MATAWA HEALTH
CO-OPERATIVE

Job Description

MECC Nurse Practitioner

PURPOSE OF THE POSITION

Incorporated in 2017, the Matawa Health Co-operative (MHC) is a Matawa First Nations owned and controlled health co-operative providing healthcare services that enhance existing health services to achieve long-term health and wellbeing for all members within the nine Matawa First Nations. This provincially incorporated Co-operative consists of the nine Matawa member communities including Aroland, Constance Lake, Eabametoong, Ginoogaming, Long Lake #58, Marten Falls, Neskantaga, Nibinamik and Webequie First Nation. The MHC is overseen by a Board of Directors and is a member of the Health Care Co-operatives Federation of Canada. The MHC is community-driven with services tailored to individual community needs. It is the first of its kind in Canada.

The MHC incorporates traditional healing and medicines to address the health needs of the Matawa First Nations in a wholistic way by prioritizing mental health and addictions, diabetes, and chronic diseases. It oversees an Inter-Professional Primary Care Health Team providing direct services in the Matawa First Nations or through telemedicine.

The M Nurse Practitioner (NP) is responsible for delivering comprehensive, evidence-informed care across the continuum of health services. This includes conducting thorough physical and mental health assessments, synthesizing information from multiple sources, diagnosing and managing acute and chronic conditions, and developing individualized plans of care in collaboration with clients, families, and interprofessional teams. The NP implements pharmacological, procedural, and counseling interventions, promotes health and illness prevention strategies, and ensures seamless continuity and quality of care. In addition, the NP provides consultation, education, and support to clients, families, healthcare teams, and the community, contributes to research and quality improvement initiatives, and acts as a resource for the application of best practices and provincial NP legislation.

RESPONSIBILITIES & DUTIES

This is a full-time, year-round position, including during the summer months, and is contingent upon continued funding. The MECC Nurse Practitioner (NP) will work out of the MECC clinic and work with Matawa students providing advanced, comprehensive, and client-centered care, combining assessment, diagnosis, treatment, and health promotion across diverse populations. The MECC NP works collaboratively with students, families, and interprofessional teams to develop and implement individualized care plans, while also serving as a resource for consultation, education, and community health initiatives. This role emphasizes evidence-based practice, continuity of care, and the integration of clinical expertise with research and public health knowledge to optimize client and community health outcomes.

Assess and Plan Care

- Performs comprehensive physical and mental health assessments, physical evaluations and synthesizes data from multiple sources to make a diagnosis of disease or disorder.
- Determines the need for, order, and interpret the results of relevant screening and diagnostic laboratory, radiological and ultrasound tests.
- Determines the presence of existing and potential health problems, with a major focus on related lifestyle, psychological, socio cultural, spiritual, and environmental risk factors which may influence the client's health status.
- Applies principles of pathophysiology and pathogenesis in diagnosis of commonly encountered acute illnesses and injuries and in the monitoring of chronic health problems.
- Uses assessment techniques relevant to a client's condition, culture, and stage of development.
- Communicates health findings and/or diagnoses of disease or disorder and discuss prognoses and treatment options with clients.
- Involves clients in decision-making and in taking responsibility for their health.
- Initiates referrals and coordinates care with other health providers, and health and community agencies.
- Accepts referrals from physicians and other health providers as required.
- Synthesizes information from individual clients to identify broader implications for health within a family.
- Engages families, wherever possible, in participatory decision-making.
- Develops the plan of care in collaboration with the family, nursing colleagues and other interprofessional team members.
- Facilitates the development of the interprofessional plan of care.
- Documents on the interprofessional plan of care.

Implementation of Care

- Identifies, refers and manages the care of clients with diseases or disorders and or monitors the ongoing therapy of clients with chronic stable illness by providing effective pharmacological, complementary, or counseling interventions.
- Selects and prescribes drugs included in the departmental formulary.
- Determines the need for and performs additional procedures (i.e. suturing, lancing, pap smears).
- Provides anticipatory guidance and counseling on health promotion and illness prevention
  strategies according to clients' health status and needs.
- Uses strategies that address the broad range of health determinants in developing plans to promote health and prevent illness and injuries.
- Provides direct, specialized, comprehensive care, emphasizing symptom management, and quality of life.
- Forms strong collaborative working relationships with members of the interprofessional team to ensure comprehensive, individualized care.
- Communicates internally and externally to facilitate client management in all settings, such as case reviews.
- Identifies and implements creative strategies for managing complex client/family dynamics.
- Provides client/family education and counselling.
- Provides bereavement support to families whenever possible.
- Knows when to seek advice/consultation with physician's, other interprofessional colleagues when client's condition requires care beyond the NP scope of practice.
- Documents health assessments, clinical data, findings, diagnoses, collaborations, communications, and conclusions in a timely, accurate and relevant manner.
- Exchanges clinical and administrative information with physician(s) and other health care
  professionals, as required, to establish accurate diagnosis and facilitate appropriate treatment, follow-up and/or referral.
- Evaluates his/her own plan of care.
- Provides primary nursing care throughout the delivery of care to ensure seamless continuity of practice.
- Role models in expert nursing practice.

School Health

- The Nurse Practitioner will provide comprehensive health and wellness support within the school setting, promoting students' physical, emotional, and mental health.
- Responsibilities may include assessing and managing student with mental health and wellness needs, providing education and resources, collaborating with school staff, communities and families, and facilitating referrals to appropriate healthcare and community services. The Nurse Practitioner will contribute to a safe, inclusive, and supportive school environmental through prevention, early identification, health promotion, and coordinated care.

Consultation

- Collaborates with interprofessional teams and community members in identifying community health needs and resources, and in developing, implementing, and evaluating community health programs.
- Collaborates with clinical nurses and other members of the healthcare team to augment primary health care and public health care, and to problem solve complex situations related to the identified population.
- Provides analysis, advice and consultation to health care workers regarding interpretation of practice guidelines.
- Provides advice on the application methods and procedures related to health care of identified population to ensure transfer of knowledge about proposed interventions and understanding of the results expected.
- Collaborates with clients, interprofessional teams, and community members in assessing health promotion and illness prevention needs, building community resources and linkages.
- Acts as a resource for addressing ethical issues, ethical decision-making.
- Provides informal/formal consultation to Senior Nursing representative, agency and other organizations relating to NP practice.
- Provides advice in the development and application of provincial NP legislation.
- Provides consultation to the community to collaboratively develop standards, policies and procedures to ensure seamless care for clients and families.

Research

- Synthesizes information from individuals and aggregates of clients to identify broader implications for health within the community.

- Applies principles of epidemiology and demography to clinical practice.
- Obtains information relevant to care of identified population (e.g. Specific to client, general health education material etc.) from individuals, families, community leadership or health practitioners and disseminates the information in a manner that will be easily understood.
- Stimulates others to read and interpret research findings and examine their practice.
- Provides leadership in identifying nursing research opportunities.
- Develops and/or participates in and promotes research.
- Provides leadership regarding evidence-based nursing practice and integrates research into setting client care standards/guidelines/protocols.
- Disseminates research and clinical finding through publications, presentations, seminars, etc.

Education

- Demonstrates reflective practice and participate in life-long learning for continued professional development.
- Assists in the training and orientation of new staff, supervises nursing students and participates in the education of other students placed within the workplace.
- Recommends, and if needed, researches and develops topics related to identified population for orientation, in-service or continuing education of community health nurses, other health providers, community members, community leadership, or other community resource staff.
- Applies principles of teaching and learning when providing health education and counseling to individuals and groups.
- Works in partnership with clients, interprofessional teams, and communities in developing and implementing health promotion and illness prevention programs.
- Utilizes informal learning opportunities to educate nursing colleagues and health team members.
- Promotes development, critical analysis and refinement of professional nursing practice.
- Participates in the academic community by providing education, clinical supervision and mentorship through university cross-appointment.

Leadership

- Provides leadership for establishing and implementing goals related to nursing practice.

- Participates in decision-making process regarding decisions which impact nursing practice at all levels.
- Acts as a clinical mentor and role model.
- Provides leadership and participates in professional organizations.
- Contributes to strategic planning.
- Participates and provides leadership in developing policies relevant to the coordination, delivery, and evaluation of health services.
- Articulates the role of the nurse practitioner in primary care to the primary care organization, the community it serves, and more broadly within the nursing profession, to other health providers, and the public.
- Demonstrates a high level of skill in interprofessional team building, conflict resolution, and collaboration.
- Acts as a change agent for evidence-based nursing practice by sharing information with healthcare colleagues on emerging nursing issues and pertinent health care issues related to the identified population to support informed decision-making and to enhance health outcomes.
- Ensures that health and safety rules are respected. Identify dangers and take preventative measures and/or make recommendations to the clinic manager. This is a shared responsibility.
- Identifies human resources needs to maintain a safe, therapeutic environment. This is a shared responsibility.

ORGANIZATIONAL RESPONSIBILITIES:

- Assists in the development and implementation of a structure to evaluate the effectiveness of the NP role. The information generated by these structures is used by management for priority setting and budget planning.
- Collaborates with visiting health professionals in the treatment of identified population. Responsibility is shared.
- Works toward the development of innovative methods of dealing with work-site problems, writing of policy and procedures and program plans. This is a shared responsibility.
- Contributes specialist knowledge to the development of policies, guidelines, and procedures to guide nursing practice or community health program delivery related to the identified population.
- Informs management of potential political, media, health and safety issues affecting the delivery of services to identified population to ensure awareness of

the situation and provides opportunity to take appropriate action to address the issues.
- Is accountable to align activities and performance with strategic goals and objectives.
- Adheres to agency standards, policies and procedures.
- Participates in Quality Assurance Management activities.
- Participates in the Performance Management program.
- Participates on agency/departmental committees.
- Anticipates future changes (needs, technology, standards) and recommends appropriate changes/implications.
- Other activities may be assigned with the collaboration with the inter-professional team.

KNOWLEDGE AND SKILLS REQUIREMENTS

Education and Experience

- Registered or eligible to register with the provincial College of Registered Nurses in an active practicing status, with a license to practice as a primary health care nurse practitioner or equivalent as defined by the regulatory body.
- Able to provide documentation of successful completion of an approved nurse practitioner education program leading to a certificate or its equivalent.
- Minimum of 2 years recent* experience as a primary care nurse practitioner, or a minimum of 3 years recent nursing experience in a primary care setting providing direct client/client care.
- *Recent: NP experience within the last five years.
- Baccalaureate in nursing, post BN/BScN NP diploma/certification, master's in advanced nursing practice preferred.
- Knowledge of appropriate management and interpretation of diagnostic studies and tests.
- Ability to conduct comprehensive and/or focused physical examinations for all systems as required, according to the physical and psychological development of the individual and the current health conditions.
- Knowledge of evidence-based practice and maintaining clinical currency within the medical and nursing field.
- Knowledge of urgent care response.

- Possess highly developed interviewing and listening skills, problem solving skills, problem identification skills in areas of health/wellness, disease prevention and management to ensure proper management of clients.
- Knowledge of occupational health medicine to ensure timely identification, management and return to work of clients.

Skills & Abilities

- Leadership, critical thinking, organizational and communication skills.
- Expertise in developing and maintaining excellent working relationships with all members of the health care team and partner organizations.
- Ability to work in a collaborative practice model.
- Strong health assessment/clinical skills.
- Ability to prioritize, manage time effectively.
- Capacity to adapt quickly to fast paced, dynamic work environment.
- High degree of accuracy and attention to detail.
- Electronic documentation of health records.
- Knowledge of various computer systems and applications (i.e. Microsoft Office, etc.).

Other Requirements

- Valid Ontario Class G Driver's License and access to a reliable vehicle is an asset.
- Clear Criminal Record Check (Vulnerable Sector).
- Willingness to travel to Matawa First Nations communities when necessary.
- Ability to work flexible hours as needed.

WORKING CONDITIONS

Physical Demands

The employee may have to travel to our First Nations communities. They may have to lift, carry and manage equipment and supplies. They may have to work odd or long hours at

a time to complete special requests or projects. The employee may have to spend long hours sitting and using office equipment, computers and attending meetings.

Environmental Conditions

The Matawa Building may be a busy facility. The employee may have to manage a number of projects at one time and may be interrupted frequently. The employee may find the environment to be busy, noisy and will need excellent organizational and time and stress management skills to complete the required tasks.

Sensory Demands

Sensory demands can include reading and use of the computer, which may cause eyestrain and occasional headaches. The position requires strong visual and auditory abilities to read and interpret travel documents, booking systems, and itineraries, as well as to communicate effectively with employees, vendors, and various other key individuals. Attention to detail, prolonged screen use, and the ability to process verbal and written information accurately are essential.

Mental Demands

The employee will have to manage a number of requests and projects at one time. They must be aware of Tribal Council business in the communities and any and all relevant legislation, policies and procedures. They may have to complete a number of tasks and responsibilities at one time and must be prepared to deal with emergencies and stressful situations at any time.

CERTIFICATION

Employee Signature Printed Name Date I certify that I have read and understand the responsibilities assigned to this position.	Supervisor's Title Supervisor's Signature Date I certify that this job description is an accurate description of the responsibilities assigned to the position.

Executive Director Date

I approve the delegation of responsibilities outlined herein within the context of the attached organizational structure.

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.