

### **Nurse Practitioner**

Temporary Positions – up to 37.5 hours per week (schedule to be established with successful candidate(s))  
Hourly rate: \$53.24 - \$62.66

We are seeking dedicated and compassionate Nurse Practitioners (NP's) to join our team on a temporary basis, providing primary care to patients who do not have access to care and those who are or are at risk of experiencing homelessness. The NPs will offer comprehensive care, including health assessments, diagnosis, and treatment, while addressing the social determinants of health. The ideal candidate will have a passion for working with underserved populations and ensuring equitable access to healthcare.

#### **Primary Responsibilities**

- Provide primary care services to unattached and/or vulnerable patients, including health assessments, diagnosis, treatment, and follow-up care.
- Develop and implement patient care plans, ensuring a holistic approach to address physical, mental, and social needs.
- Collaborate with an interdisciplinary team, including physicians, social workers, and community health professionals, to provide integrated and comprehensive care.
- Engage in health promotion and disease prevention activities tailored to the needs of vulnerable populations.
- Advocate for patients by connecting them with appropriate community resources and support services.
- Monitor and evaluate patient progress, adjusting care plans as needed to achieve optimal health outcomes.
- Participates in program development aimed at improving healthcare access and reducing barriers for unattached and vulnerable individuals.
- Participate in ongoing quality monitoring and improvement.

#### **Education, Qualifications and Skills**

- Current registration in good standing with the College of Nurses of Ontario as a Nurse Practitioner (Primary Health Care).
- Minimum of 3-5 years of clinical experience, preferably in primary care or working with vulnerable populations.
- Strong knowledge and proficiency in chronic disease management, mental health, addiction services, and evidence-based practices in primary care.
- Excellent health assessment, clinical, analytical, and problem-solving skills with a strong commitment to patient-centered advocacy.
- Ability to work both independently and as an integral member of a multidisciplinary team.
- Current CPR certification.
- Proficient in using computers and information technology, including electronic medical records (EMR); experience with Practice Solutions is preferred.
- Outstanding communication and interpersonal skills, with leadership, organizational, and time management capabilities.
- Ability to prioritize and manage time effectively in a fast-paced, dynamic environment.
- Fluency in French (spoken and written) is an asset.

#### **Additional Job Requirements**

- Must adhere to all TAFHT Policies and Procedures.
- Must be legally entitled to work in Canada.
- This position is in Timmins ON, the position requires working in office and on site.
- As a condition of employment, you are required to submit proof of COVID-19 vaccination and immunizations.
- Current Ontario Driver's License.

The above responsibilities are not to be considered all inclusive; and may be assigned other related duties in the interest of efficient operations of the Family Health Team.

This position reports directly to the Clinical Director. The location of this position could be the Administration, Algonquin West, 101 Mall, Algonquin East, Third Avenue site or any other location within Timmins. The employer reserves the right to modify the location/site. This position is a bargaining unit position, represented by OPSEU/SEFPO.

**How to apply:**

Qualified applicants are asked to forward their cover letter and resume to [humanresources@tafht.ca](mailto:humanresources@tafht.ca).

For more information on our team and for a copy of the job description please visit our website at [www.timminsfht.ca](http://www.timminsfht.ca)

We thank all applicants for their interest in TAFHT, however, only those applicants selected for an interview will be contacted.

TAFHT supports diversity, equity and a workplace free from harassment and discrimination. We encourage applications from all qualified candidates, including women, visible minorities, Indigenous peoples and persons with a disability. Personal information contained in applications will be used solely for recruitment purposes and handled in accordance with applicable privacy legislation.

TAFHT is committed to improving access and opportunities for individuals with disabilities in accordance with the *Accessibility for Ontarians with Disabilities Act*. If you require a specific accommodation during the application, interview or recruitment stage, please contact our office at 705-267-1993, or by email at [humanresources@tafht.ca](mailto:humanresources@tafht.ca) noting *Accessibility Inquiry* in the subject line, for appropriate accommodations to be made.

## NURSE PRACTITIONER (NP) JOB DESCRIPTION

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**Approved by:** Executive Director

**Effective Date:** May 2012  
**Reviewed Date:** July 2024

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### Position Summary

The Nurse Practitioner (NP) provides primary health care services as a member of the Timmins Academic Family Health Team (TAFHT). The NP works with individuals, families, and the community, focusing on health promotion, patient education, disease prevention and treatment. This role involves developing, implementing, monitoring, and evaluating programs for the patient population.

### Reporting Relationship

This position reports directly to the Clinical Director.

### DUTIES & RESPONSIBILITIES

#### Assessment:

- Conduct thorough health assessments and use data to make diagnoses.
- Encourage patients and families to take charge of their health by involving them in identifying risks, setting goals, and choosing interventions.
- Consult with TAFHT physicians and specialists as needed.
- Use evidence-based resources for managing chronic illnesses.
- Order and interpret diagnostic tests within NP scope.
- Maintain accurate and timely patient records.
- Assess patients in clinics or at home, if applicable.

#### Treatment/Management/Planning:

- Use pharmacological and complementary therapies for health problems.
- Manage chronic conditions.
- Prescribe medications and order tests as needed.
- Develop and implement individualized care plans based on evidence-based guidelines.
- Promote health and prevent disease for individuals, families, and groups.
- Use community data to address health needs and create programs.
- Ensure proper documentation of patient encounters and analyze statistics.

#### Education/Advisory:

- Help patients find and use health resources.
- Engage patients in their health decisions and motivate them to act.
- Initiate and lead health education activities and create/provide resources for patients.
- Develop and deliver health education programs for patients and communities.

#### Referrals/Collaboration:

- Work with other healthcare providers to coordinate care.
- Refer patients to specialists in collaboration with physicians.

### Other Responsibilities

- Stay updated on evidence-based primary care practices with a focus on health promotion and risk reduction.
- Demonstrate strong leadership, organizational, research, and interpersonal skills.
- Effectively multitask and manage patient care while teaching and sharing information.
- Ensure compliance with PHIPA and other applicable laws and legislation.
- Promote TAFHT services.
- Prepare reports as required and requested.
- Communicate effectively with team members, patients, families, and community partners.
- Knowledge and proficiency in current, evidenced-based methods and practices in primary care.

- Engage in professional development and quality assurance activities.
- Actively participate in meetings, clinical projects, committees, research and special events as needed.
- Demonstrated ability to be open and non-judgmental.
- Perform other associated duties as required.

## **CORE COMPETENCIES**

- Results-oriented and accountable.
- Strong problem-solving and organizational skills.
- Adaptable and collaborative team player.
- Maintains confidentiality and demonstrates effective communication.
- Knowledgeable in primary care, health promotion, and disease prevention.
- Proficient in assessment, therapy, and counseling techniques.
- Ability to manage, perform and follow through on all work-related responsibilities.
- Preferably strong written and spoken communication skills in both official languages.

## **EDUCATION & EXPERIENCE**

- Current registration as a Nurse Practitioner with the College of Nurses of Ontario.
- Certificate in Primary Health Care Nurse Practitioner Program (or equivalent) preferred.
- Experience in community or primary care settings.
- Knowledge of Microsoft Office (Word, Excel, Outlook) and electronic medical records (EMR).
- Valid Ontario Driver's License.

## **WORK ENVIRONMENT**

### **TAFHT – Sites**

TAFHT strives to provide well-lit, well-ventilated clinic areas that are furnished ergonomically. Personal office space may be shared. The environment may vary depending on location. Ergonomics, health and safety will be a priority.

### **In Home Visits**

This position may be required to provide primary care within a patient's home. These environments are not assessed beforehand, and it is the responsibility of the employee to assess the environment for health and safety risks. It is policy of the TAFHT that no employee has to work in an environment they feel is detrimental to their health and/or safety.

### **Other Locations**

This position may require you to work at multiple sites or be transferred between sites. Due to the collaborative nature of this position, the employee will be required to attend meetings at other locations. Travel may be required between sites and patient homes. Travel related to this job description will be reimbursed.

### **Equipment Used**

Computer, printer/scanner/fax, photocopier, telephone, AV Equipment including video projection unit, hand-held, assessment tools, various teaching aids.

### **Other Reporting Relationships**

This position collaborates with the TAFHT leadership team, physicians and other TAFHT employees and members to provide efficient, appropriate primary care to TAFHT patients. Collaboration with other community health partners is required.