



## IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Registered Nurse – Medical Daycare	
Position Number(s)	Community	Division/Region(s)
17-13670	Yellowknife	Ambulatory Care and Medical Affairs/Stanton

## PURPOSE OF THE POSITION

Provides specialized nursing care to patients of the Medical Daycare Unit (MDCU) in accordance with established standards of nursing practice and the philosophy and objectives of the Northwest Territories Health and Social Services Authority (NTHSSA) to ensure that the patients' physical, emotional, psycho- social, spiritual and educational needs are met.

## SCOPE

Stanton is an accredited facility, located in Yellowknife, Northwest Territories (NWT). Stanton is the referral center for approximately 43,000 NWT residents and 5,900 residents from the Kitikmeot Region of Nunavut. Stanton provides health care services to adults and children on an inpatient/outpatient and outreach basis in order to restore health with dignity. Stanton recognizes the health hazards associated with tobacco in the workplace, both to smokers and non-smokers alike. Therefore, Stanton maintains a tobacco free environment within the building and throughout the property.

Located within Stanton and reporting directly to the Clinical Coordinator, Medical Daycare, the Registered Nurse, Medical Daycare (RN, MDCU) is one of base staff of six RNs who, with the Clinical Coordinator and the Clerk/Aide, provide care primarily to outpatients in the Medical Daycare Unit. Up to 25 cases are done in the MDCU per day with varying levels of complexity of the individual procedures, tests or treatments. The unit is open during the day Monday-Friday from 07:30. The staff work 7.5 hour shifts. The hours of operation may vary slightly depending upon the procedures scheduled for the day.

In emergent or unusual situations, the staff may be requested to stay or return to work off-

hours to assist with procedures or perform treatments which nursing staff from other units may not be familiar with.

The RN, MDCU is a member of a patient care team that provides direct care to primarily adult outpatients who are prepared for and undergoing medical procedures, tests, or treatments. The most responsible physicians for the majority of the cases done in the MDCU are specialists in Internal Medicine and General Surgery.

The position encompasses the roles of the multiple specialties of the MDCU. The RN, MDCU may function in a supportive/assisting role (i.e. in the endoscopy suite or with other procedures) or in a delegated, independent manner (i.e. chemo/IV therapy or halter monitor).

The RN, MDCU may be required to work in any or all of the areas on any given day, depending upon skill mix, staffing, activity, and acuity. The RN, MDCU may be responsible for multiple patients at any one time.

1. Endoscopy
  - a. Admit/Recovery/Discharge of the endoscopy patients
  - b. Endoscopy suite
    - i. Including basic diagnostic endoscopic procedures.
    - ii. Endoscopy therapeutic procedures. Including but not limited to: variceal ligation, polypectomy, injection therapy, electrocautery and argon plasma coagulation, pneumatic balloon and bougie dilators, and insertion of gastric feeding tubes.
    - iii. Physician directed administration of intravenous deep sedation.
2. Chemo/Intravenous (IV) therapy:
  - a. Administration of chemo/IV medications, basic and advanced.
  - b. Assessment and co-ordination of Oncology patients receiving chemotherapy treatments.
  - c. Central Venous Catheter {CVC} care.
    - i. Including but not limited to: PICC, Broviac, IVAD care, maintenance and problem solving of these devices.
3. Cardiac Diagnostics:
  - a. Cardiac Stress Testing, including the basic preparation for and assisting the Internal Medicine specialist in performing cardiac stress testing.
  - b. Holter Monitoring.
    - i. Including basic assessments for application/removal.
    - ii. Analysis and correction of the Holter monitor report to prepare it for the interpretation by the Internal Medicine specialist.
4. Other miscellaneous treatments and procedures:
  - a. Including but not limited to liver biopsy, phlebotomy, bone marrow biopsy, lumbar puncture.

The RN, MDCU acts as a patient advocate and facilitates communication between the patient, family, the physician, specialists, and other health care professionals within and beyond Stanton. Patients, family members and other caregivers (i.e. Community Health Nurses, physicians, etc.) of patients will often contact the MDCU staff for advice or direction prior, during and/or after the procedure, test or treatment. This constant and continuing communication and support results in a holistic approach to planning, organizing, teaching, and relationship development that will best meet the short and long term needs of the patient.

The MDCU patients' medical outcomes are somewhat predictable but may be of an unstable nature and normally require specialized professional nursing services. The Registered Nurse will need to independently make decisions regarding individual nursing care plans or interventions based on delegated medical orders.

Within the Medical Daycare Unit, a physician is not always readily available. As a result, the nurses in the unit may be required to use independent nursing interventions and transferred medical functions/delegated medical orders to treat a patient before the physician returns or arrives.

To avoid potentially serious complications during patients' medical procedures, tests, or treatments, the RN, MDCU assesses the patient pre-treatment and advises the physician if there are any medical concerns/conditions (i.e. patient is not appropriately prepared, irregular blood work, etc.), which may result in an increased risk for the patients, or rescheduling or cancellation of the procedure.

The RN, MDCU will be required to take diagnostic equipment and assist with the procedure on other units in emergent situations such as to ICU, the OR, or Emergency.

Based on patient census and acuity throughout Stanton the incumbent may be required to provide standardized nursing care to any and/or all of the nursing units within the scope of a RN's practice.

## **RESPONSIBILITIES**

**1. The Registered Nurse, Medical Daycare provides direct nursing care to patients who may be otherwise well and also to patients who are critical, acute, and chronically ill. The MDCU patients may be inpatients or outpatients requiring medical procedures, tests or treatment. The RN MDCU uses a problem solving approach and in accordance with the standards, guidelines and scope of professional nursing practice to facilitate individualized nursing care to patients of the Medical Daycare Unit.**

- The Registered Nurse will use Nursing Process (assess, plan, implement, document and evaluate care) to ensure a coordinated holistic approach which best meets the needs of the patient.
- Assists the Specialist during procedures, tests or treatments to ensure the patients achieve their optimal health and well-being.

- Assist patients to achieve their optimum level of health in situations of normal health, illness, injury, or through the process of dying.
  - Advocate the dignity and self-respect of patients.
  - Promote the autonomy of patients and help them to express their health needs and values to obtain appropriate information and services.
  - Safeguard the trust of patients that information learned in the context of a professional relationship is shared outside the health care team only with the patient's permission or as legally required.
  - Apply and promote principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources proportionate to their needs.
  - Act in a manner consistent with their professional code of ethics, responsibilities and standards of practice.
- 2. The RN, Medical Daycare facilitates implements and modifies patient and family education/teaching based on the needs of the patient and family.**
- Use a holistic approach to facilitate individual learning for patients and their families upon admission and transfer or discharge in relation to patient illness or injury (i.e. self-care, health promotion, etc.)
  - Assess the patient for physical and psychological needs, their knowledge of their health, disease process and learning needs.
  - Research, develop, revise and evaluate on an ongoing basis, best practice guidelines and educational resources necessary to support patients.
  - Coordinate the admission and/or discharge of patients. This includes explaining and ensuring that the patient understands the admission or discharge plan (established by the Health Care Team for the patients' care and treatment).
- 3. Advocate practice environments that have the organizational and resource allocations necessary for safe, competent and ethical nursing care.**
- Provide support, coaching and leadership to peers, students and other members of the health care team to develop skill levels necessary to achieve the standard of care.
  - Collaborate with nursing colleagues and other members of the health care team to advocate health care environments that are conducive to ethical practice and to the health and well-being of patients and others in the setting.
  - Orientation of new employees (including physicians) to specific specialty programs.
  - Participates in committees, task forces, and research projects as related to the Medical Daycare Unit and Stanton (i.e. accreditation).
- 4. As an RN with multiple specialties, the RN, MDCU assumes accountability for the standard of care delivered toward determining and achieving patient care goals.**
- Makes decisions necessary to promote change and ultimate goal of attainment.
  - Communicate with other members of the healthcare team regarding the patient's health care to provide continuity of care and promote collaborative efforts directed toward quality patient care.

- Research, develop, revise and evaluate on an ongoing basis, best practice guidelines related to new procedures, tests, and treatments.
- The RN, MDCU must develop and use technical trouble shooting skills related to the safe use and care of the MDCU equipment.
- In the absence of the Clinical Coordinator, the RN MDCU may be required to take charge or make decisions regarding the day-to-day operation of the unit (i.e. the addition of cases or management of equipment issues)

## **WORKING CONDITIONS**

*(Working Conditions identify the **unusual and unavoidable**, externally imposed conditions under which the work must be performed and which create hardship for the incumbent.)*

### **Physical Demands**

Between 50% to 80% of the incumbent's day will be spent standing and walking for long periods of time. In addition, the incumbent will be required to perform patient assessment or care while standing or bending often in an awkward position. (i.e. assisting in the endoscopy suite or with stress testing in a room removed from the unit, accessing central lines while the patient is sitting in a chemo chair)

Lifting and pushing will also be required to move and support patients who are unconscious or sedated and therefore dependent on the nurses. This may be done on an individual basis or as a group.

The RN, MDCU will be required to assist with moving furniture and equipment throughout the day to accommodate the changing needs of the patients and operation of the unit (i.e. stretchers, chemo chairs, equipment, and equipment carts).

Due to the nature of the work, which is unpredictable and fluctuating, the RN, MDCU is often unable to eat meals, take breaks or access washroom facilities at regular intervals (50-70% of the shift) (i.e. the incumbent will be unable to leave the endoscopy suite during a procedure or to leave the chemotherapy patient at critical points during their treatment).

Patients awakening from the effects of anesthetics may be disoriented and can be physically aggressive or their behavior may be unpredictable (25-50%). This may pose a risk for physical injury to the nurse.

### **Environmental Conditions**

During their shift (100% of time) an incumbent will have significant levels of exposure to communicable diseases, blood, and body fluids, hazardous materials (sharps, toxic cleaning and sterilizing solutions) that can result in potential health risks to the incumbent.

The RN, MDCU is responsible for administration drugs such as chemotherapy medications, which are highly toxic, where minimal levels of exposure to the incumbent are unavoidable. Prolonged exposure may result in serious health risks to the incumbent.

Within the small space of the MDCU there is frequent and prolonged exposure to noise from multiple sources including equipment (i.e. the suction pump, pulse oximeter, IV pumps), patient noises (i.e. moaning, passing gas, patient televisions), telephones ringing (i.e. physician's cell phones, 4 desk phones). There is also a daily risk for minor injury due to the frequency of having to provide patient care and move the equipment within the small space (70-80% of the shift).

### **Sensory Demands**

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during on-going assessment and continuous observation to monitor the patients within the Medical Daycare Unit. Many of the patients (i.e. Endoscopy and Chemo/IV therapy) within the Medical Daycare Unit are prone to complications arising from their treatment or procedure. Therefore, the RN, Medical Daycare must be constantly alert (100% of the shift) to patients' physical, psychosocial, spiritual, educational and emotional needs.

When working in the endoscopy suite, the incumbent will be required to spend long periods of time monitoring the video screen while assisting with an endoscopic procedure (50-80 % of the shift).

With multiple patients and often-high activity in the unit, the incumbent must be vigilant in the use of focused concentration (100% of the shift) (i.e. monitoring IV sites during the administration of certain chemotherapeutic medications, monitoring unconscious endoscopy patients who are unable to communicate with the staff). At the same time, when required, the incumbent must ensure that they use very focused concentration for specific tasks. (I.e. when two staff check chemo/IV therapy prior to administration).

### **Mental Demands**

The incumbent works in an atmosphere of change, critical patient flow and moment-to-moment must be prepared for all procedures and the anticipated and unanticipated aspects of the procedures.

The workload in the unit can be irregular. The RN, MDCU often has no control over the time it takes to complete a procedure. It may vary from minutes to hours. There is no control over either when the patients arrive for their procedure, test, or treatments or how they tolerate them. There is daily pressure to increase the speed at which the cases are done or to add additional cases.

There is often a variation in the nursing staff and physician skill level, work pace, or familiarity with the type of equipment used in the MDCU. This can be very stressful and may lead to mental fatigue or stress.

Patients who attend the MDCU for procedures, tests or treatments may be diagnosed with life threatening diseases or conditions. The patients and their family members may be very anxious or distressed regarding the invasive tests and real or potential diagnosis. Many of the chemotherapy patients are undergoing palliative treatments for their cancer and will eventually die of the disease possibly after months or years of treatment in the MDCU. The incumbents will be exposed to death/dying and other emotionally disturbing experiences on a daily basis. The RN, Medical Daycare is expected to remain calm, controlled and professional, regardless of the situation, and demonstrate compassionate care to the client, family and other members of the health care team.

The RN, MDCU is required to be motivated and innovative in the area of continuing education and practice to encourage the professional growth of self and others.

There is uncertainty in knowing what to expect while at work. There is legitimate concern about being responsible for the lives of patients and their families, risk of assault and unknown and unpredictable situations.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- The Registered Nurse, Medical Daycare must have knowledge of and an ability to apply standard and advanced nursing processes (assessment, planning, implementation and evaluation) and current nursing practice to ensure that the patients' physical, emotional, psycho-social, spiritual, and educational needs are met.
- As the NWT "specialists" in Endoscopy, Chemo/Intravenous therapy, Central Venous Catheters (CVC), and Cardiac Diagnostics, the R.N., MDCU must be able to provide training, advice and assessment in the use of specialized equipment, tools, techniques and medications (including but not limited to endoscopes, chemo/IV therapy, CVC).
- An ability to educate patients and their families (where applicable) on appropriate self-care methods and techniques.
- Advanced knowledge of biological, physical and behavioral sciences in order to recognize, interpret and prioritize findings and determine and implement a plan of action based on accepted standards of practice.
- Knowledge of and an ability to network resources within and outside Stanton (i.e. Social Services, Public Health, etc.) in order to ensure support of patients and their families.
- An ability to operate a desktop computer in order to send and receive electronic mail and conduct research over the Internet.
- An ability to operate and/or use standard medical equipment (such as but not limited to - peripheral IV pumps and lines, stretchers, ECG, thermometers, sphygmomanometer, blood glucose monitors, sharps, etc.).
- An ability to effectively operate non-medical equipment used during the care of patients within Medical Daycare (these include but are not limited to wheel chairs, etc.).
- Knowledge of various methods of infection control and associated risks of cross contamination for patients, visitors and other staff members.
- The MDCU, RN is the only Stanton staff that is familiar with the use and care of the specialized equipment used in the unit. Improper use, handling, or trouble shooting of

issues with the equipment could result in significant repair costs or risk of injury to patients. The endoscopy equipment has a replacement value of more than \$350,000.00.

**Typically, the above qualifications would be attained by:**

This level of knowledge is commonly acquired through the successful completion of a Nursing Degree. The ideal candidate would have recent experience in an Ambulatory care department where procedures are performed, with a minimum of 1 year experience in endoscopy and endoscopic therapeutic procedures, a minimum of 1 year experience in chemotherapy assessment and administration, or a minimum of 2 years' experience in either endoscopy and endoscopic therapeutic procedures or chemotherapy assessment and administration, and a minimum of 6 months experience in cardiac stress testing, holter monitor analysis, or cardiac monitoring.

**ADDITIONAL REQUIREMENTS**

**Stanton Regional Requirements**

Assets include:

- Advanced Cardiac Life Support (ACLS)
- A recent hospital approved certification course in chemotherapy administration - University level Oncology nursing course (i.e. the Oncology Nursing Distance Education Course - Alberta Health Services or other similar course)
- Canadian Nurses Association certification in either Gastroenterology or Oncology - Other skills and qualifications may be considered on a case-by-case basis

Within the Stanton Region Registered Nurses must be registered with the Registered Nurses Association of the Northwest Territories and Nunavut (RNANTNU) and must be able to acquire within a reasonable time frame and remain current the following mandatory certifications:

- Non-Violent Crisis Intervention
- Blood Glucose Monitoring
- WHMIS
- Intravenous Therapy
- Internet and e-mail applications
- Fire training
- Certification on Basic Cardiopulmonary Resuscitation (CPR)

In addition, the Registered Nurse, Medical Daycare must be able to acquire within a reasonable time frame and remain current with the following certification or skills:

- Electrocardiogram (ECG) Interpretation
- Central Venous Catheters (CVC)
- Chemo/IV Therapy
- Endoscopy techniques including but not limited to: variceal ligation, polypectomy, injection therapy, electrocautery and argon plasma coagulation, administration of sedative medications, pneumatic balloons and bougie dilators



- Chemotherapy and other advanced intravenous medication administration, including but not limited to: Central venous catheter (CVC) care and removal (including but not limited to: PICC, Broviac IVAD care, maintenance and problem solving).
- Cardiac diagnostics, including but not limited to: Cardiac stress testing; Holter
- Monitoring (including the basic assessments for application/removal and analysis for preparation for interpretation by the Internal Medicine specialist).
- Other miscellaneous procedures including but limited to: bone marrow biopsy, liver biopsy, phlebotomy, and paracentesis.

**Position Security** (check one)

- No criminal records check required
- Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

**French language** (check one)

- French required
- French preferred
- French not required