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## POSITION DESCRIPTION

**POSITION TITLE:** PALLIATIVE CARE SPECIALIST - PSYCHOSOCIAL

**DEPARTMENT:** HOME CARE

**CLASSIFICATION:** SOCIAL WORKER

**UNION:** MGEU – PROFESSIONAL TECHNICAL

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## REPORTING RELATIONSHIPS

**POSITION REPORTS TO:** CLINICAL TEAM MANAGER HOME CARE AND ALLIED HEALTH

**POSITIONS SUPERVISED:** NOT APPLICABLE

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## POSITION SUMMARY

Reporting to the Clinical Team Manager Home Care and Allied Health, the Palliative Care Specialist - Psychosocial is responsible as a member of an integrated Palliative Care Team to ensure the provision of psychosocial support for individuals and families of the Palliative Care Program. The Palliative Care Specialist – Psychosocial provides a whole person approach to consultation, clinical assessment, treatment, referral and counseling services for individuals and families living with terminal illness and subsequently dealing with grief and bereavement. The Palliative Care Specialist – Psychosocial participates as a member of an interdisciplinary team providing comprehensive, people-centered care to patients and their families and provides education to patients, families, staff and community groups as required. The Palliative Care Specialist – Psychosocial participates in program evaluation as required and in research and educational programs as possible. The incumbent will exercise professional judgment in the completion of their duties and action to be taken on unusual day to day matters.

The position of Palliative Care Specialist – Psychosocial functions in a manner that is consistent with, and supports the mission, vision and values of the Interlake Eastern Regional Health Authority.

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## ESSENTIAL FUNCTIONS AND DUTIES

The Palliative Care Specialist - Psychosocial is responsible for the development and delivery of professional psychosocial support to the identified palliative care clients, which includes but is not limited to the following:

- Collaborates with other palliative care team members in the identification of patients and their support networks requiring social work services related to end of life experiences.
- Meets with patients and families, in the patient's home, hospital, personal care home or other facility, to assess psychosocial and supportive care needs and develops a plan of care to enhance, promote and maintain optimal psychosocial functioning of the patient and family. Helps the patient and family cope with the emotional, psychological, social, spiritual and functional aspects of end of life.
- Provides palliative social work care to patients and families through a range of interventions, including but not limited to individual, family and small group counselling, Dignity Therapy, grief counselling and/or referrals to other resources.
- Provides expert consultation and coordination of services in order to improve the delivery of palliative care, and promotes the appropriate utilization of palliative care services within the Interlake Eastern Regional Health Authority.
- Where appropriate, participates in joint visits with Palliative Care Nurses, to collaborate and assist in assessing psychosocial needs, to support team members in challenging situations, or to help explain or discuss information/resources or regional policy issues.
- Collaborates with, and provides clinical consultation to, other care providers (e.g. Home Care services, Acute Care, Seniors Services, Long Term Care) to address palliative care patient or family needs.
- Practices according to the Canadian Palliative Care Standards Norms of Practice and is committed to ensuring high quality palliative care.
- Assists with training of multidisciplinary caregivers to enhance the support and comfort of clients and their families, from diagnoses through bereavement.
- Actively maintains knowledge of programs and services available to patients and families.
- Helps patients and families access available programs and services (e.g. financial assistance, community supports etc.).
- Actively participates in the planning and delivery of educational and supportive care programs to patients, the public and other health care providers.
- Helps identify and prevent compassion fatigue and promotes compassion satisfaction amongst colleagues and self.
- Participates as a member of regional teams as well as other provincial or national initiatives aimed at the improvement of palliative care.
- Participates in the development of procedures and protocols in conjunction with the Clinical Team Manager Home Care and Allied Health regarding the delivery of palliative care services, within operational boundaries.
- Advises and assists management in ensuring that program planning is responding effectively to client needs.
- Works in collaboration with the palliative care team and the Volunteer Coordinator to develop volunteer services and programs related to the psychosocial care of patients and families.
- Assumes responsibility for own professional growth and development.
- Adheres to all palliative care policies and procedures and ensures that service goals and care standards are met.
- Communicates pertinent services issues and needs to supervisor and colleagues in a timely fashion.
- Contributes to making the organization safe for patients, clients and staff, and recognizes the importance of reporting unsafe situation and participating in follow up reviews as a learning opportunity.

- Pursuant to the Regional Health Authority 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.
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**QUALIFICATIONS**

**EDUCATION/CERTIFICATION:**

- Bachelor's Degree in Social Work (BSW). May consider a degree in applicable clinical degree designation with preference of a clinical masters degree
- Current registration and a member in good standing with Manitoba College of Social Workers

**REQUIRED KNOWLEDGE:**

- Knowledge of palliative care philosophy, systems and programs
- Knowledge of relevant legislation and standards
- Knowledge of Indigenous historical experience and cultural safety an asset.

**EXPERIENCE REQUIRED:**

- Minimum of five years' experience in social work clinical practice, consultation, and team building in a health care setting
- Experience in psychosocial assessment and counselling models

**SKILLS/COMPETENCIES:**

- Demonstrated ability to function within the professional code of ethics, professional standards and legislative requirements of the profession
  - Proficiency with MS Office and Windows
  - Demonstrated oral and written communication skills
  - Valid Manitoba drivers license and access to a vehicle
  - 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.
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**WORK CONDITIONS**

- The incumbent will make decisions within the parameters of the program assigned, and will function independently on a day-to-day basis and manages assigned duties accordingly.
- May provide service to clients with challenging behaviors at times.
- Will be required to travel throughout the region as duties 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 RHA 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 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 facility's 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. Follows all safe work practices and procedures and immediately communicates any activity or action which may constitute a risk to patient safety.

Created: \_\_\_\_\_  
Date

Revised: \_\_\_\_\_  
April 2023  
Date

Approved by: \_\_\_\_\_  
Regional Manager/ Supervisor \_\_\_\_\_  
Date

Approved by: \_\_\_\_\_  
Regional Lead/ CEO \_\_\_\_\_  
Date

Reviewed by: \_\_\_\_\_  
Regional Lead, 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 job 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.*