



Position Summary

Position Title: Outreach Registered Practical Nurse, Part Time

Reports to: Program Director

National Occupation Classification: 3152

Revised: May 2025

Summary:

The Registered Practical Nurse is responsible to assist in primary care functions and participates in the development, implementation, monitoring and evaluation of programs and services of the Quest CHC Team. The position has a strong emphasis on health promotion, disease prevention, and community capacity building and works within a harm reduction framework. These duties are accomplished as part of an interdisciplinary team of professionals whose objectives are to provide primary health care and follow-up for Seasonal Agricultural Workers Health Program (SAWHP) during clinic and through outreach to farms.

Key Objectives:

1. Provide primary health care services within the scope of the RPN professional standards including: physical assessment, screening, triage, health education/counselling, history taking, managing lab requisitions, referral and follow-up, and other clinical activities according to the College of Nurses of Ontario Standards of Nursing Practice. Consult with medical staff and other providers when the client's condition requires care beyond the scope of practice (RPN).
2. Be part of an interdisciplinary team assisting with the development, analysis and implementation of policies and procedures for the benefit of improvement to the delivery of health care services for SAWP.
3. Ensure appropriate comprehensive treatment is provided by maintaining complete and accurate charts and medical records.

4. Participating in the Integrated Community Lead (ICL) Model including participation in community meetings, organizing and hosting, and follow-up for the ICL model for complex care needs clients (eg. Health Link clients).
5. Provide treatment/planning including: collaborating with Primary Care and other Allied health staff, implement and discuss appropriate individualized care plan based on best practices; provide nursing care and delegated treatment; refers and arranges follow up as necessary.
6. Provide education to clients including: help clients to identify and use health resources, involve clients in decisions about their own health, encourages clients to take action for their own health, supports health education and other activities that assist, promote and support clients as they strive to achieve the highest level of health.
7. Ensure adequate supplies are available for the operation of the CHC, including medical and laboratory supplies, vaccines and medication. Sterilize equipment as needed.
8. Maintain and update medical directives, protocols and procedures in collaboration with the Primary Care and Program Director.
9. Participate in and share responsibility for the on-call coverage offered by Quest CHC.
10. Provide input for development of strategic plans, and attend and participate in staff meetings and special projects as assigned.
11. Work within the full scope of practice. Meet organizational quality and quantity of work standards. Comply with applicable medical directives, policies, regulations, ethical standards and legislation.
12. Promote the mission, vision, values and philosophy of care developed by Quest CHC.
13. Participate in the development planning and evaluation of treatment, education, counseling and health promotion activities of the Quest Community Health Centre.
14. Participate and comply with all health and safety processes and initiatives to ensure the organization remains a safe workplace.
15. Maintain and develop professional competence through continuing education.

Qualifications:

Education

- Possession of a Registered Practical Nurse diploma (RPN) from an accredited School of Nursing is required.
- Current and valid registration with the College of Nurses of Ontario as a Registered Practical Nurse RPN.

Experience

- 1 to 3 years experience working with in an interdisciplinary team in a community, hospital and or long-term care environment.
- Current certification or willingness to become certified in Non-Violent Crisis Intervention (NVCi).
- Experience in working with hazardous chemicals and materials and associated preventive measures outline/required by product Safety Data Sheets and WHMIS

Skills and Abilities

- Awareness of and sensitivity to the health issues of the community.
- Ability to provide compassionate, respectful, non-judgmental and culturally competent care to the disenfranchised and primary populations.
- Knowledge and proficiency in current, evidence-based methods and practices of primary care delivery, with an emphasis on health promotion and harm reduction.
- Ability to function independently in potentially difficult situations and the ability to decide what presenting conditions are a priority.
- Ability to deal with disruptive behaviour and crises management.
- Ability to plan and organize assigned duties.
- Ability to establish positive working relationships with a multi-disciplinary team, clients, service providers and management team.
- Proficiency in the use of computer software/electronic medical records such as P.S.S SUITS

Physical Demands

The position requires fine motor movements and gripping, handling and/or lifting 10-20 pounds. It also requires sufficient mobility to allow sitting, standing and twisting to reach patients and equipment. The position also requires far and near vision, depth, spatial and form perception, feeling, reading, writing.

Speech and listening are critical aspects of the role to effectively communicate with clients for education, instructions and general rapport to relieve anxiety.

Conditions of Employment

- Valid Ontario Drivers' License, access to a reliable vehicle and a Police Reference Check are required.
- Maintain and develop professional competency through training or appropriate continuing education.
- Maintain confidentiality in compliance with the Personal Health Information Protection Act (PHIPA), Freedom of Information and Protection of Privacy Act (FIPPA) and Personal Information Protection and Electronics Document Act (PIPEDA).

Working Conditions

The duties of this position are performed both inside and outside the health care centre including satellite and points of service, and may require use of Quest CHC vehicle. Work settings include community locations such as in hospitals, homes, shelters, farms and drop in centres.

Must will able to work varying work schedules, and in multiple work locations.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____