



POSITION DESCRIPTION

POSITION TITLE: PUBLIC HEALTH NURSE

DEPARTMENT: PUBLIC HEALTH

CLASSIFICATION: NURSE IV

UNION: MNU

REPORTING RELATIONSHIPS

POSITION REPORTS TO: CLINICAL TEAM MANAGER – PUBLIC HEALTH

POSITIONS SUPERVISED: NOT APPLICABLE

POSITION SUMMARY

Reporting to the Clinical Team Manager – Public Health, the Public Health Nurse applies public health sciences and nursing theory to promote, protect and preserve the health of populations. Public Health Nurses strive to improve the health of all people and reduce inequities among populations by addressing the determinants of health and promoting equitable health outcomes. Public Health services are directed to individuals, families, groups and communities in a continuum across the life span. Public Health Nurses address environmental issues and apply appropriate strategies to prevent injuries, chronic and communicable diseases. Public Health Nurses support reproductive/sexual health and promote the health of postpartum women, infants and families. Public Health Nurses respect diversity, self-determination, empowerment, and community participation and utilize the principles of harm reduction and community development. Public Health Nurses exercise the appropriate level of initiative and independent judgement in determining work priorities, work methods to be employed and action to be taken on unusual matters. The position of Public Health Nurse functions in accordance with the Interlake-Eastern RHA's mission, goals, objectives, policies, procedures, and any applicable legislation.

ESSENTIAL FUNCTIONS AND DUTIES

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

Applies key knowledge and critical thinking skills related to the public health sciences

- Applies knowledge about the health status of populations, inequities in health, the determinants of health and illness, principles of primary health care, strategies for health promotion, disease and injury prevention and health protection, as well as factors that influence delivery and use of health services.
- Applies knowledge regarding the history, structure and interaction of health care services at local, provincial/territorial, national and international levels and in particular as it relates to the Public Health Act and the role of public health staff in the context of communicable disease outbreaks and disaster situations.
- Applies public health and nursing sciences to practice by synthesizing knowledge from a broad range of theories, models and frameworks.
- Uses evidence and research to inform health policies, programs and practice by maintaining and applying evidence-informed nursing and public health theory.
- Pursues lifelong learning opportunities in the field of public health as it relates to current nursing practice, new and emerging issues and the changing needs of the population.

Applies skills to assess and analyze information

- Recognizes when a health concern or issue exists by applying epidemiological principles, knowledge and management/prevention skills especially with respect to injuries, chronic and communicable diseases and environmental issues.
- Identifies relevant and appropriate sources of information, including community assets and resources.
- Collects, stores, retrieves and uses accurate and appropriate information regarding public health issues.
- Assesses the health status and functional competence of communities, families, individuals and populations within the context of their environmental and social supports across the lifespan.
- Analyzes information to determine appropriate implications, issues, gaps and limitations.
- Determines the meaning of information, considering the current ethical, political, scientific, socio-cultural and economic contexts.
- Recommends specific actions based on the analysis of information. This includes encouraging and supporting communities, families and individuals to balance choices with social responsibility to create a healthier future.

Plans, implements and evaluates policies, programs and/or practice in public health

- Describes selected policy and program options to address a specific public health issue as well as the roles and responsibilities of the Public Health Nurse and Medical Officer of Health as it relates to the Public Health Act.
- Describes the implications of each option, especially as they apply to the determinants of health and recommends or decides on a course of action.
- Develops a plan to implement a course of action taking into account relevant evidence, legislation, emergency planning procedures, regulations and policies.
- Implements a policy or program and/or takes appropriate action to address specific public health issues in communities, across communities and across the region.

- Provides care for all client levels using the nursing process: assessment, planning, implementation and evaluation, based on evidence-informed decision-making, including available service delivery standards and practice guidelines.
- Collaborates with and refers to other service providers and experts as needed.
- Accepts and responds to referrals from service providers and community members and groups.
- Conducts health assessments at the individual, family and community level.
- Immunizes, tests, provides treatment/medication in accordance with standards and clinical practice guidelines and requirements as appropriate.
- Evaluates an action, policy or program.
- Sets and follows priorities and maximizes outcomes based on available resources.
- Develops a plan and implements and evaluates responses to a public health emergency or disaster.

Works with others to improve the health and wellbeing of the public through the pursuit of common goals

- Develops therapeutic relationships with clients.
- Identifies and collaborates with partners in addressing public health issues.
- Engages in inter-professional practice and collaborates with members of the multi-disciplinary health care team.
- Builds partnership, coalitions and networks using community development approaches and skills such as team building, negotiation, conflict management and group facilitation.
- Mediates between differing interests in the pursuit of health and wellbeing and facilitates equitable access to resources.
- Advocates for healthy public policies and services that promote and protect the health and wellbeing of individuals and communities.
- Uses client-centered approach involving individuals, families, groups and communities as active partners to identify assets, strengths and available resources and to take action to address health inequities, needs, deficits and gaps.

Interacts effectively with diverse individuals, groups and communities

- Addresses population diversity when planning, implementing, adapting and evaluating public health services and policies.
- Applies culturally-relevant and appropriate approaches with people from diverse cultural, socioeconomic and educational backgrounds, sexual minorities, and persons of all ages, gender, health status and abilities.
- Integrates and applies a harm reduction approach.

Communicates effectively with individuals, families, groups, communities and colleagues

- Interprets information from professional, non-professional and community audiences.
- Connects with individuals and communities by using professional and respectful communication skills, appropriate media, community resources, Health Behaviour Change concepts and contributes to social marketing projects.
- Facilitates groups, presents and applies the principles of adult learning in education with the public and health care providers.
- Uses current technology to communicate effectively.

Provides leadership in a variety of settings

- Contributes to developing key values and a shared vision in planning and implementing public health programs and policies in the community.
- Contributes proactively to the quality of the work environment by identifying needs, issues and solutions.
- Mobilizes colleagues and actively participates in team and organizational structures and mechanisms.
- Advocates for societal change in support of health for all.
- Systematically evaluates the availability, acceptability, quality, efficiency and effectiveness of public health practices.
- Provides regional public health program assistance as determined by operational need.

Builds capacity, improves performance and enhances the quality of the working environment

- Applies the mission, vision, values and priorities of the Interlake-Eastern RHA in practice.
- Uses health ethics to manage self, others, information, resources and practice in accordance with all relevant standards, legislation and codes of ethics.
- Contributes to maintaining organizational performance standards and a healthy responsive workplace and organization.
- Builds capacity by sharing knowledge through participation in professional and practice development activities, mentoring students, orientating new staff, providing constructive feedback to colleagues and participating in research and quality assurance initiatives, e.g. participation in regional working groups and program teams.
- Completes documentation as per regional and professional standards.
- Collects relevant statistical information related to services provided and client satisfaction.
- Coordinates and facilitates activities of staff.
- Assists in the effective provision of staff resources to meet client/community needs within the program, e.g. planning and implementing vacation and sick coverage, participates in problem solving related to staffing of flu and school based immunization clinics.
- Adheres to established policies and procedures.
- Takes preventive, as well as corrective action, individually or in partnership with others to protect individuals from unsafe, incompetent and unethical circumstances.
- Responsibly uses and maintains equipment and supplies.
- Supports clerical staff and Families First Home Visitors as needed.
- Provides coverage for the program as required.
- Contributes to making the organization safe for patients, residents, clients and staff, and recognizes the importance of reporting unsafe situations and participating in follow up reviews as a learning opportunity.

OTHER:

- Perform other duties as assigned.

QUALIFICATIONS

EDUCATION/ CERTIFICATION:

- Active Practice Registration with the College of Registered Nurses of Manitoba required.
- Baccalaureate Degree in Nursing required.
- Basic Life Support (BLS) Certification required.
- Douglas College Breastfeeding Certificate preferred.
- Completion of the Public Health Agency of Canada's Skills Enhancement for Public Health Program preferred.
- Completion of Education Program for Immunization Competencies (EPIC), or willingness to complete within 3 months of employment.

REQUIRED KNOWLEDGE:

- Proficiency in Microsoft Office Applications and email required.
- Knowledge of research and statistical methods preferred.
- Understanding of *Public Health Act* and the legislated role of the public health nurse required.
- Good understanding of *The Personal Health Information Act* and ability to maintain confidentiality required.

EXPERIENCE REQUIRED:

- Minimum of two (2) years full time equivalent experience in Public Health Nursing in the last five (5) years or related nursing field with emphasis on health protection, illness prevention, health promotion and community development required.
- Demonstrated application of harm reduction principles in nursing practice preferred.

SKILLS/ COMPETENCIES:

- Demonstrated ability to work autonomously and independently in a variety of settings.
- Demonstrated ability to engage in inter-professional practice and collaborate with members of the multi-disciplinary health care team.
- Demonstrated ability to maintain both professional nursing standards and public health standards.
- Demonstrated ability to apply a population health promotion model while considering the social determinants of health.
- Demonstrated ability to integrate and apply both behavior change and harm reduction concepts.
- Demonstrated decision making and problem solving skills in complex situations.
- Demonstrated written and oral communication skills.
- Demonstrated effective collaboration, negotiation, and conflict resolution skills.
- Given the cultural diversity of our region, the ability to communicate in more than one language would be considered an asset.
- Demonstrated ability to respect confidentiality including paper, electronic formats and other mediums.
- Demonstrated ability to meet the physical and mental demands of the job.
- Valid drivers' license.
- Good work and attendance record.
- Completes and maintains a satisfactory pre-employment security check.

- Satisfactory employment record.

OTHER

- Performs other duties as assigned.
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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.
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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 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 facilities 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.
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Created: _____
Date

Revised: _____
January 2018
Date

Approved by: _____
Regional Manager/ Supervisor _____
Date

Approved by:

Vice President/ CEO

Date

Reviewed by:

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.