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## POSITION DESCRIPTION

<b>POSITION TITLE:</b>	AUDIOLOGIST
<b>DEPARTMENT:</b>	ALLIED HEALTH SERVICES
<b>CLASSIFICATION:</b>	AUDIOLOGIST
<b>UNION:</b>	MGEU – TECHNICAL PROFESSIONAL
<b>STD GRP. #</b>	

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## REPORTING RELATIONSHIPS

<b>POSITION REPORTS TO:</b>	REGIONAL DIRECTOR, ALLIED HEALTH
<b>POSITIONS SUPERVISED:</b>	NOT APPLICABLE

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## POSITION SUMMARY

The Audiologist is a member of the Allied Health Team, and is responsible for all aspects of the Audiology program and services. Emphasizes early identification of hearing loss, prevention of hearing loss, hearing health promotion and rehabilitation in an attempt to minimize the negative impact of hearing loss. The Audiologist plays an important role in enhancing and maintaining information sharing and collaboration between community-based, school-based and hospital services. The major focus of the position will be the assessment and treatment of children while also working with all age groups and will provide clinical support to the Audiology Assistant and the Newborn Hearing Screeners.

The position of Audiologist 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:

- Develops and maintains a multidisciplinary framework of service delivery.
- Develops and maintains effective referral, intake and assessment procedures.

- Assesses client needs and/ or conditions related to hearing loss by administering and interpreting a wide battery of audiologic tests.
- Establishes therapeutic intervention plans based upon analysis of tests and results to effectively manage the clients impairment.
- Counsels the client and/ or significant others.
- Completes written report on each patient summarizing test results and recommendations.
- Forwards reports to authorized agencies/ clinics.
- Provides hearing aid selection services for all age groups.
- Provides hearing aid fitting and monitoring for all age groups.
- Serves as public consultant to school divisions, nursery and day care centres, regarding the special requirements of deaf and hard of hearing children.
- Serves as public consultant regarding and hearing conservation matters through provision of educational materials and instructional services.
- Provides and maintains personal Frequency Modulation (FM) amplification systems for students with significantly auditory impairments.
- Monitors electroacoustic characteristics of personal amplification devices.
- Conducts minor repairs to personal amplification systems.
- Monitors audiometric equipment with regular biologic and/ or electroacoustic calibration checks.
- Maintains calibration records.
- Maintains preventative maintenance records to formulate a strategy for ongoing equipment replacement.
- Evaluate service delivery and conducts an on-going assessment of community needs to determine modifications to services.
- Ensures clinical skills are maintained adequately and certification requirements are met.
- Identifies own individual educational needs and develops an educational pathway to meet those needs.
- Assists in the supervision and education of students.
- Provides clinical support to the Audiology Assistant and Universal Newborn Hearing Screener.
- 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:**

- Masters degree in Audiology required.
- Membership and full registration with the Manitoba Speech and Hearing Association required.
- Eligibility for membership in the Canadian Association of Speech & Language Pathologists and Audiologists required.

**REQUIRED KNOWLEDGE:**

- Current knowledge regarding developments in the field of Audiology required.
- Working knowledge of Windows based programs (Microsoft Word, Excel, Outlook) and internet.
- Familiarity with Electronic Medical Records (EMR).

**EXPERIENCE REQUIRED:**

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**SKILLS/COMPETENCIES:**

- Demonstrated ability to work with children and families.
  - Excellent interpersonal skills required.
  - Effective written and verbal communication skills required.
  - Ability to work and make decisions independently and/ or through collaboration as required.
  - Ability to build and maintain positive working relationships and to work in a multidisciplinary team based working environment.
  - Ability to work with minimal supervision.
  - Valid Manitoba drivers license.
  - 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 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 RHA Policy GA-13-P-110 Required Immunizations for Health Care Workers.
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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. Follow all safe work practices and procedures and immediately communicates any activity or action which may constitute a risk to patient safety.

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

Revised: \_\_\_\_\_  
March 2020  
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.*