



## **REGISTERED PRACTICAL NURSE - SOUTHLAKE RESIDENTIAL CARE VILLAGE**

Position may involve a variety of shifts including days, evenings, Public Holidays and every other weekend.

Reporting to the Director of Care, the RPN is responsible for the care of the residents in the assigned unit of the long-term care facility and supervises the care given by the PSW(s)/HCA(s). The RPN ensures residents' safety by following established policies and procedures.

### **KEY AREAS OF RESPONSIBILITY**

- Ensure resident care is provided with established nursing standards and principles, physicians' orders and administrative policies, as well as, observe, report and record vital signs, symptoms and conditions of residents, and initiate remedial health measures where appropriate. Assure observance of required techniques in nursing care.
- Assess residents and develop, implement, review and evaluate resident care plans. Monitor residents' health, notes changes in condition and assess need for referral to doctors; processes and implement physician orders.
- Organize and direct functions and activities related to provision of care to residents including restorative care and palliative care as required. Interprets and implements established policies, procedures, and regulations.
- Dispenses medications using electronic documentation system.
- Works in areas which may involve residents with social behavioural changes.
- Plan, direct, supervise and evaluate the work of nursing and personal care staff assigned to the unit. Orient and train new personnel and may participate in in-service education.
- Maintaining positive relationship with all Residents, family members, physicians, nursing and dietary staff.
- Adhere to established department policies and procedures regarding quality assurance, fire, safety, and environment and infection control.
- Follows MOH Standards and Health & Safety Regulations.
- Monthly data collection
- Resident safety program
- Supports admissions and discharges of residents
- Participates in Quality Improvement Program
- Any other duties as assigned

### **QUALIFICATIONS**

- Successful completion of a RN Degree and a member in good standing with the College of Nurses of Ontario.
- Two (2) years' related work experience in Long Term Care. Knowledge of applicable Legislation including the Long Term Care Act & Regulations.
- Knowledge of Ministry of Health Guidelines regarding accuracy and timeliness of assessments.
- Comprehensive knowledge of nursing and health care practices, as well as knowledge in Infection Control.
- Proficiency in computer applications including Point Click Care and Microsoft Office
- Ability to lift, turn, constant standing, walking and bending.
- Able to maintain a positive attitude while under pressure.
- Must be flexible, self-directed and able to function in a fast paced environment.
- Standard First Aid CPR/AED Level C, Gentle Persuasive Approach.
- Effective human relation skills and demonstrated commitment to working with seniors.
- Effective communication skills and ability to work independently and collaboratively are essential.
- Criminal Record Clearance check – no later than 6 months old.
- TB Test Clearance test – no later than 6 months old.

Please forward your cover letter and resume to the attention of:

**Human Resources Advisor**  
**Southlake Residential Care Village**  
**640 Grace St, Newmarket, ON L3Y 8V7**  
[SouthlakevillageHR@extendicare.com](mailto:SouthlakevillageHR@extendicare.com)

Please note, only those candidates selected for interview will be contacted.