



POSITION DESCRIPTION

Position Title Public Health Nurse ONA Local 003 Health Promotion Division	Approved By Medical Officer of Health
Reports To Director or Manager Health Promotion Division	Date R: February 2018 R: October 9, 2013 R: May 8, 2013 R: May 8, 2008 O: May 15, 2006
Proficiency Period 1 Year	

Position Summary

As a member of the Health Promotion Division, the Public Health Nurse is accountable to Health Promotion Management for the implementation of the assigned Requirements of the Healthy Growth and Development Program Standards of the Ontario Public Health Standards (OPHS) 2017 and relevant protocols. The Public Health Nurse may also be accountable to implement the Healthy Babies, Healthy Children Program in accordance with the Healthy Babies, Healthy Children Protocol 2018 and other duties as assigned by Health Promotion Management.

The Public Health Nurse assigned to the Healthy Families Department uses a comprehensive health promotion approach to reduce health inequities of families and children. By adopting the public health core competencies and using knowledge of the social determinants of health, population health, evidence-based practice, the public health nurse works to achieve optimal preconception, pregnancy, newborn, child, youth, parental and family health.

The Public Health Nurse is expected to work independently and as part of an interprofessional team to deliver public health programming. The Public Health Nurse fosters collaborative relationships with community partners, children, youth, and parents to plan, implement and evaluate healthy growth and development programs.

All Registered Nurses employed by HKPRDHU are required to maintain competency in immunization and participate in clinics as required.

Public Health Nurses work within their scope of practice, recognizing their limits of practice and consulting appropriately.

This position involves travel and variations of the working day.

Duties and Responsibilities

Administration and Human Resources

- Maintains knowledge of and complies with Health Unit and divisional policies and procedures and relevant legislation.
- Maintains knowledge of and complies with the current collective agreement with the local bargaining unit of ONA.
- Participates in performance management.
- Advises Director/Manager of issues, needs and accomplishments.
- Generates regular, timely, complete and accurate records and reports to adequately reflect the implementation of the assigned program areas, and reports as required by Health Promotion Management and/or the MOH.
- In consultation with Health Promotion Division members and Management, may assist in the planning, preceptorship and evaluation of placements for students in appropriate fields of study.
- Works in accordance with the National Standard of Canada for Psychological Health and Safety in the Workplace.
- Consults with the Chief Nursing Officer on matters related to professional practice.

Professional

- Provides information and advice to Health Promotion Management, Health Unit staff, community partners and the general public regarding assigned program areas.
- Maintains competency by attending appropriate continuing education workshops, conferences and seminars, through private study and/or participation in networks as approved by Health Promotion Management, and in accordance with Regulated Health Professionals Legislation.
- Maintains effective working relationships with Health Unit staff, and personnel of other community agencies and volunteers.
- Liaises with Ministry Consultants, elected and appointed Officials, other health units, provincial organizations, and other agencies in consultation with Health Promotion Management and/or the MOH.
- Represents the Health Unit, division and/or assigned program areas on committees, boards and task forces as appropriate and as approved by Health Promotion Management.
- Documents in accordance with organizational policies and procedures and College of Nurses practice standards.

Financial

- May recommend to Health Promotion Division members and Management the purchase of equipment, supplies and materials necessary for the assigned programs.
- In consultation with Health Promotion Management, may prepare budget for assigned projects, obtaining community partner input (and approval, if necessary) as appropriate.
- May assist in the preparation of proposals for external funding to enhance programs and research projects.
- May provide input to draft financial reports for approval by Health Promotion Management in preparation for submission to outside funders as required.

Program

- Participates in collaborative, cooperative, coordinated work within assigned program areas and with other Health Unit staff and partners as appropriate to support the efficient and effective implementation of assigned programs.
- Participates in the implementation of the emergency preparedness and response plan as assigned.
- In collaboration with Health Promotion Division members and community partners as appropriate, participates in the assessment, planning, development, implementation, evaluation and documentation of assigned Health Promotion Division programs.
- Participates in division, team and individual meetings as requested by Health Promotion Management for the purpose of ensuring the effective and efficient delivery of assigned programs.
- Participates in existing community partnerships as assigned and/or creates community partnerships to facilitate implementation of assigned programs.
- Participates in research projects as assigned.
- Uses clinical nursing skills to assess health status, plan, implement and evaluate appropriate interventions for individuals, families, groups and communities.
- Participates in continuous quality improvement initiatives as assigned.
- Complies with the Provincial Infectious Diseases Advisory Committee's relevant best practice documents.

Physical

- Works in a safe manner as required by Occupational Health and Safety legislation.
- Performs work in an environment (primarily indoors) with little to no exposure to disagreeable conditions or hazards.
- Does light physical activity of long duration and medium physical activity of intermediate duration.
- Performs work involving almost continuous periods of mental, visual and/or auditory concentration of intermediate duration and/or frequent periods of long duration.
- Detects and works toward eliminating health hazards in all assigned areas

Qualifications

1. Education

- Requirements for employment as a Public Health Nurse as per Regulation 566 of the Health Protection and Promotion Act
- University degree in Nursing

2. Experience

- Community/public health and/or health promotion experience is preferred

3. Other

- Proof of current registration with College of Nurses of Ontario
- Proficiency in the knowledge, skills and attitudes required for the role of Public Health, Front Line Provider as defined by the [Core Competencies for Public Health in Canada](#)
- Working knowledge of the OPHS
- Valid Ontario driver's license and access to a vehicle
- Current and satisfactory Criminal Records Check and Vulnerable Sector Check
- Proof of immunizations required by HKPRDHU
- Satisfactory completion of probationary period (3 months)
- Current CPR and First Aid (HCP level) or willingness to be certified at this level within two months of hire