



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Territorial Infection Prevention and Control Specialist	
Position Number	Community	Division/Region
07-15041	Yellowknife	Quality, Risk and Client Experience/HQ

PURPOSE OF THE POSITION

The Territorial Infection Prevention and Control Specialist is a subject matter expert responsible for advising, supporting and facilitating the implementation, maintenance and evaluation the Infection Prevention and Control Program for the Northwest Territories Health and Social Services Authority (NTHSSA) and establishing practices to minimize risk of infectious disease for clients, staff and visitors in accordance with Accreditation Canada Standards, best practices, Federal and Territorial legislation, as well as the policies and procedures of the NTHSSA.

SCOPE

Reporting to the Manager, Infection Prevention and Control (IPAC) of the Northwest Territories Health and Social Services Authority (NTHSSA), the Territorial IPAC Specialist (the Specialist) is located in Yellowknife and is responsible for advising, supporting and facilitating the planning, developing, implementing, managing and evaluating IPAC programs and conducting research to analyze the feasibility of new IPAC programs to ensure safe patient and client care.

The NTHSSA is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of the Hay River and Thchq regions, and was established to move toward one integrated delivery system as part of the government's transformation strategy. Health and social services includes the full range of primary, secondary and tertiary health and social services.

While the Tłıchǰ Community Services Agency (TCSA) will operate under a separate board and the Hay River Health and Social Services Agency (HRHSSA) will also operate under a separate board in the interim, the NTHSSA will set clinical standards, procedures, guidelines and monitoring for the entire Northwest Territories. Service Agreements will be established with these boards to identify performance requirements and adherence to clinical standards, procedures, guidelines and policies as established by the NTHSSA.

The Department of Health and Social Services (DHSS) plays an important role in the connectivity between the NTHSSA, the TCSA and the HRHSSA because it establishes the common policy framework and common standards for the entire system. Operational consistency and collaboration across these three authorities is required to provide a quality, integrated Health and Social Services system for the NWT.

The Quality, Risk and Client Experience Division promotes and supports safe, quality patient/client centered care and services through the provision of subject matter expertise, education, minimizing risk and facilitating the implementation of best practices and system knowledge.

The Specialist works within a legislative and policy framework that includes the *Hospital Insurance and Health and Social Services Administration Act, Medical Profession Act, Nursing Profession Act, Guardianship Act, Public Health Act, Coroners Act, Access to Information and Protection of Privacy Act (ATIPPA), Health Information Act (HIA), RNANT/NU Bylaws, NTHSSA Medical and Professional Staff Bylaws, Mental Health Act, Child and Family Services Act*, as well as GNWT, DHSS and NTHSSA policies and procedures. The Specialist must have an in-depth knowledge of the Communicable Disease Policy and national legislation and standards for IPAC.

As the complexity of health care continues to progress, the rate of health care-associated infections (HAIs) also has increased. Mitigating the transmission of HAIs is a corner stone of an IPAC program. An effective IPAC program not only decreases the rate HAIs, but also improves patient care outcomes, decreases the length of hospital stay, lessens antimicrobial resistance, and lowers financial burdens associated with HAIs (Infection Prevention and Control Canada, 2016, p. 16). The care delivery model for health care continues to change and evolve. Continually more complex care is transitioning out of the acute care setting and into ambulatory care, medical clinics, health care centers, long term care, and home care settings. To ensure the best quality care for patients and families, it is paramount that the IPAC program covers all of these care delivery settings.

The NTHSSA and territorial partners: the HRHSSA and the TCSA, continually endeavor to improve the IPAC practices in all health care settings, while fostering increased public awareness about best practices to prevent the transmission of infections in all health care facilities and the community.

The Specialist advises, supports and facilitates the delivery of a comprehensive IPAC program throughout the NTHSSA that includes monitoring infections, investigating and monitoring outbreaks, establishing standards of practices and being the subject matter expert for Territorial policy and procedure. Adherence to these standards ensures positive client and

patient outcomes facilitating safe, client centered care delivery. The Specialist contributes to the inclusion of IPAC principles across the NWT through their participation on cross-territory initiatives and projects.

The Specialist is responsible to develop, implement, monitor, evaluate and report on a comprehensive, system-wide IPAC risk assessment framework and collaborate with the IPAC Coordinators to develop action plans to mitigate risk. By ensuring these proactive strategies are developed, the Specialist will prevent and address quality issues and foster a strong, positive relationship with staff, where the client and patient is the top priority.

The Specialist works collaboratively with the Chief Operating Officers of regional authorities, groups of professional and non-professional staff within the Northwest Territories, staff of DHSS, the TCSA and HRHSSA to facilitate the development and delivery of all areas IPAC programs and services. The Specialist works with colleagues in the NTHSSA to ensure that an integrated approach to service planning occurs throughout the NWT. The Specialist sits on the Territorial IPAC and Medical Devices Reprocessing (MDR) Accreditation Teams and, as needed, attends various Regional Standards Team(s) meetings to support IPAC initiatives and the Accreditation process Territory-wide.

The Specialist is required to actively promote a high-quality, friendly, respectful workplace that is safe, healthy, supportive and client-centered. The Specialist fosters respectful, compassionate, culturally appropriate care that is responsive to the needs, values, beliefs and preferences of the clients and their family, supporting mutually beneficial partnerships between clients, families and health care providers.

A variety of duties are assigned to the Specialist and the Specialist must effectively assess and prioritize task in order to achieve a successful outcome.

RESPONSIBILITIES

1. Provides subject matter expertise throughout the NTHSSA on infection prevention and control.

- Provides advice and subject matter expertise on the interpretation of legislation and regulations, the development of policies and procedures and the implementation of best practices at the regional and territorial level.
- Participates in a variety of planning and decision-making meetings and activities throughout the NWT, ensuring that all processes and procedures consider infection prevention and control strategies and align with the Accreditation Canada standards.
- Utilizes subject matter expertise to combine knowledge and data collected through the incident reporting system to proactively review IPAC incidents throughout the Territory, actively investigate complaints and concerns, identify areas for improvement, and provide insights and recommendations to the Territorial Manager of IPAC.

- Tracks and evaluates IPAC and MDR data based on best practice guidelines, standards process reviews, and policy changes to analyze and identify territorial, regional and program specific quality trends.
- Utilizes subject matter expertise to coordinate, implement, track and analyze IPAC quality indicators across the NWT, identifying trends within NTHSSA, managing and leading the development of initiatives to address the trends and further reporting to identify areas of opportunity or risk.
- The Specialist is required to provide leave coverage for the IPAC Coordinators throughout the NTHSSA and the Territorial MDR Specialist.

2. Develops, Implements, maintains, and evaluates the Territorial Infection Prevention and Control Program throughout the NTHSSA

- Collaboratively develops and supports the implementation and evaluation of the Infection Prevention and Control Framework in all settings throughout the NTHSSA, to ensure compliance with the standards of care outlined by Accreditation Canada.
- Collects IPAC indicators throughout the NTHSSA and analyzes, makes recommendations and suggests actions on all aspects of the NTHSSA's IPAC program.
- Conducts needs assessments that facilitate the development of IPAC programming and staff education programs for all areas to reduce the spread of infections and improve IPAC practices.
- Provides subject matter expertise and supervision of all construction projects impacting all areas throughout the NTHSSA, ensuring compliance with CSA Standard Z317 for facilities maintenance and contractors conducting maintenance or repairs.
- Coordinates, delivers, tracks staff participation and evaluates the standardized IPAC orientation to all staff across the Territory.
- Works collaboratively with MDR departments across the Northwest Territories to identify and address potential concerns with Infection Prevention and Control.
- Conducts internal auditing of IPAC and MDR programs.

3. Develops, implements, maintains, and evaluates the Territorial Infection Surveillance program in all settings throughout the NTHSSA

- Develops, implements, manages and evaluates the Territorial surveillance system for the timely collection, analysis and reporting of communicable diseases to identify and deal with risk and outbreak situations in order to minimize the risk to the organization, staff, clients and visitors and to ensure compliance with the standards of care outlined by Accreditation Canada.
- Coordinates a needs assessment of all areas that facilitates the development of all areas surveillance practices and staff education programs to reduce the spread of infections and improve IPAC practices.
- Collects, inputs, and analyzes the data from the Territorial surveillance system for the timely collection, analysis and reporting of communicable diseases to identify and deal with risk and outbreak situations in order to minimize the risk to the organization, staff, clients and visitors.

4. Investigates and evaluates all patient safety incidents, that relate to IPAC:

- Participates in regional and territorial systems review processes and investigations in response to IPAC related incidents, adverse events and complaints.
- Coordinates incident disclosure and the development of reports and recommendations on necessary IPAC quality improvements to the Managers, Directors, COO's, and the CEO.
- Coordinates the activities of external reviewers undertaking a quality review as a result of an IPAC incident.

5. Develops and amends IPAC policies and procedures.

- Develops and amends NTHSSA and Regional IPAC and policies, procedures, protocols following the NTHSSA Policy Framework and the Territorial Infection Control Manual in collaboration with key stakeholders.
- Identifies and develops new, updated or amended IPAC policies in collaboration with staff, including communication and distribution of new or changed policies.
- Provides ongoing education and orientation on new, updated or amended IPAC policies, procedures, protocols guidelines, legislation and professional practice issues (e.g. liability issues).

WORKING CONDITIONS

Physical Demands

No unusual physical demands

Environmental Conditions

Incumbent works in an environment with significant risk for exposure to infectious diseases. Weekly contact with individuals suffering from an infectious process.

Sensory Demands

No unusual sensory demands

Mental Demands

Daily exposure to numerous interruptions that would cause disruption in carrying out duties in a timely manner. Weekly exposure to emotionally disturbing experiences. Regularly deals with unknown factors, uncontrolled work-flow and competing and conflicting demands. Daily requirement for high-levels of concentration and attention to detail that can cause mental and emotional fatigue and strain.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of Infection Prevention and Control management and surveillance including epidemiology and analysis, evaluation methods, mitigation of infectious diseases and outcome indicators.

- Knowledge of health and social services legislation in the NWT, including the Hospital Insurance and Health and Social Services Administration Act, Public Health Act, Public Health Act, Coroners' act, Safety Act and Regulations, WSCC Act and regulations, Access To Information and Protection of Privacy Act (ATIPP), health Information Act (HIA) in order to assess, plan, implement and evaluate infection prevention and control practices
- High level of sensitivity in responding to and handling client and staff concerns
- Working knowledge of word processing programs, spreadsheets and SharePoint.
- Good interpersonal and inter-group skills to effectively lead and facilitate internal, external, individual or multidisciplinary teams/groups.
- Good interpersonal and inter-group skills to effectively lead and facilitate internal, external, individual or multidisciplinary division team or group.
- Excellent organizational, time management, analytical, facilitation and presentation skills to manage multi-disciplinary responsibilities.
- Excellent communications skills, both written and oral, to develop and maintain internal and external networks to achieve work objectives.
- Analytical and problem solving skills to investigate and initiate corrective action to problems/issues encountered during the planning, development and delivery of operational initiatives, programs and services.
- Ability to prioritize work in a team based setting.
- Ability to apply creative and innovative approaches to policies and health to meet territorial needs.
- Ability to develop and maintain positive working relationships with individuals, agencies, elected community leaders, and employees in order to communicate program information, including the ability to obtain and respond to feedback from these individuals.
- Ability to build solid partnerships and strategic alliances based on trust and to work with a variety of people from different backgrounds and personalities.
- Sensitive to the geographical and cultural needs of the people and understand how community and culture impact the delivery of health care.

Typically, the above qualifications would be attained by:

Completion of a Bachelor's Degree in Nursing and a minimum of three years work-related experience in a health or social services discipline required.

Completion of an IPAC Canada approved IPAC course is required.

Certification with the Certification Board of Infection Control (CBIC) and membership with Infection Prevention and Control (IPAC) Canada would be considered assets.

ADDITIONAL REQUIREMENTS

Current registration/membership with the Registered Nurses Association of the Northwest Territories and Nunavut is required.

Proof of immunization in keeping with the current public health practices is required.

Position Security (check one)

- No criminal records check required
- X Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- French required (must identify required level below)
Level required for this Designated
Position is: ORAL EXPRESSION AND
COMPREHENSION
Basic (B) Intermediate (I) Advanced (A)
READING COMPREHENSION:
Basic (B) Intermediate (I) Advanced (A)
WRITING SKILLS:
Basic (B) Intermediate (I) Advanced (A)
- French preferred

Indigenous language: To choose a language, click here.

- Required
- Preferred