

## New

Ministry

### Describe: Basic Job Details

#### Position

Position ID

Position Name (200 character maximum)

Requested Class

Supervisory Level

Cost Centre

#### Employee

Employee Name (or Vacant)

#### Organizational Structure

Division, Branch/Unit

 Current organizational chart attached?

Supervisor's Position ID

Supervisor's Position Name (30 characters)

Supervisor's Current Class

### Design: Identify Job Duties and Value

#### Job Purpose and Organizational Context

Why the job exists:

The Medical and Health 2 (MH2) position supports the delivery of high-quality, holistic health care services within a 24/7 residential care setting for youth aged 11 -17 years who are in care at the Yellowhead Youth Provincial Campus Based Care (PCBC) in Edmonton. As a Registered Nurse (RN), the MH2 plays a vital role in identifying health needs and setting care priorities in collaboration with the multidisciplinary team.

This position utilizes the nursing process, critical thinking, and sound clinical judgment to deliver patient- and family-centered care that aligns with PCBC's policies, procedures, values, and shared vision. The MH2 is essential in ensuring safe, compassionate, and culturally sensitive care to support the physical, emotional, and developmental needs of youth residing at PCBC.

#### Responsibilities

Job outcomes (4-6 core results), and for each outcome, 4-6 corresponding activities:

#### Section: Responsibilities:

1. Responsible for ensuring effective service delivery by planning, implementation of nursing/health services by:

- Complete patient intakes and care plans in a timely manner, utilizing tools, forms, and processes that are aligned with PCBC policy and procedures.
- Demonstrates knowledge and utilize the nursing process with assessments, interventions, monitors, evaluates and documents treatment and its progress.
- Demonstrates knowledge and actively responds to medical emergencies and experience in de-escalating crisis situations.
- Facilitates and collaborates with our Providers in clinic (Pediatricians, Psychiatrist and Nurse Practitioner) along with the ability to provide concise and objective assessments when contacting for consultation and follow up.
- Coordinating appropriate nursing and health supports such as labs, pharmacy, medical vendors and community resources.
- Making decisions, taking action and providing guidance in nursing interventions related to the prevention, health treatment and crisis situations.
- Responsible for the delivery of Medication Administration Training to the staff at PCBC.
- Strong interpersonal skills to interact with clients from diverse backgrounds within a client/family-centered and trauma informed model of care.
- Knowledge and management of the withdrawal symptoms and the OAT programs and psychopharmacology, including psychotropic medication and side effect.
- Practice according to the code of ethics and practice standards of CARNA.
- Ensuring that all documentation is factual, accurate and completed in a timely manner.
- Responsible for monitoring, maintaining and ordering supplies for healthcare services as per PCBC policies and procedures.
- Support, monitor and educate in care and medication delivery with the frontline staff.
- Guiding and coaching the frontline staff with nursing protocols and/or procedures.
- Collaborate and support PCBC youth to access the Virtual Opioid Dependency Program and the Virtual Rapid Access Addiction Medicine program.
- Demonstrate leadership, superior problem solving, critical thinking skills, prioritize and work independently while handling multiple competing priorities.
- Working knowledge of harm reduction practices, abuse and trauma, sexual exploitation, addictions, mental health, homelessness, inner city, and Indigenous culture.
- Providing after hours on-call support to PCBC staff on a rotational basis and cover off to the Nurse Supervisor (MH3) in their absence.

2. Monitors and maintains a health living environment:

- Ability to create a safe and caring atmosphere for the children and youth we serve using trauma informed care approach.
- Acting as an advocate and using a holistic approach to enhance the quality of life for the children and youth residing at PCBC.
- Liaising with parents, guardians, child intervention practitioners, CYC's and external stakeholders.

- Responding to the medical needs of the youth in a timely manner.
- Ensuring that safety standards are met (i.e. maintenance of equipment, implementing preventative measures as required, ensuring medical supplies are available).

### Problem Solving

Typical problems solved:

- Strong sense of responsibility, and commitment.
- Thorough understanding of PCBC policies and procedures.
- Strong communication skills, both written and verbal.
- Strong interpersonal skills to interact with clients from diverse backgrounds within a client/family-centered and trauma informed model of care.
- Knowledge and management of the withdrawal symptoms and the OAT programs and psychopharmacology, including psychotropic medication and side effect.
- Basic keyboarding/computer skills.
- Effective interpersonal skills.
- Effective conflict resolution skills.
- Effective knowledge and understanding of performance standards and measures.
- Effective organizational skills and self-motivation.
- Ability to work independently and be adaptable to changing situations.
- Ability to develop client focus strategies to deal with health issues of residents.

Types of guidance available for problem solving:

The Registered nurse will report to the nurse supervisor for support.

Direct or indirect impacts of decisions:

Direct impacts include providing direct patient care, such as administering medications and performing vital signs, under the direction of medical practitioners or registered nurses.

Indirect impacts involve influencing patient outcomes through collaboration with other healthcare professionals, ensuring infection control, and contributing to the overall quality of care within the healthcare setting.

### Key Relationships

Major stakeholders and purpose of interactions:

**Internal:** Child intervention practitioners, child and youth care counselors, in-care status youth ages 11-17, recreation therapists, addictions counselors, practice specialists (clinical, Indigenous, training), psychologists, members of leadership within Provincial Campus Based Care sites.

**External:** Members of the support network, parents, guardians and other service providers. Health care professionals, physician, psychiatrist, contracted pharmacist, physiotherapist and service providers of other agencies.

### Required Education, Experience and Technical Competencies

Education Level	Focus/Major	2nd Major/Minor if applicable	Designation
Bachelor's Degree (4 year)	Other		

If other, specify:

**Nursing**

Job-specific experience, technical competencies, certification and/or training:

- Completion of an accredited practical nurse education degree program
- Strong practical knowledge of nursing techniques and procedures.
- Active registration with good standing with the College of Registered Nurses of Alberta (CARNA).
- Current BLS-HCP.
- Asset/Additional qualifications: one year of recent experience or education (within the last 2 years) that specializes in children and youth in addiction and mental health assessment and treatment. Working knowledge on psychotropic medication, psychopathology, Virtual Opioid Dependency Program, Virtual Rapid Access Addiction Medicine, and harm reduction care model.

### Behavioral Competencies

Pick 4-5 representative behavioral competencies and their level.

Competency	Level					Level Definition	Examples of how this level best represents the job
	A	B	C	D	E		
Systems Thinking	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>Takes a long-term view towards organization's objectives and how to achieve them:</p> <ul style="list-style-type: none"> <li>• Takes holistic long-term view of challenges and opportunities</li> <li>• Anticipates outcomes and potential impacts, seeks stakeholder perspectives</li> <li>• Works towards actions and plans aligned with APS values</li> <li>• Works with others to identify areas for collaboration</li> </ul>	
Creative Problem Solving	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>Focuses on continuous improvement and increasing breadth of insight:</p> <ul style="list-style-type: none"> <li>• Asks questions to understand a problem</li> <li>• Looks for new ways to improve results and activities</li> <li>• Explores different work methods and what made projects successful; shares learning</li> <li>• Collects breadth of data and perspectives to make choices</li> </ul>	

Agility	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	Works in a changing environment and takes initiative to change: <ul style="list-style-type: none"> <li>• Takes opportunities to improve work processes</li> <li>• Anticipates and adjusts behaviour to change</li> <li>• Remains optimistic, calm and composed in stressful situations</li> <li>• Seeks advice and support to change appropriately</li> <li>• Works creatively within guidelines</li> </ul>	
Build Collaborative Environments	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	Collaborates across functional areas and proactively addresses conflict: <ul style="list-style-type: none"> <li>• Encourages broad thinking on projects, and works to eliminate barriers to progress</li> <li>• Facilitates communication and collaboration</li> <li>• Anticipates and reduces conflict at the outset</li> <li>• Credits others and gets talent recognized</li> <li>• Promotes collaboration and commitment</li> </ul>	

**Benchmarks**

List 1-2 potential comparable Government of Alberta: [Benchmark](#)

**Assign**

The signatures below indicate that all parties have read and agree that the job description accurately reflects the work assigned and required in the organization.

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Employee Name

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Date yyyy-mm-dd

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Employee Signature

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Supervisor / Manager Name

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Date yyyy-mm-dd

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Supervisor / Manager Signature

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Director / Executive Director Name

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Date yyyy-mm-dd

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Director / Executive Director Signature

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ADM Name

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Date yyyy-mm-dd

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ADM Signature

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DM Name

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Date yyyy-mm-dd

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DM Signature