

RPN and Community Hospice Coordinator

The Employee is accountable to the Residential Manager and Executive Director.

The Heart of Hastings Hospice is a community-based, volunteer driven organization that offers excellent support and care to individuals and families through their end-of-life journey and grief. It is with the hearts and skills of our trained volunteers and staff that allow us to work towards sustaining a Compassionate Community model of care.

Education –Fully licensed RPN in good standing with the RPNAO

Position Summary: The Registered Practical Nurse (RPN) plays a key role in the provision of high-quality, client-centered, culturally sensitive care at hospice. Working within an inter-disciplinary team, the RPN will practice to the full scope of her degree, while applying evidence-based best practices under the philosophy of hospice palliative care. This individual will exhibit strong interpersonal, skills as well as strong attention to detail.

Duties and Responsibilities:

The duties of the Employee will include but not be limited to the following:

Residence:

- Contributing to the monitoring, and evaluation of resident care plans
- Administering medications and treatments and evaluating effectiveness and reporting accordingly
- Providing competent, evidence-based clinical care including admissions, discharges/deaths when necessary
- Maintaining accurate clinical records, documented in accordance with CNO Standards as outlined according to protocols, within scope of practice and in accordance with the employer's policies and procedures.
- Continuously monitors the person's daily physical, emotional and psychological functioning, adapts approaches within the RPN scope and promptly recognizes and reports changes to the primary care provider
- Demonstrates knowledge of the stages of dying, recognizes signs of active dying and communicates with the designated provider(s) regarding the person's changing needs
- Observes changes in the person's level of pain and distress, reports to the primary care provider, and provides comfort
- Liaising with physician's/nurse practitioners' other providers to support the resident & family
- Identifying, documenting and reporting unusual incidents/occurrences

Community:

Assess clients and their caregiver(s) condition and needs; develop a care plan; implement volunteers and/or conduct system navigation on behalf of the client and monitor and evaluate the care plan for changes and/or updates.

Care planning addresses physical, clinical, psycho-social and spiritual needs of patients and their families through support, guidance and education efforts.

Collaboratively develop a care plan reflective of the identified holistic needs and implement the care plan.

Assess the home environment and physical needs for safety in order to match volunteers based on shared interests, and needs/availability.

System Navigation and resource identification within the Healthcare System and Community Support Services sector.

Share information and provide health teaching education to individuals and family members.

Provide psycho-social support to clients and caregivers

Manage client files and case notes, and ensure information remains current and up-to-date.

Process the necessary documentation in the management of each case (database, metrics).

Call or visit all individuals on service a minimum of once a month, and more frequently as needed.

Accompany volunteers on “home” visits for initial orientation and training purposes if special care required.

Participate in monthly volunteer support meetings.

Facilitate caregiver supports to reduce isolation, and prevent caregiver burnout

Complete annual audit of community hospice clients for accreditation purposes