

JOB POSTING

COMMUNITY NURSE AND PEACH COORDINATOR

The Inner City Health Associates (ICHA) is a group of approximately 90 physicians who predominantly provide short-term transitional health services to homeless or marginally housed people in Toronto. ICHA is funded by the Ontario Ministry of Health and Long Term Care. We are a specialized service for high needs homeless individuals who are unable to access, or who face significant barriers to accessing primary care or community psychiatric health care in other settings. We aim to transition client care to other community-based providers whenever possible. An important ICHA service is the Palliative Education and Care for the Homeless (PEACH) program. PEACH's palliative care physicians and Community Nurse Coordinator work closely with other ICHA physicians, the Toronto Central Local Health Integration Network (LHIN) and the Palliative Care Network of Toronto to provide care and coordination for clients in the program. For more information about what we do, visit our website at: <http://www.icha-toronto.ca>.

Reporting to the Director of Operations, the Community Nurse and PEACH Coordinator will support ICHA physicians by facilitating follow-up clinical care, coordinating referrals to more permanent forms of care and acting as an integral support and access point for ICHA physicians and clients. The position will coordinate transitions and system navigation to other community services by building and maintaining community partnerships.

Duties and responsibilities

- Communicate with physicians and pharmacies as appropriate to handle prescriptions
- Support comprehensive care by updating the EMR with preventive screening tests and chronic disease management investigations
- Receive and triage internal and external referrals.
- Coordinate the scheduling of clients for PEACH Palliative Care Physicians
- Follow, support and care for clients and promote dignity and comfort of end of life journey
- Establish and maintain regular communication with Toronto Central LHIN Palliative Care Coordinator and Urban Health Care Coordinator regarding provision of care for PEACH patients.
- Complete referrals to appropriate resources as needs arise.
- Build networks with community services to support palliative care clients.
- Provide education for allied staff, residents and PEACH elective students.
- Communicate any relevant Community Nurse and PEACH updates through newsletter, emails, and website.

Qualifications

- Must have Current General Class (Practicing) Registration with the College of Nurses of Ontario.
- BLS certification.
- Minimum of 3 years clinical experience in working with physicians in community based health/primary care settings.
- Experience with transient homeless and/or other marginalized populations with complex health and social service needs.

- Experience with planning and coordinating care for marginalized palliative care patients
- Knowledge and experience with community agencies, supports and resources available for these populations and experience with accessing and coordinating these services
- Able to work collaboratively with other professions / disciplines in a team environment
- Proven planning, time management, organization and coordination skills
- Demonstrated ability to communicate effectively with patients and their families ensuring accurate and seamless information conveyed and documented.
- Demonstrated ability to utilize technology to enhance evidence -based knowledge and practice.
- Flexible and commitment to continuous quality improvement and innovation.
- Proficiency in the use of the computer hardware and software, particularly in Microsoft Word, Excel, Outlook.
- Knowledge and experience using electronic medical records (EMR). Experience with Oscar EMR an asset.
- Demonstrated evidence of excellent problem-solving, organizational, communication and critical thinking skills
- Demonstrated excellent interpersonal skills and ability to foster collaborative relationships with all relevant disciplines
- Be open minded, non-judgmental with a commitment to upholding the rights and dignity of all people and respecting their diversity.

Work Environment, Travel and Salary

- The position will be based at the Inner City Associates Office on 59 Adelaide St E and requires regular travel and work in shelters and drop-ins in the GTA. A valid class G licence and access to a vehicle are definite assets.
- Salary range is \$57, 251 to \$68,568 based on a 37.5 hour week. An attractive benefits package is included.

Start Date: Immediate

Interested applicants are invited to submit their cover letter and resume via e-mail no later than February 20, 2017 to: Jim O’Neill, Interim Director of Operations at oneilljim@smh.ca

While we thank all candidates for their interest, only those selected for an interview will be contacted. No telephone enquiries please.

Inner City Health Associates is committed to developing an inclusive, barrier-free selection process and work environment. If contacted, please advise us if you require any accommodation measures to ensure you will be interviewed in a fair and equitable manner. Information received relating to accommodation requests will be treated with confidentiality