

## Registered Nurse & Behavioural Health Consultant (0.7 FTE) Bassano Medical Clinic – Bassano, AB

Salary Range: \$40 - \$43/Hour  
0.7 FTE (approximately 26.25 hours per week)

<b>Location</b>	Bassano, AB – Bassano Medical Clinic
<b>Program Overview</b>	<p>Working under a physician-led collaborative care model, Palliser Primary Care Network (PCN) health professionals work in physician clinics providing comprehensive health care to patients experiencing chronic disease. The composition of specific teams in each clinic is dependent on the primary health care focus of that physician or clinic.</p> <p>The PCN offers a competitive salary, excellent hours of work, paid vacation and personal days, RRSP contribution and a health flex spending account. Education and training are also high priorities.</p> <p><b>Must provide proof of full Covid-19 vaccination on the first day of hire.</b></p>
<b>Position</b>	<p><b>This is a permanent part-time position.</b> The RN / BHC's major focus will be to enhance effective management of patients living mental health issues. A secondary focus will be on patients with chronic diseases such as diabetes, hypertension, dyslipidemia, obesity, cardiovascular disease and renal disease. Consistent with the principles of primary health care, the RN will provide comprehensive health care with an emphasis on healthy living, illness prevention (primary and secondary), health education, chronic disease management and clinical intervention within the scope of nursing practice.</p>
<b>Reports To</b>	Physician and PCN PMH Optimization Director
<b>Education</b>	RN
<b>Experience</b>	Starting salary dependent on nursing experience in chronic care management and an applicable Primary Care setting.
<b>Skills</b>	Successful candidates will have a proven ability to work effectively within a team environment as well as independently, demonstrate empathy, provide continuity of care, possess excellent organizational skills and maintain a flexible schedule
<b>Application</b>	<p>Interested candidates are invited to send resume and cover letter to the attention of:</p> <p>Ashleigh Lawson Financial Clerk Palliser Primary Care Network Suite 104 – 140 Maple Ave SE, Medicine Hat, AB T1A 8C1 Tel: 403.580.3825 x 227 Fax: 403.580.3825 Email: ashleigh.lawson@palliserpcn.ca</p> <p><i>Only those applicants selected for an interview will be contacted. All others are thanked in advance for their interest.</i></p>

## Job Description

<b>(A) Position Identification:</b>	
<b>Title:</b>	Primary Care Network Behavioural Health Consultant/Registered Nurse
<b>Supervisor:</b>	Primary Care Physician and Primary Care Network PMH Optimization Director
<b>(B) Position Summary:</b>	
<ul style="list-style-type: none"> <li>• The BHC/RN will provide comprehensive functional assessment services and care to patients within the Primary Care Network</li> <li>• The BHC/RN will assess, plan, implement and evaluate behavioural based treatment plans to patients in the Primary Care Clinic.</li> <li>• Working with other multidisciplinary team members, the BHC/RN will identify problems rapidly, use appropriate assessment tools to assist with treatment, clinical consultation, case management, and education and referral services for clients with mental health issues.</li> <li>• In collaboration with a physician, develops and implements self-management health plan with clients and evaluates success in meeting this plan.</li> <li>• Provides ongoing service coordination and links clients with Alberta Health Services and other community resources</li> <li>• Adopts an approach to client care consistent with the philosophy of Primary Care</li> <li>• The BHC/RN is involved in all aspects of the Primary Care Network including implementation, education, research, and evaluation.</li> </ul>	
<b>(C) Key Duties &amp; Responsibilities:</b>	<b>Time %</b>
<p><b>1. Initial Assessment with Each New Client (15 – 30 minutes)</b></p> <ul style="list-style-type: none"> <li>• Applies principles of population based care and will provide brief, solution focused, and goal directed approach with clinic patients.</li> <li>• Assist the primary care provider in recognizing, treating and managing mental health and psychosocial issues with clinic patients.</li> <li>• Assesses client needs by collecting, integrating and validating a wide range of complex information.</li> <li>• Develops and implements individual health plans with a focus on functional outcomes, health education, promotion of effective coping strategies, and utilization of resources.</li> <li>• Identifies stages of change.</li> <li>• Utilizes primary care Behavioural Health case management strategies, establishes goals collaboratively with the client, and strives to achieve established targets.</li> <li>• Identifies educational requirements and readiness of client as a component of an overall health assessment.</li> <li>• Employs health promotion and health education strategies to support behaviour changes conducive to positive mental health (e.g. smoking cessation, weight management, alcohol use, and adherence to recommended lifestyle changes).</li> <li>• Prepares and presents individualized lifestyle education to clients and their support system. Utilizes adult learning principles, best practice guidelines, and a variety of audiovisual aids into presentations. May assist the PCN in acquiring, researching, designing/developing and evaluating written education resources to distribute to clients and their support system. Provides client group education as determined appropriate by the multi-disciplinary team.</li> <li>• Acquires and maintains a comprehensive understanding of health/social services and referral processes, including diagnostic services, specialists, hospital care, rehabilitation and support programs, educational programs and community based health agencies. Refers to Alberta Health Services and other community programs as appropriate and acceptable to the client and Primary Care Physician.</li> <li>• Documents the assessment, care plan, intervention, and evaluation for client care.</li> <li>• Communicates, collaborates and works cooperatively with the Primary Care Physician, other involved health care providers, the client and support system towards achievement of mutual goals and quality client care.</li> </ul>	<b>45%</b>

## **2. Client Follow-up Visits (15 – 30 minutes)**

**40%**

- Applies knowledge of evidence-based clinical practice guidelines, behavioural assessments and interventions relevant to clients' physical, emotional and mental well-being (e.g., disease management, treatment adherence, and lifestyle change).
- Develops, where indicated, relapse prevention plans and helps clients maintain stable functioning.
- Assists in the detection of "at risk" clients and in the development of plans to prevent worsening of their condition
- Identifies and within the scope of the BHC/RN's practice:
  - i. Assesses, diagnoses and treats physical, mental, emotional, cognitive, behaviour and interpersonal difficulties of persons to prevent, remedy, or ameliorate difficulties and to enhance human effectiveness and quality of life,
  - ii. Enhances or restores the social functioning of individuals by improving developmental, problem-solving and coping capacities of the individual and when appropriate their support network,
  - iii. Assists individuals and, where appropriate, their support network to achieve optimal physical emotional, mental and spiritual health and well-being,
  - iv. Facilitates effective linkages with community and health region mental health partners.
- Regularly monitors, evaluates, and adjusts the health plan based on effectiveness of interventions and/or changes in condition or environment, in collaboration with the client, family physician, and team members.
- Engages and motivates the client in primary and secondary preventive activities and self-care. Encourages maximum independence and accountability for self-care according to the clients' capacity.
- Supports the client to find personal balance in adjusting to the developmental stages of living with optimal dignity and self-determination.
- Monitors client compliance with risk reduction plans and/or self-care. Deviations from the care plan and/or exacerbation in the clients' condition are reported to the family physician for follow-up.

## **3. Data Entry, Administrative Processes and Records Management**

**10%**

- Using computerized and/or paper systems, tracks client assessments and outcomes.
- Interprets and analyses data, and creates written reports of analysis.
- Completes stats and reporting as outlined by the Education and Clinical Supervisor
- Prepares and completes client documentation and discharge summaries.
- Schedules client appointments, enters statistics, and creates educational presentations.
- Researches and develops PCN procedures and guidelines to reflect best practice and ensure client and staff safety.
- Liaisons with Alberta Health Services and various community health care providers regarding client care and referrals.
- Participates in program and patient quality improvement practices.

## **4. Education**

- Conducts and participates in9 continuing education of Primary Care Network staff and Alberta Health Services staff regarding primary care of chronic/complex mental health conditions.
- Acquires and maintains expertise in the management of chronic/complex mental health conditions, consistent with national guidelines and best practices.
- Acquires and maintains competency in several recognized mental health treatment modalities (e.g. Solution Focused Therapy, Cognitive Behavioural Therapy, Behavioural Health Therapy)

## **5. Clinical Supervision**

**5%**

- Trains and orientates other Primary Care Network staff, where requested.
- Ensures safe practices are carried out.

## **6. Health Professions Act**

- Renews license and forwards a copy to the PCN yearly.
- Maintains current active registration status throughout the duration of employment.
- Maintains continuing competency as required by regulatory college.
- Adheres to established Code of Ethics as applicable to the regulatory college.

## **7. Restricted Activities**

- Performs restricted activities as permitted under the regulations of the Health Professions Act for the health professional's regulatory college.

**(D) Complexity and Independent Judgement:**

- Under limited supervision, works collaboratively with clinic staff scheduling appointments, arranging for follow-ups or referral of clients to other services.
- Must be confident with knowledge, skills and abilities to ensure a safe environment for the client.
- Required to prioritize time, workload and clients to ensure efficient, effective care provided in a fast paced environment.
- Requires leadership, problem solving and conflict resolution skills.
- The job primarily requires the application of established primary care, chronic/complex disease, and mental health management guidelines. Depending on the needs and direction of the family physician, some methods and procedures may be adapted.

**(E) Accountability/Consequence of Error:**

- Requires judgment/action which may impact health of the patient.
- Accountable for services provided.
- Bases treatment and care on best practice.
- Strives for optimal personal health and well-being.
- Takes responsibility for own actions and decisions.

**(F) Supervision:**

- **Supervised by:**
  - Primary Care Physician
  - Primary Care Network PMH Optimization Director

**(G) Regular Work Contacts:**

- Communicates verbally or in documentation with a variety of disciplines, programs or services to enhance patient care (e.g. Alberta Health Services Community Mental Health, Medicine Hat Family Services).
- Communicates with organizations, programs, other physician offices, etc. to obtain client information, program benchmark information, and education resources.

**(H) Working Conditions:**

- Independent with a high level of confidence and capable of effectively dealing with client, physician, and clinic staff.
- Physically capable of performing duties related to position, including assisting clients with physical and mental challenges during clinic visits, possibly lifting a variety of clinic equipment and teaching materials.
- May be exposed to blood borne pathogens.
- May be exposed to infections and contagious diseases.

**(I) Qualifications / Specifications:** Contains personal requirements or qualifications that jobholder should possess.

**Formal Education**

- Minimum Diploma in Nursing, Psychiatric Nursing. Bachelor's Degree preferred.
- Current and ongoing unrestricted license issued from the profession specific regulatory college required.
- Master's Degree or Advanced Diploma in applicable field considered an asset.
- Current BCLS certification preferred.

**Experience**

- Minimum of 3 years of recent and relevant clinical experience working with a multidisciplinary team in a mental health setting. Other experience will be considered.
- Demonstrated clinical skill in mental health examination and intervention.
- Demonstrated commitment to interdisciplinary teamwork.
- Proven commitment to, and knowledge of, primary care and mental health.
- Experience with chronic disease education and management would be beneficial.

**Knowledge, Skills, Abilities**

- Able to use applicable screening tests.
- Basic knowledge of exercise physiology, nutrition, risk factor modification strategies, counseling techniques and uses of educational programs as applied to chronic disease management.
- Ability to be self-directed member of a multidisciplinary team who provides holistic patient care based on advanced clinical knowledge and skills for patients with multiple chronic diseases and/or complex mental health issues using independent and collaborative problem solving and decision making techniques.
- Excellent holistic assessment and interviewing skills.
- Knowledge and ability to apply adult learning principles, to use written and audio visual aids, prepare/present lifestyle education.
- Computer literacy, familiar with Microsoft Office products (Outlook, Excel, Word and Access programs) and/or Mac Products.
- Demonstrates good organizational skills in coordinating plan of care for individuals with other team members.
- Reliable and dependable.
- Excellent verbal, written and interpersonal communication skills.
- Ability to safeguard Primary Care Network information as private and confidential.
- Ability to follow and adhere to Palliser Primary Care Network, procedures, guidelines, goals and objectives.

**Other**

- Must have a recent (within the past three months) criminal record check/police information check (including vulnerable sector search) prior to the first day of hire.
- Must provide proof of full Covid-19 vaccination on the first day of hire.

**(J) Probationary Period:**

- Six months.

**(K) Authority:** I have read this job description and understand these to be job duties of the Employee.

Physician: \_\_\_\_\_ Date: \_\_\_\_\_

PCN PMH Optimization Director: \_\_\_\_\_ Date: \_\_\_\_\_

Employee: \_\_\_\_\_ Date: \_\_\_\_\_