



POSITION DESCRIPTION

POSITION TITLE:	PSYCHO-SOCIAL ONCOLOGY CLINICIAN
DEPARTMENT:	COMMUNITY CANCER NAVIGATION SERVICES
CLASSIFICATION:	SOCIAL WORKER
UNION:	MGEU - PROFESSIONAL TECHNICAL

REPORTING RELATIONSHIPS

POSITION REPORTS TO:	CLINICAL TEAM MANAGER CANCER NAVIGATION SERVICES
POSITIONS SUPERVISED:	NOT APPLICABLE

POSITION SUMMARY

The Psychosocial Oncology Clinician (PSOC) will be concerned with the understanding and treatment of the social, psychological, emotional, spiritual, and functional needs of people coping with cancer and its treatment; at all stages of the trajectory from prevention through to bereavement. Work involves professional activities such as psychosocial oncology assessment, individual, couples and small group counseling, crisis intervention, environmental resources assistance, patient advocacy, patient and public education and professional development. The PSOC will empower cancer patients and their families, utilizing a whole person approach to cancer care that addresses a range of human needs to improve or optimize the best possible quality of life. The PSOC promotes community wellness, builds individual and community capacity and facilitates access and equality in health within the region. The responsibilities of this position will require travel throughout the region and to the Community Cancer Program sites. The PSOC will work in a collaborative, shared model with the Regional Health Authority (RHA) and Cancer Care Manitoba (CCMB). The PSOC may contribute to research and education. The PSOC demonstrates professional responsibility and accountability. The position of PSOC functions in a manner consistent with, and supports the mission, vision and values of the Interlake- Eastern Regional Health Authority.

ESSENTIAL FUNCTIONS AND DUTIES

Function and duties include but are not limited to the following:

1. Direct Service to Patients and Families:

- Collaborates with the cancer care team in the identification of cancer patients/families requiring psychosocial services. May be a regional lead for Creating Oncology Methods Promoting and Advocating Survivorship (COMPASS).
- Assesses patients' and families' psychosocial needs and develops a treatment plan, in conjunction with the patient, family, and health care team, to address those needs and to enhance, promote and maintain optimal psychosocial functioning of the patient and family.
- Helps the patient cope with the emotional, psychological, social, and spiritual and functional aspects of cancer and its treatment.
- Recognizing their PSO scope of practice, acquires a basic professional understanding of biomedical cancer care.
- Promotes patient and family empowerment and reinforces a sense of autonomy and self-determination.
- Plans and coordinates interventions, provides counseling services based on accepted best practice standards.
- Communicates plan to interdisciplinary patient care team and evaluates effectiveness of interventions for identified patients and families.
- Provides information and referral re: financial assistance, transportation, accommodations and other environmental resources as well as all supportive care services locally, at RHA Community Cancer Programs and at CCMB sites.

2. Program and Service Delivery:

- Fosters relationships with the individual and community organizations, to help build cancer care capacity.
- Contributes to professional development regarding psychosocial oncology care and supportive cancer care resources.
- Demonstrates proper use of available communication tools/materials for effective communication and understands how the culture(s) of patient populations can affect communication, collaboration, and the provisions of care, treatment and services.
- Expands partnerships with other stakeholders to foster prevention, screening and early diagnosis, pre- and post-treatment survivorship and/or bereavement care.
- Engages communities to develop community-based cancer control initiatives and cancer prevention programs acceptable to them and responsive to their needs.
- Ensures compliance with reporting requirements and appropriate documentation as identified by department policy and regulatory requirements.

3. Liaison and Advocate:

- Supports individuals and communities respectfully in their choice to access complementary and/or traditional care.
- Works in partnership when appropriate with Patient and Family Support Services and CCMB colleagues including the Supportive Care Coordinator and Rural Patient Navigation Lead.
- May contribute facilitation, presentation skills to community cancer support groups and programs.
- May assist with the development and management of cancer volunteer services.
- Assists with the development of a database of local, regional and provincial programs and services to be utilized by patients, families and communities.

- Participates in the development of psychosocial oncology and supportive cancer care services in the RHA.
- 4. Professional Practice:**
- Participates actively in Rural Manitoba Supportive Care Network, and PSO Clinical Rounds via Manitoba TeleHealth.
 - Seeks individual clinical mentorship from regional supervisor, Supportive Care Coordinator and PSO, CCMB. Regularly attends professional development educational events.
 - Demonstrates a commitment to service, organization values and professionalism through appropriate conduct and demeanor at all times.
 - Demonstrates professional responsibility and accountability, while practicing with a high degree of autonomy when providing services.
 - Seeks and participates in activities which promote professional development
 - Helps prevent compassion fatigue and promotes compassion satisfaction amongst colleagues.
 - Functions within standards, policies and legislation governing the profession.
 - Demonstrates respect for the patient and family to support maintaining confidentiality of patient information and sensitive data at all times.
 - Maintains professional boundaries and appropriately negotiates an end to the relationship when the goals have been achieved.
 - Practices in culturally responsive ways.
 - May participate in research when opportunities arise and generate research ideas.
 - Identifies gaps in service delivery.
 - Plans, coordinates and oversees projects related to psychosocial oncology in a shared care partnership with CCMB.
 - Maintains appropriate documentation and month end statistics.

OTHER

- Performs other duties as assigned.

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Bachelor's degree in social work from an accredited university program required. Masters of Social Work preferred.
- Currently registered and a member in good standing with the Manitoba College of Social Workers.
- Member of the Canadian Association of Psychosocial Oncology (CAPO) preferred.

REQUIRED KNOWLEDGE:

- Working knowledge of computers required.

EXPERIENCE REQUIRED:

- Minimum five (5) years related clinical practice required, minimum of three (3) years oncology experience preferred.
- Experience in adult education principles and research methods preferred.

SKILLS/COMPETENCIES:

- Demonstrated competence in clinical skills including psychosocial assessments and counseling intervention preferred.
 - Ability to work with minimal supervision and in multiple environments.
 - Ability to work with the multidisciplinary team at regional and tertiary cancer care sites, on a flexible schedule as some evening and weekend work may be required.
 - Proficiency in both official languages preferred.
 - Advanced level of communication (verbal and written), facilitation and presentation skills.
 - Demonstrated ability to work in a culturally responsive manner.
 - Valid drivers' license and access to a reliable vehicle required.
 - Good physical and mental health to meet the demands of the position
 - Up to date immunization record.
 - Completes and maintains a satisfactory pre-employment security check.
 - Satisfactory employment record.
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WORK CONDITIONS

- The incumbent functions autonomously on a day-to-day basis and manages assigned duties accordingly.
 - Will be required to travel throughout the region as duties may require.
 - No hazardous or significantly unpleasant conditions.
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WORKPLACE SAFETY AND HEALTH

The incumbent contributes to making the organization safe for clients and staff and recognizes the importance of reporting unsafe situations and participating in follow up reviews as a learning opportunity.

- Provides a safe environment by ensuring the adherence to Workplace Safety and Health regulations and Policies and Infection Control Guidelines. Obeys all safety and health rules and follows recommended Safe Work Procedures. Informs supervisor of any unsafe acts, work conditions, incidents, near misses, injuries or illnesses immediately.
- Demonstrates a working knowledge of Workplace Hazardous Materials Information Systems (WHMIS) and adheres to procedures for handling and storing controlled substances as described in the Material Safety Data Sheets (MSDS). Uses personal protective equipment as required.
- Demonstrates understanding of role and responsibilities in fire prevention and disaster preparedness and participates in safety and health training programs including the health facility's Fire, Disaster and Evacuation Plan.

PATIENT SAFETY:

- Participates in and demonstrates an understanding of patient safety principles and practices into all day to day activities. Follows all safe work practices and procedures and immediately communicates any activity or action which may constitute a risk to patient safety.
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Created: _____
Date

Revised: _____
October 2017
Date

Approved by: _____
Regional Manager/ Supervisor _____
Date

Approved by: _____
Vice President/ CEO _____
Date

Reviewed by: _____
Vice President, Human Resources _____
Date

Position descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.