



**CANADIAN MENTAL HEALTH ASSOCIATION
 SIMCOE COUNTY BRANCH
 INTERNAL/EXTERNAL JOB POSTING**

POSTING # 24-52 IE	POSTING DATE: Jan 28/2025	CLOSING DATE: Feb 11/2025
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CLASSIFICATION:

Nurse Practitioner (Regulated Health Professional, Level 6) – Nurse Practitioner Clinic – Full-Time, Permanent – Barrie, ON

The Canadian Mental Health Association, Simcoe County Branch seeks a Nurse Practitioner, who, in accordance with the agency’s policies, standards, and guidelines, provides primary health care, health promotion & education, and advocacy for rostered patients.

REQUIRED QUALIFICATIONS:

- Bachelor of Science in Nursing, as well as being a Registered Nurse Practitioner (NP) in good standing with the *College of Nurses of Ontario*.
- Minimum three (3) years experience in mental health and/or addictions (community-based setting preferred).
- Must have a reliable source of transportation.
- Fluency in French or another second language would be an asset.
- Legally entitled to work in Canada.

REQUIRED SKILLS AND KNOWLEDGE:

As per job description.

SALARY SCALE:

RHP Level 6: \$115,461 - \$120,921* per annum

**pro-rated based on hours worked*

HOURS OF WORK:

- Thirty-five (35) hours per week, Monday to Friday.
- Able to work within a flexible framework to respond to patient needs.

SUBMIT COVER LETTER AND RESUME TO:

Human Resources

hr@cmhastartalking.ca

Please submit in a single document

APPROVED BY:

Danielle Greenwood
 Manager, Human Resources

January 28, 2025

Date

CMHA Simcoe County Branch is an equal opportunity employer committed to fostering a healthy and positive work environment. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, 1990 CMHA Simcoe County Branch will provide accommodations throughout the recruitment and selection process to applicants with disabilities. CMHA Simcoe County Branch supports the recovery of people with mental illness and promotes diversity in the workplace. We welcome all applicants including persons with lived experience, women, Indigenous people, people with disabilities, and members of the 2SLGBTQ+, visible minority and immigrant communities to apply. If selected to participate in the recruitment and selection process, please inform Human Resources of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.



JOB TITLE:	Nurse Practitioner (NP) (Regulated Health Professional)
PRIMARY LOCATION:	134 Anne Street, Barrie, Ontario
# OF DIRECT REPORTS	0.5 FTE RPN; 2 part-time Peer Support Workers
REPORTS TO:	Director, Service Operations
JOB SUMMARY:	The Nurse Practitioner, in accordance with the agency's policies, standards, and guidelines, provides primary health care, health promotion & education, and advocacy for rostered patients.
REVISED:	January 2025
REVISED BY:	Director, Service Operations; HR Generalist; CEO
<i>CMHA reserves the right the change job descriptions as the needs of the agency change.</i>	

CORE COMPETENCIES

- Work together in relationship to learn and grow
- Encourage understanding
- Listen with an open mind
- Laugh and enjoy humour compassionately throughout the day
- Notice the dignity and value of ourselves and others
- Engage others with compassion
- Share our stories and our hearts
- Strive to honour and respect ourselves and others
- Embrace a philosophy of harm reduction

DUTIES, RESPONSIBILITIES, AND RELATED TASKS:

1. Organizational

- Assist in the planning, implementation, and evaluation of programs and services.
- Have a strong commitment to quality improvement (QI) and support the continuous improvement of patient care on a team, and at the organizational and system levels.
- Comply with agency policies, standards, guidelines, and procedures.
- Participate effectively in staff and other designated meetings.
- Work in cooperation with management and other program staff in the provision of efficient and coordinated services.

2. Program and Services

- Oversee daily operations of a NP Clinic targeted at marginalized clients who would otherwise not have consistent access to primary care.
- As the lead clinician at the NP Clinic, perform all aspects of NP nursing care in accordance with standards of nursing practice established by the *College of Nurses of Ontario*.
- Manage 0.5 FTE RPN and 2 part-time Peers Support Workers, and liaise with Telemedicine Nurse, to support NP Clinic operations.
- Maintain appropriate physician consultation.
- Oversee a process to intake, roster and/or waitlist eligible patients prioritizing CMHA SCB clients who are not attached to primary care elsewhere.
- Refer patients to specialists, hospitals, community agencies, and/ or in-house staff as needed.
- Work in collaboration with other CMHA SCB staff and programs to coordinate and advocate for services/resources to meet patient needs such as housing, financial, vocational, educational, social, recreational, medical, legal, ADL, etc..
- Ensure clinical documentation is completed as required and that patient confidentiality is maintained at all times.
- Write reports, support letters, and chart summaries for transfer and/or legal purposes, as well as other related patient and workload measurement documents as required.
- Ensure program-level adherence to all relevant policies and procedures.
- Recommend and implement health, safety, and security procedures for staff and premises as needed.

3. Monitoring and Evaluation

- Evaluate the achievement of patient goals from the perspective of patients and, as needed, CMHA SCB Case Managers and staff, as well as patient satisfaction with services.
- Maintain participant/client records as per agency standards and Diversity, Equity and Inclusion (DEI) practices.
- Report in writing all accidents, injuries, and occurrences.
- Participate in other research and evaluation activities as needed.



4. Performance and Goals

- Responsible for achieving or exceeding set performance targets and goals as outlined by the organization and funder.

5. Community Relations

- Maintain positive relationships with CMHA SCB programs, networks, professional organizations and other related service providers.
- Represent the agency mandate, mission, values, and philosophies of the agency in the community, including networks or meetings as requested.
- Assist in the training and mentoring of students, new staff, and/or volunteers as needed.
- Participate in the development and support of policies/strategies that are in the best interests of public health, recognizing the social determinants of health such as adequate income, housing, and food.

6. Professional Development

- Set annual performance and professional development goals in consultation with supervisor.
- Participate in regular meetings with supervisor.
- Attend relevant conferences, workshops, and other in-service events as approved.
- Maintain registration with the *College of Nurses of Ontario* and adhere to the college's compendium of standards of nursing practice.

7. Other

- Provide staff back-up for any agency programs as appropriate.
- Assist in proposal development and implementation plans as required.
- Ensure data collection and prepare reports for agency and funders.
- Lead development and implementation of clinic systems/operational guidelines, procedures, and program standards.
- Perform other related duties as assigned by the Director, Service Operations.

KNOWLEDGE, SKILL AND BEHAVIOURAL COMPETENCIES REQUIRED:

- Understand and adhere to standards of professional nursing practice and patient care practice in accordance with the *College of Nurses of Ontario* as a Registered Nurse Practitioner (NP).
- Ensure activities meet with (and integrate with) organizational requirements for quality management, health and safety, values, and mission, together with embracing our harm reduction philosophy.
- Utilize a patient-centered approach to develop trusting relationships with patients of the NP Clinic.
- Have knowledge and experience in the following:
 - treatment of mental illness and addictions as well as the ability to assist patients with symptom management,
 - substance misuse, dual disorders, dual diagnosis and/or concurrent disorders,
 - harm reduction, client-centered recovery philosophy, and community service delivery,
 - services offered by CMHA SCB and other community resources connected to the provision of mental health and addiction services in Simcoe County, and
 - assessment, planning, and skill teaching strategies.
- Understand provincial/local legislation as well as government policies, procedures, and practices pertaining to services provided by the agency.
- Able to anticipate crises and to apply appropriate non-violent crisis intervention skills to de-escalate the situation.
- Able to work independently and in a team setting.
- Able to work with collaborating family physician(s) and psychiatrist(s).
- Able to influence stakeholders through diplomacy as well as negotiation skills in patient/system advocacy.
- Have management and leadership abilities as well as superior conflict management, problem solving and decision-making skills.
- Demonstrate exceptional verbal and written communication skills.

WORKPLACE REQUIREMENTS:

Hours of Work

- Thirty-five (35) hours per week.
- Able to work within a flexible framework to respond to patient needs.

Qualifications

- Bachelor of Science in Nursing, as well as being a Registered Nurse Practitioner (NP) in good standing with the *College of Nurses of Ontario*.
- Minimum three (3) years experience in mental health and/or addictions (community-based setting preferred).
- Must have a reliable source of transportation.



- Fluency in French or another second language would be an asset.
- Legally entitled to work in Canada.

Health and Safety

- Abide by the policies and procedures outlined by the organization.

MANDATORY TRAINING REQUIREMENTS:

- Staff Orientation
- Workplace Hazardous Materials Information System (WHMIS)
- Worker Health & Safety Awareness
- Automated External Defibrillator (AED) Training (First Aid, CPR)
- Non-Violent Crisis Intervention Training (NVCI)
- Applied Suicide Intervention Skills Training (ASIST)
- Diversity, Equity, and Inclusion (DEI) Training
- Harm Reduction
- Trauma Informed Care
- Others as identified by the organization