



POSITION DESCRIPTION

POSITION TITLE:	SPEECH LANGUAGE PATHOLOGIST - LEAD
DEPARTMENT:	ALLIED HEALTH SERVICES
CLASSIFICATION:	SPEECH LANGUAGE PATHOLOGIST - LEAD
UNION:	MGEU – TECHNICAL PROFESSIONAL

REPORTING RELATIONSHIPS

POSITION REPORTS TO:	REGIONAL MANAGER ALLIED HEALTH
POSITIONS SUPERVISED:	MAY PROVIDE PROGRAMMATIC DIRECTION TO SPEECH LANGUAGE THERAPISTS AND REHABILITATION ASSISTANTS

POSITION SUMMARY

Under the direction of the Regional Manager Allied Health, the Speech-Language Pathologist Lead (SLP Lead) provides leadership for discipline-specific professional practice within the mission, vision and values of the Interlake-Eastern Regional Health Authority. The SLP-Lead is responsible for the coordination and provision of Speech-Language Pathology services to clients in facilities and communities. In collaboration with the multidisciplinary team and external agencies/services the SLP-Lead is primarily involved in program development, the provision of clinical supervision to assigned staff, the development of program metrics and outcome measurements, completes assessment, intervention, planning and implementing a program for the client, discharge planning and follow up of referred clients. In addition, the SLP-lead is involved in education of clients, family, other health care staff and auxiliary staff with regard to speech-language treatment, the management of the client's health problems, and preventative techniques. The primary goals are the promotion of health and the preservation or restoration of function needed by individuals of all age groups and with varying health problems to maintain or increase independence within their home or community. The SLP-Lead's practice will be based upon a client centered approach that emphasizes the involvement of clients in defining what optimal health and functioning means to them. The position of SLP Lead functions in a manner consistent with, and supports the Mission, Vision and Values of the Interlake-Eastern Regional Health Authority.

ESSENTIAL FUNCTIONS AND DUTIES

The Speech Language Pathologist Lead will carry out the functions and duties of the Speech Language Pathologist which include but are not limited to the following:

- Accepts, organizes, prioritizes and schedules client referrals from community, facility and home care for the efficient delivery of services
- Understands and is sensitive to the needs of a diverse population and adjust interactions appropriately to foster fair treatment and opportunity for all.
- Applies clinical skills and knowledge in the assessment of the client's skills, functioning level, and abilities and in collaboration with the client/family develops an individualized therapeutic treatment plan that incorporates training and education and where possible emphasizes the principles of health promotion and client participation in the home environment.
- Investigates and explores alternative resources to meet the needs of the client where applicable and makes recommendations to assist in effective management of the client.
- Assists clients with the implementation of the program plan through education and counseling to the client/family and other staff who may be monitoring the plan in outlying facilities.
- Provides education and direction to health care providers who may be responsible for ensuring the treatment is followed by clients.
- Prepares and provides education to staff as it relates to client care and Speech-Language Pathology best practices.
- Monitors and evaluates the plan on an ongoing basis and changing client needs.
- Advocates on behalf of the client to successfully achieve goals.
- Utilizes evidence based practice and techniques within the scope of Speech-Language Pathology and critical thinking skills to guide decision making.
- Acts as member of a multidisciplinary team to promote effective, client-based services.
- Communicates, consults and collaborates with other health care professionals of the multidisciplinary team regarding assessment findings, goals and the implementation of the treatment plan.
- Attends care conferences, discharge planning and multidisciplinary meetings on a regular basis.
- Documents in a timely manner, summarizing assessment findings, goals, treatment plan and intervention, utilizing the appropriate documentation formats.
- Completes required documentation including statistical reporting, as required and within established timelines.
- Liaises, consults and exchanges verbal and/or written format with external agencies as it related to the client's care.
- Provides directional assistance for the rental and/or purchase of equipment as determined by the client assessment in collaboration with the client, family and facility.
- Participates in orientation and mentoring of therapy support staff, students and interns.

- Participants in patient safety and quality risk management initiatives at an individual program and regional level, as required. Participates in health promotion activities throughout the region.
- Acts as a representative of Allied Health Services in all aspects of the program, e.g., communicates with facility and community services/programs and other sectors, participates on regional working groups, on facility leadership meetings and on community committees.
- Attends staff meetings
- Performs other duties as assigned.

The Speech Language Pathologist Lead will carry out the additional lead functions and duties which include but are not limited to the following:

- Represents the profession on IERHA Interdisciplinary team.
- Represents IERHA on relevant leadership groups, advisory committees or working groups.
- Coordinates professional representation as requested to site and external organizations, committees and other activities.
- Develops and maintains discipline-specific standards of practice and tools.
- Collaborates with their manager on resource requirements, recruitment, performance monitoring, and program planning.
- Leads professional staff in providing patient-focused care based on professional-specific and evidence-based standards of practice.
- Ensures current registration and licensure of professionals is maintained.
- Monitors compliance with professional regulations and practice standards.
- Provides clinical supervision of assigned professional support or technical staff in collaboration with the manager.
- Coordinates discipline specific Professional Advisory Committee Council meetings.
- Develop, implement and maintain policies and procedures related to professional practice standards in collaboration with the manager.
- Disseminates information on continuing education opportunities, identifying learning needs and coordinating continuing education sessions for staff on relevant topics.
- Leading the development and implementation of discipline-specific quality management processes.
- Coordinates the implementation, analysis and monitoring of professional-specific workload measurement systems.
- Coordinates preventative maintenance/quality control programs for current discipline-specific programs and equipment.

OTHER

- Identifies and addresses own learning needs through continuing education, clinical research and/or other academic pursuits at a facility, regional, or provincial level as available.

RESPONSIBILITIES AND ACCOUNTABILITIES ARE ASSIGNED IN BROAD ORGANIZATIONAL OBJECTIVES. THE POSITION IS SUBJECT TO REVIEW OF GENERAL EFFECTIVENESS AND ATTAINMENT OF OBJECTIVES THROUGH PERFORMANCE MEASUREMENTS.

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Masters Degree in Speech-Language Pathology
- Active registration and in good standing with the College of Audiologists and Speech Language Pathologists of Manitoba
- Eligible to practice and maintain licensure in Manitoba
- Certifications by the Canadian Association of Speech Language Pathology and Audiology preferred
- Training in fiscal and human resources management preferred

REQUIRED KNOWLEDGE:

- Knowledge of computer systems and current and related software applications

EXPERIENCE REQUIRED:

- Five (5) years recent experience in the field of Speech-Language Pathology – Adult services preferred.
- Previous experience in an institutional setting required and additional experience in a community therapy services setting preferred.
- Previous supervisory experience required.

SKILLS/COMPETENCIES:

- Skilled ability in the assessment, identification and treatment of clients of varying ages and with diverse diagnoses
- Strong organizational, interpersonal, problem-solving, verbal and written communication skills.
- Ability to build and maintain positive working relationships and to work in a multidisciplinary team based working environment.
- Excellent organizational and prioritization skills
- Ability to work independently in a self-directed manner and as a team member in a variety of environments.
- Mental and physical health to meet the demands of the job required.
- Province of Manitoba Class V driver's license and access to a vehicle to provide services within the IERHA as needed.
- 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.
 - Require a road worthy vehicle, a valid driver's license and liability insurance of at least \$1,000,000.00.
 - 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 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: _____
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 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.