



JOB OPPORTUNITY

Position:	Casual Staff Health Nurse #02-2023
Department:	Human Resources
Commencing:	As soon as possible
Wage:	\$35.08 /hour to \$50.24 /hour As per ONA wage schedule
Deadline:	Open until a suitable applicant is found.
Job Description:	Enclosed

Riverside Healthcare Facilities Inc. invites applications from all qualified applicants.

To be considered, please send your completed cover letter, and resume by e-mail to human.resources@rhcf.on.ca or by fax to: 807-274-2898.

For more information, please contact Human Resources at:
human.resources@rhcf.on.ca



JOB DESCRIPTION

POSITION (Title):	Casual Staff Health Nurse
DEPARTMENT/SERVICE AREA:	Human Resources
SITE:	La Verendrye General Hospital
REPORTS TO (Title):	Chief Human Resources Officer

QUALIFICATIONS NECESSARY:

- Registered Nurse with current Certificate of Competence from the College of Nurses of Ontario;
- Baccalaureate Degree in Nursing;
- Minimum 5 years nursing experience;
- Must possess or working toward Occupational Health certification or equivalent education and experience acceptable to the organization;
- Experience in the management of WSIB, LTD claims, Modified Work, Attendance Management and other staff health programs;
- Proven understanding of application of Immunization, Blood and Body Fluid protocols, Chronic Conditions and their relation to the health care environment;
- Knowledge of relevant legislation in health and safety and employment, i.e., OHRC, OESA, MOLTC, OPHA, OH&S Act and its Regulations, WSIB;
- Strong skills in critical thinking and decision making;
- Proficient in developing policies and procedures related to occupational health and wellness;
- Communication skills to effectively communicate and collaborate with management, committee, union, workers, and outside agencies;
- Proficient in using MS Office application, including MS Word, Excel, and PowerPoint, and other computer skills necessary for communication and research;
- First Aid and CPR certification;
- Demonstrated strong written and verbal communication skills;
- Demonstrated strong interpersonal skill with the ability to function effectively independently, within a team, with front line personnel, and management;
- Demonstrated ability to function effectively in a fast-paced healthcare environment with excellent organizational and time management skills with the ability to multitask and prioritize workload;
- Dependable with a verifiable acceptable attendance record;
- Proven ability to perform the essential duties of the position on a regular basis.

BASIC RESPONSIBILITIES:

Coordinates staff health services within the Human Resources Department. Working with HR Team, Leaders, Employees, and partners to manage and reduce the risks associated with employees working in a health care environment. This includes health assessments, wellness initiatives, modified work programs, monitoring of employee illness and absence with appropriate interventions to expedite recovery and return to work, (communicable disease surveillance) and exposure management, counseling, referral services, and immunization.

SPECIFIC DUTIES:

- Develops and maintains staff health policy and procedures;
- Coordinates early and safe return to work initiatives which includes excessive use of sick time, long-term disability claims and other similar occurrence;
- In consultation with the Chief Human Resources Officer works on the monitoring and management of sick leave and safe return to work programs;
- Understands government legislation: interprets and promotes conformity to the same. e.g., OHRC, OESA, MOLTC, Public Hospitals Act, Communicable Disease Protocols, Workplace Safety Insurance Board (WSIB), Occupational Health and Safety Act, Health Care Regulations;
- As required by policy, CUPE and ONA collective agreements and relevant legislation assists in the development of Return to Work programs in consultation with the department head and the OH&S Coordinator, employee and employee representative in order that employees may return to work as quickly as possible following injury or illness;
- In conjunction with OH&S, organizes and oversees the yearly FIT testing, IPAC and other immunization programs;
- Performs communicable disease and blood/body fluid exposure follow-up;
- Participates in Wellness and Recognition Committee to coordinate health and wellness promotion programs;
- Assists employees on an individual basis to maintain and improve their health and lower health risks by providing and promoting health education, health information as indicated;
- Provides assistance to managers and staff on matters pertaining to employee limitations and restrictions;
- Maintains statistical records for quality improvement;
- Other duties as assigned.

Committees:

1. Hand Hygiene

CONDITIONS OF EMPLOYMENT:

1. Human Resource Policies
2. Corporation Policies
3. Departmental Policies