



## POSITION DESCRIPTION

<b>POSITION TITLE:</b>	PRIMARY CARE NURSE – RENAL HEALTH
<b>DEPARTMENT:</b>	ACUTE CARE – RENAL HEALTH PROMOTION
<b>CLASSIFICATION:</b>	NURSE 4
<b>UNION:</b>	MNU

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## REPORTING RELATIONSHIPS

<b>POSITION REPORTS TO:</b>	CLINICAL TEAM MANAGER – ACUTE CARE, HODGSON & BEREN’S RIVER RENAL HEALTH CENTRE
<b>POSITIONS SUPERVISED:</b>	NOT APPLICABLE

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## POSITION SUMMARY

Within a multi-disciplinary practice team, the Primary Care Nurse (“PCN”) – RN provides access to first level of basic health care within the scope of the College of Registered Nurses of Manitoba (“CRNM”) including *The Registered Nurses Act*, Standards of Practice for Registered Nurses and the Code of Ethics for Registered Nurses. The PCN – Renal Health focuses on primary and secondary prevention of renal disease for individuals and communities within the Interlake Eastern RHA catchment area. The PCN – Renal Health provides comprehensive care with an emphasis on healthy living, illness prevention, health education, chronic disease management, clinical intervention and palliation. The PCN – Renal Health develops and implements a health plan with clients working collaboratively with the Manitoba Renal Program which is critical in ensuring ongoing service coordination, health care navigation and the linking of clients with necessary resources. The PCN – Renal Health is responsible for providing quality nursing care for clients with Chronic Kidney Disease (CKD) and works with vulnerable communities to develop health promotion strategies and programs in partnership with the Manitoba Renal Program (MRP), MRP Outreach, Interlake Eastern RHA Primary Care programs and community stakeholders. The position of PCN – Renal Health functions in a manner consistent with, and supports the Mission, Vision and Values of the Interlake-Eastern Regional Health Authority.

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## ESSENTIAL FUNCTIONS AND DUTIES

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

- Applies recognized clinical guidelines and best practices to screening, monitoring and nursing assessment of client's physical and emotional well-being.
- Conducts a comprehensive assessment, including a complete health history (medical, presenting condition/problem, functional abilities, social context, cultural well-being, emotional, individual coping strategies, support systems, value systems). Completes physical examination and obtains any other information relevant to the development of the health plan.
- Identifies and within the scope of practice, manages kidney health, disease prevention and maintenance, acute and chronic illness related conditions
- In collaboration with the client and other service providers, conducts risk assessments related to renal health and CKD and develops appropriate health plans to reduce/ prevent risks.
- Acquires and maintains expertise in the management of kidney and chronic diseases consistent with practice guidelines.
- Acts as a resource to other members of the health care team with regards to the primary care management of renal and chronic diseases.
- Identifies educational requirements and readiness of clients- as a component of an overall health assessment.
- Employs health promotion, health education strategies, and harm reduction strategies to support behavioural changes conducive to health (e.g. smoking cessation, physical activity, nutrition/diet), jointly with the client and family, defining and incorporating these strategies into the health plan.
- Acquires, develops and evaluates teaching materials and tools, with consideration for cultural, physical, intellectual and environmental factors.
- Provides supervision, mentorship, orientation and teaching opportunities to students ensuring that program goals and objectives are met.
- Demonstrates leadership in primary care and renal health programs and services (e.g. CKD, chronic disease management, shared care models, orientation).
- Participates in the planning and development of renal health policies, procedures and operations.
- Identifies and collects performance and quality improvement data, and initiates corrective actions.
- Actively participates in relevant meetings and committees (e.g. team, program, community).
- Participates in the orientation and training of new staff.
- Participates in relevant staff wellness-related initiatives at the work-site and/or region.
- Advances primary care and renal health nursing through participation in professional development and practice development activities by participating in research and quality assurance initiatives.
- Acquires and maintains a comprehensive understanding of health/social services and referral processes including diagnostic services, specialists, hospital care, rehabilitation and support programs, educational programs and community based health agencies.
- Refers clients to the most appropriate services in a timely and supportive manner and provides support to the Manitoba Renal Program and other members of the team to access services on behalf of the client.

- Establishes and maintains effective working relationships across programs and services within the region.
- Establishes and maintains effective working relationships with appropriate Federal, Provincial and First Nation health services and social services agencies.
- Communicates effectively with clients, families, communities, family physicians, and health care team members; establishing and maintaining effective interpersonal relationships with all.
- Advocates on behalf of clients and families.
- Maintains knowledge base of current literature and best practices in primary health care, renal health, and CKD principles and maintains practice guided by these principles.
- Performs other duties as assigned.

**OTHER**

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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.

**PERFORMANCE MEASUREMENTS:**

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**QUALIFICATIONS**

**EDUCATION/CERTIFICATION:**

- Bachelors Degree in Nursing required.
- Master of Nursing preferred.
- Current registration with the College of Registered Nurses of Manitoba required and a member in good standing.
- Current certification in Basic Cardiac Life Support Certification (BCLS) required.

**REQUIRED KNOWLEDGE:**

- Willingness to obtain further education and training in renal health and disease.
- Working knowledge of computers required.

**EXPERIENCE REQUIRED:**

- Minimum of two (2) years in the last five (5) years of direct related experience in a Primary Care Clinic, community health nursing, northern nursing, and/or ambulatory care nursing setting with an emphasis on primary care and renal health services.
- Experience in renal health preferred.
- Proficient clinical skills in physical examinations and nursing interventions required.
- Experience working with community partners and stakeholders required.
- Experience in adult education principles and research methods preferred.
- Experience working with First Nations clients and communities preferred.

- Experience in community development and capacity building preferred.

**SKILLS/COMPETENCIES:**

- Leadership skills and ability to work within multidisciplinary team.
  - Ability to work, problem solve and make decisions both interdependently and independently as required.
  - Ability to adapt readily to changing demands and situations.
  - Ability to work with minimal supervision.
  - Ability to maintain good working relationships in a multidisciplinary team setting.
  - Good physical and mental health to meet the demands of the position.
  - Effective verbal and written communication skills required.
  - Up to date immunization record.
  - Manitoba Class 5 drivers license and access to a reliable vehicle required.
  - Willing to travel in small aircraft to remote communities and travel on unpaved secondary roads.
  - Completes and maintains a satisfactory pre-employment security check.
  - Satisfactory employment record.
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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.
  - 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.
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Created: April, 2014  
Date

Revised: \_\_\_\_\_  
Date

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

Approved by: \_\_\_\_\_  
Vice President/ CEO Date

Reviewed by: \_\_\_\_\_  
Executive Director, Human Resources Date

*Job 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.*