



POSITION DESCRIPTION

POSITION TITLE:	CLINICAL OBSTETRICAL FACILITATOR
DEPARTMENT:	ACUTE CARE – OBSTETRICAL UNIT
CLASSIFICATION:	NURSE IV
UNION:	MANITOBA NURSES' UNION

REPORTING RELATIONSHIPS

POSITION REPORTS TO:	CLINICAL TEAM MANAGER
POSITIONS SUPERVISED:	NOT APPLICABLE

POSITION SUMMARY

Reporting directly to the Clinical Team Manager of the Obstetrical Unit, the Clinical Obstetrical Facilitator is a Registered Nurse who plays a key role as part of the regional multidisciplinary patient care team. The incumbent responsible to coordinate and lead care delivery in a manner that reflects professional nursing practice and a team approach to providing care to patients with their families. The Clinical Obstetrical Facilitator will uphold a standard of care and work towards sustaining service delivery. The Clinical Obstetrical Facilitator will be cognizant of patient care and safety issues and work with leadership and staff to resolve those issues. The position is responsible for establishing evidence-based practices for clinical education; this includes the planning, development, implementation, and ongoing evaluation of regional obstetrical education and is responsible for providing clinical expertise for employees in the acute care program to ensure that clinical standards of practice are met. The position collaborates with all members of the of the multi-disciplinary team in the provision of patient-centered care and adheres to the professional standards of practice, the C.N.A. Code of Ethics, and applicable laws.

The position of Clinical Obstetrical Facilitator 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:

A. Contributes to a Culture of Safety

- Commits to patient safety as a key professional value and an essential component of daily practice.
- In consultation with the Acute Care Director and/ or Clinical Team Manager, ensures staff have the information, training, certification, supervision and experience to do their jobs safely.
- Ensures nursing practice is consistent with legislative, regulatory, ethical and professional standards.
- Understands safety practices that reduce the risk of adverse events, such as infection control, injury prevention, safe administration of medication and risk awareness.
- Recognizes, responds to and reports adverse events and near misses.

B. Accreditation Process

- Participates in the Interlake-Eastern Regional Health Authority's accreditation process promoting education and compliance with Required Organizational Practices.
- Participates in the Acute Care program quality initiatives.

C. Leadership and Professionalism

- Participates in the Leadership/ Management Team meetings as requested by Director of Acute Care/ Clinical Team Manager.
- Participates on program and regional committees as assigned by Director Acute Care/ Clinical Team Manager.
- Provides ongoing communication to the Director Acute Care/ Clinical Team Manager highlighting issues, trends and relevant program information on a routine basis.
- Contributes to planning process by making recommendations as they relate to education needs, including training and resource material.
- Implements nursing procedures (or practice) based on best practice guidelines.
- Participates as a program team member to scan the environment for new technologies and processes to better support patients and their families to improve care and program efficiencies and effectiveness.
- Encourages self-learning/peer teaching.
- Participates in research relevant to nursing practice.
- Optimizes the use of resources within established parameters.
- Utilizes time effectively and is able to manage multiple projects concurrently
- Demonstrates awareness and understanding of the issues/trends/changes impacting on nursing and health care.
- Assumes accountability for own nursing actions within a legal and ethical framework.
- Maintains confidentiality in all aspects of the job.
- Exhibits flexibility, creativity and self-direction.
- Ability to foster and maintain positive working relationships both individually and in a team setting.
- Communicates effectively in a courteous, respectful and tactful manner.
- Exhibits the ability to effectively lead in accordance with the values of the organization.
- Maintains a state of health suitable to the requirement of the position.
- Maintains confidentiality in accordance with the Personal Health Information Act (PHIA), Freedom of Information and Privacy Protection Act (FIPPA), RHA policies and any other applicable legislation.

D. Ensures ongoing Professional Development.

- Recognizes own level of professional competency and seeks appropriate direction or assistance.
- Maintains and updates professional skills, instructor certifications and knowledge through continuing education programs, literature reviews, interest groups, committee work and conferences.
- Maintains records of quality improvement activities, initiatives, and indicators. Submits written reports as required.

E. Provides initial orientation and ongoing education for Obstetrical Unit

- In collaboration with the Acute Care Director and/or Clinical Team Manager, assesses the educational needs of employees in the Acute Care Program/FBU.
- Contributes to the development, implementation and evaluation of educational projects and resources pertaining to specific program areas.
- Develops, implements and evaluates a comprehensive orientation program for new acute care employees. Establishes and maintains an effective communication process with the care team.
- Distributes educational materials related to courses, workshops, seminars, etc.
- Participates in policy development related to program needs.
- Plans and coordinates required education events for all acute care staff as directed by the Director Acute Care and/or Clinical Team Manager.
 - Responsible for coordinating, preparing and delivering (re) certification courses in required skill competencies /delegation of functions for all staff such as NRP (Neonatal Resuscitation), provincial obstetrical education models.
- Assists with the educational experiences of new staff and/or students, acting as a resource and role model as required.
- Identifies best practice issues requiring review based on research findings and incorporates into daily practice.
- Participates in ordering and maintaining current instructional and reference material.
- Evaluates education session and enhances programming based on recommendations.
- Implements and evaluates group education sessions/programs according to the learners needs, utilizing principals of adult education.
- Acts as an advisor, mentor, and consultant to nursing and other disciplines.
- Works directly with staff to enhance their knowledge base and clinical practice skills.
- Serves as a resource to staff and students for clinical practice issues by demonstrating and providing clinical expertise and knowledge.
- Collaborates with the Director of Acute Care and/or Clinical Team Manager, and the Payroll Department to ensure the timely and accurate documentation of education attendance for all staff.
- Provides and coordinates continuing education opportunities for all staff and assists with patient/family education.
- Plans educational activities and curriculum development that is consistent with the College of Registered Nurses of Manitoba criteria for additional education for “Reserved Acts” as identified by the Regulated Health Professionals Act.
- Facilitate and monitor obstetrical personnel compliance with organizational policies and procedures and regulatory and accreditation standards.

- Maintain obstetrical employee educational data and records as required.
- Facilitate student learning experiences in the obstetrical setting.
- Pursue professional growth and participate in a professional organization.
- Act as a patient advocate and maintain privacy and confidentiality of individuals and health information
- Provides expert nursing care to patients; teaching nursing staff; performing educator nurse functions; advancing nursing practice and performing other related duties as assigned.

OTHER

- Pursuant to the Regional Health Authority Act, Interlake- Eastern RHA is designated bilingual (English/ French). Accordingly, all employees accept the responsibility to support clients in their official language of choice.
 - Initiates and supports change.
 - Performs other duties as assigned.
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QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Baccalaureate Degree in nursing required
- Masters degree in nursing or related discipline preferred.
- Current registration and a member in good standing with the College of Registered Nurses of Manitoba.
- Current BLS
- Certification in Adult Education preferred.
- Neonatal Resuscitation (Instructor level) required.
- Fetal Health Surveillance Instructor certification required.
- Perinatal or Neonatal Certification from the Canadian Nurses' Association required.

REQUIRED KNOWLEDGE:

- Knowledge of the organizations programs, processes, structures and systems.
- Knowledge of the provincial and regional initiatives to enhance patient safety and care.
- Knowledge of the nursing process.
- Apprise of current clinical trends and best practices related to respective clinical areas.
- Demonstrated ability to review data, research and literature: to analyze, interpret and synthesize this information.
- Demonstrated ability to apply principles of adult learning and teaching strategies in the clinical setting.
- Demonstrated leadership ability in conducting Learning Needs Assessment, planning, delivery, implementation and evaluation of education in program.
- Demonstrated computer skills and proficiency in Microsoft Word, Power Point, Excel and email applications.

EXPERIENCE REQUIRED:

- Minimum four (4) years' experience in Acute Care with a minimum of 2 years of Obstetrical experience.

- Two (2) years' experience in clinical education with demonstrated competency in needs assessment, developing, implementing and evaluating education programs and managing projects.
- Experience in Quality Improvement an asset.

SKILLS/COMPETENCIES:

- Demonstrated consistent in developing and maintain excellent working relationships with a broad range of individual and partner organizations.
- Demonstrates leadership skills and ability.
- Demonstrates ability to work independently and as an effective member of multi-disciplinary team.
- Demonstrates ability to foster an interdisciplinary collaborative environment that supports quality improvement, client interaction and intervention, and staff development and empowerment.
- Self-directed, adaptable, and innovative.
- Is respectful of diversity (e.g., economic and social status, race, cultures, beliefs systems, sexuality).
- Knowledge and respect of various cultures including Aboriginal Cultures and experience in working effectively with First Nations people.
- Proficient in computer programs including Microsoft Word, Excel, Power Point, Outlook, Publisher and various databases.
- Evidence of professional development. ex. new and emerging issues, changing needs of the population, evolving impact of the determinants of health and emerging research.
- Must possess a dependable, consistent and reliable work record including attendance at work.
- Understanding of change behavior and developmental theories an asset.
- Demonstrate ability to engage and collaborate with patients and families to achieve best possible outcomes.
- Excellent organization, communication, leadership, teaching, and interpersonal skills.
- Excellent verbal and written communication skills.
- Good physical, emotional and mental health to meet the demands of the position, physical health requires ability to provide lifts, carries, and transfers on a regular basis.
- Must be committed to continuing professional development.
- Mental and physical ability to meet the demands of the position.
- Given the cultural diversity of our region, the ability to communicate in more than one language would be considered an asset.
- Proficiency of both official languages is essential for target and designated bilingual positions.
- Completes and maintains a satisfactory pre-employment security check.
- Satisfactory employment record.

WORK CONDITIONS

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

- All health care workers are required to be immunized as a condition of employment in accordance with the Interlake-Eastern RHA Policy GA-13-P-110 Required Immunizations for Health Care Workers.

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. Follow all safe work practices and procedures and immediately communicates any activity or action which may constitute a risk to patient safety.

Created: January 2023
Date

Revised: _____
Date

Approved by: _____
Regional Manager/ Supervisor Date

Approved by: _____
Regional Lead/ CEO Date

Reviewed by: _____
Lead, 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 position 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.