

1. IDENTIFICATION

Position No.	Job Title	Supervisor's Position	Fin. Code
10-4835	Mental Health Consultant: Psychiatric Nurse	Manager, Mental Health	10280-01-4-420-1000000-01
Department	Division/Region	Community	Location
Health	Mental Health / Kitikmeot	Kugluktuk	Kugluktuk, NU

2. PURPOSE

Main reason why the position exists, within what context and what the overall end result is.
<p>This position provides case management and facilitation services for the mentally ill in conjunction with consultative and referral services for professional medical staff and social workers, by providing community based outreach support services, in order to ensure compliance with treatment, safety of the community, and full utilization of existing resources.</p> <p>The incumbent deals with mental illness, suicide ideology and methodology, crisis intervention and assessment, family violence, anger management and past abuse issues, etc.</p>

3. SCOPE

Describe in what way the position contributes to and impacts on the organization.
<p>This position is located in Kugluktuk and reports to the Manager, Mental Health. It impacts the public by increasing public safety as well as public awareness of mental health issues. Various departments are impacted by the position, including the RCMP and all social and medical programs offered in the Region as well as the private sector. The budget of various departments can be affected in terms of reduced need for medical transportation, medivacs, hospital bed utilization, and emergency ward usage, criminal charges that result in probation, parole and social programs.</p>

4. RESPONSIBILITIES

Describe major responsibilities and target accomplishments expected of the position. For a management position, indicate the subordinate position(s) through which objectives are accomplished.

To provide clinical intervention to mentally ill clients and their families in order to minimize its impact and improve general functioning by:

Regular counselling
On-going assessment
Necessary referral
Developing treatment plans
Home visits
Travelling to communities (for training only)
Coordinating services

Community-Wide Initiatives

Providing community awareness and education
Acting as a resource centre for the community and the public
Liaising with service agencies throughout the community and region

Administrative Tasks

Case management
Charting and documentation of client history and progress
Facilitating guardianship applications
Accountability for a budget if applicable
Program evaluation
Assessment and arranging travel needs in conjunction with other health care professionals

Developing and implementing treatment plans

By counselling survivors of suicide and families
By conducting risk assessments and crisis intervention
Initiating and conducting individual and family case conferences as required with other professionals and/or member of the treatment team

To provide an advocacy and mediation avenue to increase the standard of living of people with mental illness and to promote independent living by:

Identifying prospective landlords and employers
Mediating disputes
Assisting clients to access recreational and educational pursuits
Voicing client concerns to physicians
Helping to improve communication and relationships between client and family

Providing coaching concerning life-skills to promote independent living, to prevent family break-up and to prevent victimization of the mentally ill by:

Assisting clients with daily tasks, e.g., compliance with medication
Teaching and demonstrating basic housework skills
Teaching grooming and hygiene habits

Consulting and collaborating with other agencies and professionals to make better use of the existing resources, to prevent the spread of infectious disease and to bridge the gap between medical and social programs thereby enabling agencies to work cooperatively together.

These agencies and professionals will include:

The communities of the Kitikmeot Region and their local Social Services programs

Police Services
Correctional Operations
Mental Health Associations
Physicians
The Centre for Addiction & Mental Health
Homeless & Women's Shelters
Community service and volunteer groups

The quantitative measures to assess services provided include:

The number of mentally ill clients on the caseload
The number of homeless mentally ill
The number of criminal charges against the mentally ill and against others relating to violence toward the mentally ill
The rate of compliance with treatment and medication
The number of days hospital beds are in use for mentally disturbed persons

Performing an administrative function to ensure optimal utilization of the existing resources by:

Organizing and managing the client caseload
Preparing reports
Maintaining statistics

Provides professional nursing or social work care to clients, individuals, families, groups, or community, in accordance with departmental policies and procedures by:

Applying the Nursing Process (assessment including diagnosis, planning, implementation, evaluation) to assist in the process to achieve and maintain optimum mental health, to alleviate suffering and to promote mental health

Providing short term inpatient care as required

Performing nursing or social work, mental health and related practice functions according to established policies and procedures

Providing non-emergency and emergency mental health treatment services

Making decisions regarding client management including crisis management, and facilitating referral in consultation with other professionals (e.g. Health Care, Social Services)

Initiating and conducting individual/family case conferences with nursing/social work/medical/and/or other health care providers

Participating in the delivery of a community mental health service to satellite communities, where applicable, through visits and by telephone, radio, radiophone, or telecommunication consultations

Providing easily accessible mental health services (e.g., home visits, schools, Correctional Centre, RMCP office for in custody individuals)

Identifying and utilizing available support agencies and resource people

Arranging for safe client transport in consultation with Manager, Mental Health and Wellness Programs and/or other health care professionals as required; acting as psychiatric escort when required

Nurse incumbent may prescribe and dispense pharmaceuticals in accordance with established regulations, policies, practices and safety procedures

Maintaining confidentiality of all client related information

Responsible for promotion and prevention activities.

Acts as a resource to other health and social services providers in the community.

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5. KNOWLEDGE, SKILLS AND ABILITIES

Describe the level of knowledge, experience and abilities that are required for satisfactory job performance.

Knowledge of:

Family dynamics and child development issues
Dynamics of mental health including the processes of diagnosing and treatment
Short-term and long-term effects of sexual abuse
Social work practice and ethics
Suicide
Risk Assessment
Mental Health Act
Guardianship Act
Child welfare legislation
Protocols as used by the RCMP
The criminal justice system
Current literature on mental health
Traumas and recovery
Community resources
Community development models
Various clinical interventions and treatments
Consultation processes
The structure of basic contracts
Inuit culture and tradition

Skills:

Good interpersonal and communication skills
Assessment (various techniques for mental status and life skill proficiency)
Excellent verbal, written, research and communication skills
Interviewing and interpersonal skills
Time management
Counseling experience, de-escalation techniques

Abilities:

Establish appropriate boundaries
Analyzing and simplifying complex situations
Ability to suspend judgment of certain kinds of behavior while at the same time creating rapport with clients
To cope with and manage stress and maintain a calm demeanor in crisis situations

Ability to speak Inuktitut would be a definite asset

Diploma in Psychiatric Nursing with 1-2 years relevant experience
Or

Registered Nurse with 2-3 years relevant experience (strong psychiatric nursing background)
 Or
 Bachelor of Science in Nursing with major coursework in psychiatric nursing with 6 months to 1 year of relevant experience.
 Or
 Equivalencies will be considered – other combinations of experience and education

Must be able to show registration satisfactory in Nunavut.

Basic CPR – annual re-certification is required.

6. WORKING CONDITIONS

List the unavoidable, externally imposed conditions under which the work must be performed and which create hardship for the incumbent. Express frequency, duration and intensity of occurrence of physical demands, environmental conditions, demands on one’s senses and mental demands.

Physical Demands

Indicate the nature of physical demands and the frequency and duration of occurrences leading to physical fatigue.

The incumbent may be required to perform household tasks several times a week such as cleaning and cooking by way of demonstration for clients
 Travel may be required to various communities

Environmental Conditions

Indicate the nature of adverse environmental conditions, to which the jobholder is exposed, and the frequency and duration of exposures. Include conditions that disrupt regular work schedules and travel requirements.

The incumbent is exposed on a daily basis to unpredictable situations involving potentially aggressive and violent clients.
 The incumbent is occasionally required to work in unsanitary and unpleasant surroundings such as a mentally ill client’s residence
 Hostile clients

Sensory Demands

Indicate the nature of demands on the jobholder’s senses to make judgements through touch, smell, sight and hearing, and judge speed and accuracy.

The incumbent is required to have, and to use constantly, well developed sensory acuity and powers of observation so as to be able to detect subtle mental or physical changes in a client, or heightened anxiety.

This position requires intensive concentration on a regular basis in order to understand incoherent clients. This requires listening for verbal cues and observing and interpreting non-verbal communication.

Mental Demands

Indicate conditions that may lead to mental or emotional fatigue.

Dealing with very long term and extreme traumas that clients present, such as sexual abuse from infancy to adulthood, multiple traumas, multiple losses, traumatic cultural issues such as relocations, residential schools, etc.
 Conflicting demands heightened by extremely confidential issues and ethical dilemmas
 Demands of prioritizing clients and responsibilities
 Providing and being examined on expert testimony in court
 Emotionally draining nature of client disclosures

7. CERTIFICATION

<p>_____ Employee Signature</p> <p>_____ Printed Name</p> <p>_____ Date I certify that I have read and understand the responsibilities assigned to this position.</p>	<p><u>Regional Executive Director</u> Supervisor Title</p> <p>_____ Supervisor Signature</p> <p>_____ Date I certify that this job description is an accurate description of the responsibilities assigned to the position.</p>
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Deputy Head Signature

Date

I approve the delegation of the responsibilities outlined herein within the context of the Attached organizational structure.

8. ORGANIZATION CHART

Please Attach Organizational Chart indicating incumbent’s position, peer positions, subordinate positions (if any) and supervisor position.

“The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position”.