



Posting #: 2024-004
Position: Palliative Care Nurse Coordinator (Registered Nurse)
Posted: April 16th, 2024
Deadline: May 16th, 2024

Palliative Care Nurse Coordinator, (Registered Nurse)

Part-Time: 22.5 hours to 30 hours

JOB SUMMARY:

Carpenter Hospice is an 11-bed home in the heart of Burlington that offers resident-based care to individuals in the last stages of their lives, and community-based programs for individuals dealing with grief or a life-limiting illness. It is an exciting time to be joining Carpenter Hospice as we expand our resident and community services in Burlington and surrounding areas.

Reporting directly to the Manager, Resident Care, the Palliative Care Nurse Coordinator (PCNC) supports resident clinical care, ensuring seamless coordination and providing support to the hospice clinical team comprised of registered nurses (RNs), registered practical nurses (RPNs), and personal support workers (PSWs). The PCNC provides clinical support and direct care to residents at the hospice. Other supports will include policy and protocol development, supporting education and mentoring needs as well as overseeing clinical administrative supports. The PCNC maintains a cooperative relationship among health care and hospice teams by communicating information; responding to requests; building rapport; participating in team problem-solving methods.

KEY RESPONSIBILITIES:

- Ensures scheduling of the clinical team, including but limited to recruitment, selecting and hiring of staff
- Coordinates the clinical care team to ensure the delivery of quality palliative patient care and services
- Coordinates best practices and ensures in collaboration with the Manager, Resident Care that legislative requirements for a healthy work environment (i.e., Infection Control procedures, WSIB, OH&S, Fire Safety etc.) are met
- With the support of the Manager, Resident Care, assures quality of care by developing and applying best practices and standards of care
- Assist in the establishment/implementation of goals, objectives, policies, procedures, and systems for all operational areas of resident care
- Supports hospice committees, programs and hospice outside partners in relation to resident care
- Coordinates medication management and assisting in staff orientation.
- Works with the Manager, Resident Care in developing, implementing, reviewing, evaluating, and updating clinical processes, procedures and supporting documents
- Assist with resident admission and discharge processes as necessary and provides coverage for the Intake Coordinator
- Coordinates resident's health and wellness needs and assessments; assists in all aspects of care delivery as needed
- Responsible for clinical reporting to Manager, Resident Care – follow-up and review with clinical staff
- Coordinate with community and intake members for family meetings as needed and maintains communication with families regarding the residents' status
- Coordinate staffing & scheduling requirements in clinical care



- Identifies opportunities for staff debriefing related to resident or provider loss
- Supports the development and /coordination of core education to address patient population specific nursing care
- Other duties as assigned

THE IDEAL CANDIDATE:

- Current Registered Nurse in good standing with the College of Nurses of Ontario (CNO).
- Palliative care certification or equivalent is an asset
- Minimum 3 years in palliative care
- Clinical RN leadership experience is required

WORKING CONDITIONS: check nursing list

- Interacts with residents, family members, staff visitors and other agencies
- Intermittent physical activity including walking, standing sitting, lifting, and supporting residents
- Ability to move/lift 20lbs repeatedly and without restrictions
- Ability to sit or stand for long periods of time
- Ability to walk, reach with hands and arms, twist, stoop, kneel or crouch using safe body mechanics
- Ability to work safely with bodily fluids and potentially infectious diseases, using personal protective equipment when required
- Ability to work safely with hazardous materials such as oxygen, cleansers, medications etc.
- Some local travel required

OTHER REQUIREMENTS:

- Flexibility in scheduling, including availability for evening, night shifts and weekends, is essential to meet the needs of the hospice
- Typically, the work week will span three to four (3 to 4) days, encompassing Monday to Friday including weekends and holidays based on hospice needs
- Ability and means to travel locally as needed
- Required to provide a satisfactory current criminal reference check (CPIC) including for Vulnerable Populations prior to hire

Note: Carpenter Hospice does not require mandatory inoculation against influenza, Hep A + B, or COVID however we recommend these inoculations and suggest talking to your primary healthcare practitioner about such precautions.

To apply, please email your resume to HR@thecarpenterhospice.com

At Carpenter Hospice, we are committed to fostering an inclusive and accessible environment. We are dedicated to building a workforce that reflects the diversity of the community. Should you require accommodation during any phase of the recruitment process, please indicate this in your cover letter. For any assistance, please contact the Human Resource Department at 905-631-9994 extension 144.

We thank all applicants for their interest in Carpenter Hospice. Only qualified candidates selected for interviews will be contacted.