



88 Mintha Street, Box 880, Barry's Bay, Ontario K0J 1B0 Tel: 613-756-2643 Fax: 613-756-7601

Full Time Nursing & CQI Co-ordinator Job Posting

Positions Available Permanent; One – Full Time Position

Full Time 1.00 FTE (Posted October 1, 2024)

Available October 21, 2024

As a leader within the nursing department, the Nursing & CQI Coordinator is responsible to the Director of Care for the day-to-day management of the nursing and personal care for residents. Through effective utilization of all resources in the nursing envelope and the development and coaching of a strong nursing team, the Nursing & CQI Coordinator will ensure the delivery of optimal care and service, based on the FLTCA 2021 and Valley Manor's policies and procedures. This position remains part of the ONA Bargaining Unit.

Qualifications:

- Current Certificate of Competence from the College of Nurses of Ontario as a **Registered Nurse**,
- 3 years' experience in Long Term Care or equivalent clinical skills and knowledge of gerontological nursing practice,
- Continuous Quality Improvement experience and/ or qualifications
- Must have well developed computer skills
- Must have working knowledge of the Fixing Long Term Care Act 2021

Duties

- Chairs and oversees the CQI Committee, proofs and circulates the minutes to the committee
- Creates the Quality Improvement Plan and monitors it throughout the year
- Co-ordinates, directs and monitors the effectiveness of care activities within the nursing department;
- Contributes to operational plans for the effective operation of the nursing department;
- Delegates responsibility to nursing staff based on clearly defined lines of authority and communication;
- Participates in an effective quality and risk management system to ensure legislative regulations and standards are met;
- Participates in strategic planning and accreditation activities;
- Leads and participates in committees according to their terms of reference and areas of responsibility as assigned;
- Participates in corporate and external committees as requested;
- Follows all Valley Manor policies and procedures; contributes to the development of specific nursing policies as indicated;
- Acta as a Lead in the Accreditation process
- Contributes to the development of job routines for all nursing personnel;
- Adjusts job routines as necessary to meet resident care needs;
- Effectively participates in conferences with the interdisciplinary team providing care to the residents;
- Liaises with medical staff, nurse specialists, compliance inspectors, consultants and supports effective clinical care for all residents;
- Utilizes evidence-based nursing practice and that will enhance resident care delivery;
- Ensures that care provided is documented as required in a timely manner.
- Performs nursing duties as required.
- Completes all mandatory education and emergency code training
- Being aware of fire plan and disaster plan within Valley Manor
- Any other duties

If interested please apply by October 11, 2024 no later than 2:30 p.m. Late applications will not be accepted.

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Manager, HR & Finance
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