



## JOB DESCRIPTION

<b>Job Title:</b> Registered Practical Nurse	<b>Department:</b> Nursing	<b>Division:</b> Miramichi Lodge	<b>Reports to:</b> Director of Care
<b>Revision Date:</b> October, 2004	<b>Salary Grid:</b>		

<b>Approval:</b>	Department Head	_____
	Supervisor	_____
	Employee	_____
	Staff Administration Committee	_____
		_____
		_____

### Position Summary:

To perform duties which provide optimum individualized resident care, under the direction of the Registered Nurse. Acts as liaison (team leader) between the R.N. and the care team. Required to perform duties in accordance with the Standards of Nursing Practice, College of Nurses of Ontario, and Long Term Care Legislation.

### Qualifications:

- A Registered Practical Nurse with a current certificate of competent from the College of Nurses of Ontario,
- Post-R.P.N. education in gerontology or related field, preferred,
- A Medication Administration Certificate from a Community College, as recognized by Ministry of Health,
- High School graduate or equivalent,
- Experience in a Long Term Care setting with demonstrated leadership skills,
- Excellent verbal and written communication skills,
- Ability to work with peers in a team approach,
- Physically able to perform assigned duties,
- Ability to perform shift work requirements in a 7 day a week operation,
- Computer literacy an asset,
- Ability to meet and maintain health requirement standards of Miramichi Lodge, as per Long Term Care Legislation.



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### Position Responsibilities:

1. Performs the responsibilities of the position within the legislative and regulatory standards set out in the applicable Provincial and Municipal Acts. Performs the responsibilities of the position consistent with the Operational policies of the County of Renfrew.
2. Ensuring resident care is provided in a manner reflective of Home's Mission Statement.
3. Responsibility for the safe, accurate administration of medication and treatments provided to residents, while maintaining complete and accurate applicable documentation.
4. Assisting with regular assessments of resident needs through the development, update, and evaluation of resident care plans (including short and long term goals).
5. Participating in all aspects of resident care, while continually ensuring the safety of residents.
6. Assisting in maintaining an environment to meet the physical, emotional, spiritual, and psycho social needs of the residents.
7. Assessing resident need for recreational and rehabilitation programs, as appropriate, and encourages resident participation in same.
8. Assisting with serving of meals, nourishments, and dietary supplements.
9. As team leader, functioning as a liaison between all members of the care team and the Registered Nurse, while promoting and encouraging all team members to respect the individuality of each resident and their independence.
10. Establishing a good rapport with residents= families and significant others, offering support as required.
11. Ensuring daily, the neatness of residents= rooms (including chests of drawers, clothes closets, etc.), utility rooms, serveries, bathrooms.
12. Obtains appropriate professional development to ensure skills and abilities in LTC are maintained.
13. Assists members of the interdisciplinary team to ensure the needs of our residents are met.
14. Assisting in the evaluation of nursing staff.
15. Maintaining regular attendance at work.



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16. Performing other related duties, as required.

17. Protects own health and health of others by adopting safe work practices, reporting unsafe conditions immediately, and attending all relevant in-services regarding occupational health and safety. Follows all guidelines for employees and employers as legislated under the Ontario Occupational Health and Safety Act.

**The foregoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all of the work requirements that may be inherent in this classification.**