



## Position Description

Position Title	<b>Mobile Mental Health &amp; Addictions R.P.N.</b>		
Program Name	Mobile Mental Health & Addictions Clinic	Position Classification	8RPN
Reports To	Manager of Mobile Mental Health & Addictions Clinic		
Effective Date	February 2022	Review Date	

### POSITION SUMMARY

The Mobile Mental Health and Addictions Clinic (MMHAC) program delivers mental health assessment and treatment services for individuals residing in rural and remote regions of the Haliburton, Peterborough and Northumberland Counties as well as the City of Kawartha Lakes.

The Mobile Mental Health and Addictions R.P.N. is a member of an inter-disciplinary team and works collaboratively with all MMHAC. team members including Psychiatrists, Case Manager/Clinicians, and partner organizations and practitioners. This is a mobile position and each Mobile Mental Health and Addictions R.P.N. will be primarily assigned to either the Haliburton/Kawartha Lakes area or the Peterborough/Northumberland area however they may at times be asked to provide services across the 4 counties.

The Mobile Mental Health and Addictions R.P.N. is responsible for physical assessments of clients, and from a holistic perspective works closely with MMHAC Mental Health Clinicians, Psychiatrists and other partners to improve overall health, wellness, and recovery, including mental health, of clients and their families. The Mobile Mental Health and Addictions R.P.N. regularly participates in the Mobile Mental Health clinic and is responsible for physical health monitoring and consultation regarding medical aspects of recovery. The Mobile Mental Health and Addictions R.P.N. assists with medication management, monitoring of symptoms, physical health monitoring, consultation, crisis intervention, and public education. In addition, the Mobile Mental Health and Addictions R.P.N. provides assistance with Community Withdrawal Management in collaboration with a team of professionals providing addictions services to clients. The Mobile Mental Health and Addictions R.P.N. applies harm reduction, trauma-informed, recovery principles and empowerment oriented philosophies and practices.

### KEY RESPONSIBILITIES

#### 2. Client Services

- Regularly visits with MMHAC. clients (in the mobile clinic, or community) who have identified needs for physical health and lifestyle assessment/monitoring/intervention.
- Assessment and monitoring of physical health of MMHAC. clients to promote physical well-being and healthy lifestyle as an essential component of recovery.
- Provide mental health intervention as required, in collaboration with the Mental Health Clinicians.



- Individual and family consultation, including health teaching regarding diet, nutrition, exercise, and lifestyle issues related to recovery.
- Complete Mobile Mental Health and Addictions R.P.N. duties in collaboration with psychiatrists such as blood pressure, weight, health assessment, and medication management.
- Provide assessment, education, and follow-up care to individuals at risk of developing or experiencing symptoms or side-effects related to their course of treatment.
- Consultation regarding MMHAC. clients with other professionals including family physicians and specialists in a variety of fields.
- Perform nursing duties with clients including medication administration, long-acting injections, monitoring of medication efficacy and side effects to clients of the MMHAC. as directed by their Psychiatrist.
- Facilitate or co-facilitate health-related groups for clients and families.

### **3. Documentation**

- Ensure all client documentation is accurately recorded in a timely manner, as required by agency and program policies and procedures e.g. consents, progress notes, service agreements, crisis plans, safety reports, risk assessments, medication reconciliations, Home Safety Risk Assessments, etc.
- Complete the O.C.A.N. assessment and planning tool (I.S.P.) with clients according to the established O.C.A.N. completion schedule for this program
- Complete all other necessary program documentation e.g. internal and external referral forms
- Complete all required program-related data collection (e.g. statistics, outcome measures, etc.) in an accurate and timely manner
- Complete administrative tasks in a timely manner, e.g. expense claims, time sheets, Visa requests, etc.

### **4. Transportation**

- Share responsibility for the mobile mental health clinic vehicles, including scheduling destinations, driving the vehicles, completing checklists to monitor mechanical functions, and identifying any concerns to the program manager
- Utilize other agency vehicles, or personal vehicle for service delivery to rural and remote locations, according to agency policies and procedures

### **5. Other Activities**

- Develop and promote collaborative partnerships with other service providers, agencies, and community partners to facilitate collaborative client-centered care in accessible locations and modalities, in remote and rural parts of catchment area
- Participate in the identification, development, implementation, and evaluation of other services in the MMHAC
- Contribute to the overall development of Nursing program and healthy living programs for MMHAC. clients.
- Participate as an active member of a client's treatment team.



- Working both individually and as part of a multi-disciplinary team to coordinate health services for clients and families of the MMHAC. program.
- Participate in annual compliance review, as required
- On an occasional rotational basis, fill in for other Nurses in other C.M.H.A. H.K.P.R. programs, during periods of absence, to ensure service continuation.

## **6. Performance Management and Professional Development**

- Participate cooperatively in the agency performance management process/system
- Stay current on relevant legislation and best practices, current research, policies, and procedures
- Participate in ongoing professional development and mandatory training
- Actively engage and participate in supervisory process
- Maintains current certificate of competence as an R.P.N. with the College of Nurses of Ontario (CNO) and accepts responsibility for professional competency as a nurse in accordance with CNO's practice standards.
- Maintain membership in good standing with R.P.N.AO and have liability insurance.

## **7. Health and Safety – Worker Responsibilities**

- Work in compliance with the Occupational Health and Safety Act, applicable regulations and all organizational health and safety requirements and procedures to ensure the health and safety of clients, staff/colleagues, volunteers, and students

## **8. Client Safety**

- Adhere to C.M.H.A. H.K.P.R. client safety programs including program policies as well as infection control and prevention procedures. In partnership with clients, family members, and fellow staff, maintain open lines of communication to assist the organization in identifying and achieving quality outcomes for client safety. Report client safety incidents and suggested improvements to manager or delegate.

## **9. Other Duties as Assigned**

- Attend, participate in team/staff meetings, and all-staff meetings as required
- Participate in agency quality improvement activities, e.g. accreditation projects, committees, special events, etc.
- Participate in quality improvement activities at the team/program level
- Participate in external committees as required
- Duties may change from time to time

## **A. REQUIREMENTS OF THE POSITION**

### **Education and Training**

- Successful completion of an approved Nursing Degree (R.P.N./R.N.).



- Maintains current certificate of competence as an R.P.N. with the College of Nurses of Ontario (CNO) and accepts responsibility for professional competency as a nurse in accordance with CNO's practice standards.
- Maintain membership in good standing with R.P.N.AO and have liability insurance.

We recognize that mandatory training before hire is an asset, however, successful completion of the training applicable to this role shall be requirements for continued employment in this position:

- Health and Safety Training (including but not limited to the following)
  - Globally Harmonized System (previously W.H.M.I.S.)
  - Infection, Prevention & Control
  - Workplace Violence
  - Accessibility for Ontarians with Disabilities Act
  - Ontario Common Assessment of Need (O.C.A.N.)
  - Client Record Management and Assessment Software (C.R.M.S.)
  - Applied Suicide Intervention Skills Training (A.S.I.S.T.)
  - Non Violent Crisis Intervention (N.V.C.I.)
  - First Aid/Cardiac Pulmonary Resuscitation (C.P.R.)
  - Any training required to maintain good standing with the College of Nurses

#### **Assets with regard to this position**

- Successful completion of a university degree or college diploma in social/health sciences or related disciplines is an asset.
- Additional Nursing certifications, such as Mental Health Nursing.

## **B. RELATED AND RELEVANT EXPERIENCE**

### **Mandatory Experience**

- 3 or more years of related, preferably clinical, experience as a Registered Nurse/Registered Practical Nurse in a hospital or community setting.
- Demonstrated knowledge of the *Ontario Mental Health Act*, *The Health Care Consent Act*, social service benefits, related legislation in Ontario and community resources in the Central East Local Health Integration Network.
- Demonstrated health assessment skills, sound clinical judgment and decision-making skills.
- Demonstrated knowledge of mental illness, concurrent disorders and crisis intervention.
- Demonstrated ability, commitment to and knowledge of community health care.
- Demonstrated ability to work collaboratively in an interdisciplinary team environment.
- Demonstrated interpersonal skills used to work with clients in a diverse practice population.



- Demonstrated ability to work independently, as well as, within a team.
- Experience with and knowledge of medication injections including administration, documentation, monitoring, and side effects.
- Demonstrated knowledge of computer applications (Outlook, M.S. Office, databases).

### **Preferred Experience**

- Experience in Nursing related to the mental health field, including working with addictions, dual diagnosis and/or challenging behaviours.
- Experience in Community Nursing.
- Intermediate to advanced minus proficiency in French.
- Experience working with youth and young adults experiencing psychosis for the first time.
- Lived expertise with a mental health concern or addiction, either personally or with a family member is an asset
- Intermediate to advanced minus proficiency in French

### **C. COMPETENCIES**

- Refer to C.M.H.A. H.K.P.R Competency Matrix

### **D. OTHER**

- Valid driver's license
- Automobile in good repair and insurance coverage as required by agency policy
- Satisfactory driving record search
- Satisfactory police records search
- Satisfactory references
- Intermediate to advanced minus proficiency in French
- Lived expertise with a mental health concern or addiction, either personally or with a family member is an asset
- Proof of receipt of full COVID-19 vaccine
- Ability to work remotely, for example from home, as required.
  - Requirement to have reliable home internet service and the technology to complete work from a remote location, for example computer/laptop, telephone, etc.

### **E. WORKING CONDITIONS**

- Work in office environment or in the community across the four counties. May also work in client's homes.
- Work involves the operation of a commercial vehicle in the community across the four counties, in various types of weather and conditions.
- May work in a remote environment, such as a personal home, as required
- Work directly with individuals with a with serious mental illness and/or dual diagnosis and/or addictions
  - who are experiencing emotional and/or mental health issues and are working towards recovery



- may be experiencing crisis instability and various levels of functioning
- may be experiencing poverty
- There are multiple competing demands which require time management skills, the ability to be flexible and to prioritize
- Work in a stressful environment where there are mental and emotional demands. There is a high volume of work as well as the unpredictable work, life-threatening situations for others such as instances of suicide
- Some evenings may be required, weekend shifts
- Work may also involve transporting clients in personal or agency vehicles.

<b>Review and Approval Dates</b>	
Program Manager	Date
I have read and understood the above position description	
Employee	Date