



UNION JOB DESCRIPTION

JD1948

JOB TITLE:	Clinical Nurse Leader	JOB DESCRIPTION NO.:	N.NI.21002.009/N.CI.21002.025
CLASSIFICATION:	Direct Patient Care - Profile Classification - Level 4	GRID/PAY LEVEL:	NL4
COLLECTIVE AGREEMENT:	Nurses Bargaining Association	HSCIS NO.:	21002
UNION:	BCNU	JOB/CLASS CODE:	21002
PROGRAM/DEPARTMENT:	Community Hospitals	BENCHMARKS (If Applicable):	
REPORTING TO:	Clinical Coordinator		
FACILITY/SITE:	Campbell River District General Hospital (CRH); Comox Valley Hospital (CVH); West Coast General Hospital (WCGH); Nanaimo Regional General Hospital (NRGH); Cowichan District Hospital (CDH)		

JOB SUMMARY:

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health) patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

The Clinical Nurse Leader provides leadership in the day-to-day operations of an assigned unit/service area. Providing leadership to the multi-disciplinary team, this position coordinates and facilitates daily clinical activities, ensuring effective use of resources. Acts as the communication liaison between members of the multi-disciplinary team, as well as other health care professionals and administrative personnel outside the unit/service. Supervises staff, provides leadership and functions as a role model and coach to assist staff with professional development and achievement of unit/service goals. Contributes to the monitoring and development of the operating plan. Provides leadership within the unit/service for quality and risk management activities.

TYPICAL DUTIES AND RESPONSIBILITIES:

1. Provides leadership in day-to-day operations:

- Supervises staff, and assigns work.
- Provides input to Coordinator for individual performance planning and feedback sessions; monitors and evaluates staff performance and provides constructive feedback through informal opportunities.
- Provides ongoing coaching and mentoring to facilitate performance improvement and the achievement of individual objectives.
- Works with the Manager to manage individual performance involving corrective action.
- Assists in recruiting staff, provides input into hiring decisions; and may sit on selection panels.
- Utilizes knowledge and clinical expertise in specialty area by being a resource person to physicians and nursing staff, provides support to staff on the use of education material, adherence to policies, and nursing skill development.
- Supports the orientation process for new staff.

2. Coordinates patient care delivery:

- Contributes to the development of unit/service specific policies and procedures and standards for care, and recommends revisions as necessary;
- Coordinates patient flow in consultation with interdisciplinary team members and appropriate unit, department, or outside institutions/agencies;
- Collaborates with Utilization Coordinators and/or others to ensure timely admission and discharge of patients/clients/residents and appropriate utilization of beds/services.
- Attends and/or facilitates bed management meetings and interdisciplinary rounds;
- Assesses daily staffing needs based on planned patient activity and acuity and ensures appropriate resources are available to meet patient care requirements;
- Develops and/or approves the final schedule for nursing staff. Ensures that self-scheduling processes support patient/client/resident care needs and comply with self-scheduling guidelines;
- Ensures completion of staff assignments, consulting as necessary and revising according to activity and staff changes;
- Provides support to staff in planning and prioritizing patient care delivery;
- May act as initial support person for families in crisis. Acts as contact for patients and families in conflict situations;
- Ensures proper hand-over of unit and patient care responsibilities on a shift-to-shift basis;
- Addresses intra-unit coordination and operational issues that may arise.

3. Provides Leadership:

- Promotes a supportive, collaborative environment for all staff using a team approach
- Demonstrates the ability to facilitate change.
- Ensures a model of care exists for a unit/service area
- Participates in program/organizational committees as required.
- Facilitates the achievement of program goals
- Models conflict resolution skills.
- Mediates and negotiates issues that arise within the unit or department.
- Facilitates the implementation of program, organizational and professional standards.
- Serves as a professional role model.

4. Authorizes and approves overtime and minor operational expenditures:

- Participates in the review and assessment of the unit's operational performance.
- Participates in the operating planning process for the service/unit.

5. Participates in the evaluation of equipment, products and supplies:

- Responsible for ensuring efficient and effective inventory and purchasing processes, as well as the identification and follow-up of maintenance issues.

6. Provides leadership within the unit/service for Quality and Risk Management:

- Promotes and facilitates a safe and therapeutic environment for the provision of care;
- Addresses and documents any risk management and quality issues as they arise;
- Follows up and contributes to the resolution of risk management issues;

- Identifies and follows up on opportunities for continuous quality improvement;
- Participates in quality improvement initiatives;
- Takes a leadership role, in collaboration with the Manager, for initiation and follow-up of Critical Occurrences and in emergency measures situations.

7. Performs other related duties as required.

QUALIFICATIONS:

Education, Training And Experience

Graduation from a recognized nursing program or evidence of equivalent combination of education, training and experience. Registration with BC College of Nurses and Midwives as a practicing RN registrant. Three to five years' recent related experience, including two years' relevant clinical experience.

Skills And Abilities

- Strong interpersonal and leadership skills;
- Ability to supervise;
- Ability to organize, coordinate and prioritize own work and that of others;
- Ability to use a collaborative approach to problem solving supported by a systems approach;
- Ability to effectively employ human relation skills including conflict resolution;
- Contributes to the professional and the organizational vision as it pertains to clinical practice and patient care;
- Demonstrated critical thinking and problem solving skills;
- Demonstrated commitment to collaborative practice and life long learning;
- Ability to operate related equipment;
- Physical ability to perform the duties of the position.