlake-Eastern RHA is committed to responding to the Truth and Reconciliation Commission of Canada's Calls to Action and creating working environments free of racism for both clients and employees. All staff members are encouraged to seek and identify patterns of harm towards Indigenous, black and marginalized clients and employees and to take actions to disrupt any form of racism. Collectively and individually, we are growing cultural competency capacity by implementing the region's anti-racism action plan.

ESSENTIAL FUNCTIONS AND DUTIES

Function and duties include but are not limited to the following:

1. The Registered Nurse practices within their individual scope of practice, competencies, education, training, and experience, and in accordance with the following:
   - The Regulated Health Professions Act (RHPA).
   - The applicable Practice Expectations of CRNM or CRPNM.
   - Entry level competencies for Registered Nurses (RNs) or Registered Psychiatric Nurses (RPNs), as applicable.
   - The Canadian Nurses Association Code of Ethics 2025.

2. The Registered Nurse obtains and maintains the competencies, certifications, and required education relevant to the position as defined by Interlake-Eastern Regional Health Authority.

RESPONSIBILITIES

Care Coordination & Transitions of Care

- Collaborates with RAAM clinic staff to identify individuals receiving OAT who are ready for transfer to a Primary Care Provider (PCP).
- Collaborates with the primary care provider to assist in the transition of the individual from RAAM to Primary Care.
- Facilitates transfer back to the RAAM clinic as the need arises.
- Establishes relationships for RAAM patients without a primary care provider to an appropriate care provider as soon as possible.
- Collaborates on developing and using follow-up systems that ensure individuals or communities receive appropriate and effective services, including crisis planning and intervention.
- Assists in the response to and management of urgent client needs.
- Liaises with the inter-professional team and community service providers to meet individualized client needs.

Clinical Assessment, Planning & Direct Care

- Provides client-centered assessments of health status and functional competence of individuals, families, or populations within environmental and social contexts.
- Develops mutually agreed-upon plans and priorities for care with individuals, families, and/or substitute decision-makers.

- Identifies a range of interventions including health promotion, disease prevention and direct clinical care strategies including harm reduction, along with short and long-term goals and outcomes according to the individual's recovery plan.
- Performs and completes established nursing procedures.
- Uses strength-based approaches to address the needs of individuals, families, and communities.
- Works collaboratively with the client, family, community, other professionals and stakeholders to identify needs, strengths and available resources within a context of mental health promotion, harm reduction, and cultural safety.
- Completes referrals to detox and residential treatment as needed.
- Supports the RAAM clinic when acuity and volume indicates, including:
    - Engages in clinical outreach and provides telephone consultation to patients in need of support or in crisis. Screens, assesses and arranges a follow-up plan which may include further physician care, consultation or a referral to a community service.
    - Facilitates management of specific mediation protocols (OAT, ETOH, Methamphetamines, etc.) including liaising with community pharmacies for the management of RAAM patients on maintenance therapy or on other medications (e.g. missed doses, requests for take home doses or early renewal of medications, etc.) and communicates these with the most responsible primary care provider; maintains documents standards of these in the EMR.
    - Establish relationships for RAAM patients without a primary care provider to an appropriate care provider as soon as possible.

Medication & OAT Management

- Facilitates management of specific medication protocols (OAT, ETOH, Methamphetamines).
- Provides ongoing medication assessment, administration, and monitoring.
- Provides medication teaching and support.
- Acts as a resource to colleagues regarding medications and protocols.
- Liaises with community pharmacies regarding RAAM patient medication management (missed doses, take-home doses, early renewals).
- Ensures documentation is complete and is consistent with regional and established Primary Care Clinic and RAAM policies including the health record, clinical hand-off, incident reports, etc.

Substance Use, Harm Reduction & Health Promotion

- Provides support to PCPs and individuals regarding OAT and social issues associated with substance use disorders.
- Uses harm reduction strategies to identify, reduce, or remove risk factors in a variety of contexts.
- Effectively implements mental health promotion strategies.
- Engages collaborative, interdisciplinary and intersectoral partnerships to address risks to individual, family, community or population health to address prevention and protection issues such as communicable diseases, injury, co-occurring conditions, chronic physical diseases and enduring mental health problems.

Education, Self-Management & Knowledge Translation

- Provides education to primary care on OAT, substance use disorders, RAAM, and pathways in and out of the clinic.
- Provides one-to-one and small group self-management education sessions.

- Understands group dynamics and effectively uses facilitation skills to support group development.
- Acts as a resource and support to primary care clinics, acute care or other IERHA programs for all substance use disorders
- Understands and uses social marketing, media and advocacy strategies to raise awareness of addiction/mental health issues and to reduce stigma regarding addiction/mental health issues.

Outreach & Community Engagement
- Engages in clinical outreach.
- Uses community knowledge to link, refer to, or develop appropriate community resources.
- Uses community development principles through client engagement in a consultative process, building on the readiness of the group or community to participate.

Program Development, Quality & Evaluation
- Contributes to the planning and evaluation of the RAAM Clinic and pathways in and out of the clinic.
- Participates in information management and evaluation activities.
- Participates in the region's Continuous Quality Improvement (CQI) and Accreditation Programs.

Education, Mentorship & Professional Development
- Provides mentorship for new staff and supports student learning.
- Collaborates with in-service education programs to plan, implement, and evaluate orientation and staff development programs.
- Maintains current knowledge of best practices through ongoing professional development and engagement with networks.
- Participates on committees, teams, and working groups at local, regional, provincial, or national levels as requested.

Documentation, Communication & Professional Accountability
- Ensures documentation is complete and consistent with regional, Primary Care Clinic, and RAAM policies (health records, hand-offs, incident reports).
- Organizes and manages workload to meet job requirements.
- Communicates effectively with co-workers to support efficient operations, collaboration, and positive morale.
- Pursuant to the Health System Governance and Accountability Act, Interlake-Eastern RHA is designated bilingual (English/ French). Accordingly, all employees accept the responsibility to support clients in their official language of choice.

OTHER
- Performs other duties as assigned.

QUALIFICATIONS

EDUCATION/CERTIFICATION:
- Baccalaureate Degree in Nursing / Psychiatric Nursing.

- Current active registration with the College of Registered Psychiatric Nurses of Manitoba / College of Registered Nurses of Manitoba.
- Basic Cardiac Life Support and Applied Suicide Intervention Skills Training (ASIST) Certification.

REQUIRED KNOWLEDGE:

- Knowledge of mental health/addictions conditions and interventions, including working with individuals, families, groups and community.
- Demonstrated knowledge of mental health promotion, harm reduction, and counselling strategies.
- Knowledge of health systems, principles of primary health care, population health, and the determinants of health.
- Knowledge of adult clinical assessment, care and treatment, health education and promotion, illness prevention and chronic disease management.
- Demonstrated knowledge of relevant (psychiatric) medications.
- Demonstrated knowledge of cultural safety.
- Demonstrated knowledge of inter-professional collaborative practice and service coordination across the continuum of health services.
- Demonstrated knowledge of adult learning principles.

EXPERIENCE REQUIRED:

- Three (3) years within the last five (5) of related clinical experience.
- Proficiency with Microsoft programs (Outlook, Work, Excel, and PowerPoint) as well as Internet applications and other Information Technology.
- Experience in EMR an asset.

SKILLS/COMPETENCIES:

- Ability to interpret and utilize best practice research data and to incorporate this information into clinical practice and education.
- Knowledge, competence and ability to demonstrate clinical nursing skills and concepts in accordance with approved nursing standards.
- Ability to make effective decisions regarding nursing care.
- Demonstrated effective problem solving, organizational skills and the ability to work independently.
- Demonstrated communication skills and the ability to communicate in non-judgmental approaches which engage and foster trust with target populations.
- Ability to maintain positive working relationships with co-workers and clients.
- Valid Manitoba driver's license and access to a personal vehicle to provide service within Interlake Regional Health Authority.
- Mental and physical ability to meet the demands of the position.
- Given the cultural diversity of our region, the ability to communicate in more than one language would be considered an asset.
- Proficiency of both official languages is essential for target and designated bilingual positions.
- Completes and maintains a satisfactory pre-employment security check.
- Satisfactory employment record.

WORK CONDITIONS

- The incumbent functions autonomously on a day-to-day basis and manages assigned duties accordingly.
- Will be required to travel throughout the region as duties may require.
- No hazardous or significantly unpleasant conditions.
- All health care workers are required to be immunized as a condition of employment in accordance with the Interlake-Eastern RHCA Policy GA-13-P-110 Required Immunizations for Health Care Workers.

WORKPLACE SAFETY AND HEALTH

The incumbent contributes to making the organization safe for clients and staff and recognizes the importance of reporting unsafe situations and participating in follow up reviews as a learning opportunity.

- Provides a safe environment by ensuring the adherence to Manitoba Association of Safety in Healthcare (MASH), Workplace Safety and Health Regulations and Policies and Infection Control Guidelines. Obeys all safety and health rules and follows recommended Safe Work Procedures. Informs supervisor of any unsafe acts, work conditions, incidents, near misses, injuries or illnesses immediately.
- Demonstrates a working knowledge of Workplace Hazardous Materials Information Systems (WHMIS) and adheres to procedures for handling and storing controlled substances as described in the Material Safety Data Sheets (MSDS). Uses personal protective equipment as required.
- Demonstrates understanding of role and responsibilities in fire prevention and disaster preparedness and participates in safety and health training programs including the health facilitys' Fire, Disaster and Evacuation Plan.

PATIENT SAFETY

- Participates in and demonstrates an understanding of patient safety principles and practices into all day to day activities. Follow all safe work practices and procedures and immediately communicates any activity or action which may constitute a risk to patient safety.

Created: May 2026
Date

Revised: _____
Date

Approved by: _____ _____
Regional Manager/ Supervisor — Date

Approved by: _____ May 5, 2026
Vice President/ CEO — Date

Reviewed by: _____ May 6, 2026
Vice President, Human Resources — Date

Position descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed position descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.