

Vacant Position: Registered Practical Nurse
Site: 9401 Jane St., Suite 206, Vaughan ON L6A 4H7
Permanent, Full-time (35 hours per week)
\$49,692 - \$58,461 + Health Benefits + HOOPP

We work in a team-based environment, with flexible work hours for work-life balance, and opportunities for professional development.

We offer a competitive benefits package: up to 3 weeks paid vacation; paid sick time; and excellent extended health, dental and vision care benefits.

We are a proud participant of the Healthcare of Ontario Pension Plan (HOOPP), Canada's largest and most respected pension plan that provides a secure monthly income at retirement.

BACKGROUND

The Vaughan Community Health Centre (VCHC) is a not-for-profit, community-governed organization providing primary health care, social services, and illness prevention programs primarily to the residents of the Western and Northern York Region. We serve people experiencing barriers to accessing health care services due to culture, language, age, chronic illness, or the like. We are committed to providing services with and for local Indigenous, Black, racialized and other disadvantaged communities.

POSITION SUMMARY

The Registered Practical Nurse (RPN) works within the scope of the College of Nurses of Ontario to provide clinical assistance and care to clients, perform certain laboratory procedures, and monitor inventory of vaccines. The RPN will deliver culturally and linguistically responsive and safe care that meets the needs of local population, including underserved communities (e.g. Indigenous, Black, 2SLGBTQIA+, etc.). The position has a strong emphasis on health promotion and disease prevention and works within a determinant of health framework.

KEY ACCOUNTABILITIES AND RESPONSIBILITIES

- Lead health screenings, including assessing vital signs, monitoring height and weight, assessing vision, performing electrocardiograms, collecting specimens, administering and interpreting tuberculosis skin testing, and conducting point-of-care testing (i.e. urine dips) using the appropriate authorization mechanisms.
- Perform specific acts and health teaching under the direction and supervision of an appropriate and authorized clinician. As delegated, conduct health assessments,

including collecting history, identifying presenting concerns, maintaining medication profile, partial physical exam for well clients of all ages, for example, Snellen eye exams. Communicate test results with clients and external providers as directed by clinicians.

- Triage clients as requested by Medical Secretaries when needed.
- Assist with Pap smears.
- Conduct N95 mask-fitting for new staff and renewals for existing staff as per the expiry date.
- Recall clients for preventative screenings.
- Order and monitor inventory of vaccines.
- Assess client records, identifying outstanding vaccinations required and administering vaccine when appropriate.
- Perform venipuncture.
- Perform autoclaving and be the back-up for laundry and ordering medical/emergency supplies as required.
- Maintain complete, accurate and timely records and encounter data in the Electronic Medical System (EMR) as per the Documentation Practice Standard from the College of Nurses of Ontario and organizational practices.
- Participate in chart and case reviews, the development of policies and procedures, and support client education.
- Implement quality improvement strategies to improve client services and promote more efficient team functioning and workflows.
- Works in partnership with other members of the primary care team to share responsibility for planning, provision and coordination of client care.
- Monitor cold chain for vaccines; complete cold chain report for York Region Public Health in the event of a vaccine refrigerator failure or power outage; be one of the staff for emergency transfer of vaccines to a safe location as required.
- Be a member of the Occupational Health and Safety Committee and conduct various tasks such workplace inspections, presentations on hand hygiene, protective personal equipment, infection control, etc.

QUALIFICATION REQUIREMENTS

- Current registration with the College of Nurses of Ontario as a Registered Practical Nurse and member in good standing.
- Three to five years nursing experience working with all ages in a community-based primary health care setting.
- Thorough knowledge and understanding of medical/ laboratory and charting procedures, and current health and safety hazards and preventative practices.
- Venipuncture course completion is required.

- Proficient in using electronic medical records (EMR) systems and other healthcare technology commonly used in Ontario's primary care setting.
- Excellent interpersonal, written and oral communication skills.
- Demonstrated ability to work effectively in a multi-disciplinary team environment.
- Experience in delivering culturally and linguistically responsive and safe care that meets the needs of local population, including underserved communities (e.g. Indigenous, Black, 2SLGBTQIA+, etc.).
- Proficient in a second language that reflects the diversity of the communities served by VCHC is an asset.
- Commitment to ongoing professional development and staying current with best practices.
- Ability to prioritize, manage time effectively and be flexible in a very active work environment.
- Valid driver's license, regular access to a vehicle and appropriate insurance for personal automobile.

Interviews will occur on rolling basis; please apply as soon as you can.

Successful candidates cannot be existing clients of the Vaughan Community Health Centre.

Successful candidates will be required to:

- o Show proof of a completed a 2-step TB test and measles vaccination/immunity
- o Complete a vulnerable sector check

Please send your cover letter and resume to:

Registered Practical Nurse Hiring Committee
c/o Vaughan Community Health Centre Head Office
9401 Jane Street, Suite 206
Vaughan, Ontario L6A 4H7

Email: vchcjobs@vaughanchc.com

Fax: (905) 303-9444

www.vaughanchc.com

While applications are preferred via email, you are welcome to apply by fax, mail or in person.

Accommodation during the recruitment, selection, and interview processes will be provided in accordance with the Ontario Human Rights Code if needed. If you need accommodation during the hiring process, please call us at (905) 303-8490 ext.2631 to provide your contact information and a member from the hiring Committee will contact you.



Vaughan Community Health Centre is an equally-opportunity employer and encourages resumes from people who are reflective of the diverse communities we serve. We are committed to excellence and hire based on merit.

We thank all candidates in advance for their interest, however, only those selected for an interview will be contacted.