

Primary Care Network (PCN) - Registered Nurse in Practice Expression of Interest (EOI) Form

Preamble/Introduction

Across BC, divisions of family practice are working with health authorities and community partners to establish primary care networks (PCNs).

The goal of the Primary Care Network is to create the structures necessary to enable all members of the community to receive the primary care they require, by bringing together health authorities, physicians, nurse practitioners, nurses, allied health and other community providers in partnership.

When participating in a PCN, family physicians will be able to:

- Provide optimal care for patients with the support of teams, allied health care providers, and easily-accessed health authority services.
- Access expanded services for vulnerable patients and those with complex health conditions.
- Arrange needed care for patients from community services quickly and with a minimum of additional work

As part of the PCN work occurring in Fraser Northwest, family practices in New Westminster and the Tri-Cities are being offered funding and overhead to work with registered nurses in practice (RNiPs). This EOI will help us determine what is required to support your clinic with implementing this team member into your practice. From the time of submitting an EOI, it may take 2-6 months for the RN to begin work at your practice.

What's in it for your practice?

This RN role is meant to support practice staff in providing the best possible care for patients. Examples of tasks the RN can do which may help elevate the care your practice provides are:

1. Review panel and ensure all preventative cancer screens are completed
2. Review lab work
3. Complete complex care plans
4. Independent visits for direct patient care (i.e. chronic disease management, screening and health promotion)
5. Complex appointments such as new intakes, post-discharge and planning visits
6. Education and self-management support of patients¹

Clinics will not be responsible for the recruiting and remuneration of the RNiP. RNiPs will be employed by Fraser Health with the support of the Division to ensure that the nurse will be an appropriate fit for the clinic. Support and training for the onboarding of the RNiPs within clinics will be provided to clinics.

¹ See end of document for a Fraser Health job description

Eligibility

To be eligible, the clinic must meet the criteria below:

- Must be using an EMR
- Clinic has a dedicated workspace for a nurse to practice (if space is a concern, please submit the EOI and the Division will work to support this concern)
- All clinic Physicians must be members of Fraser Northwest Division of Family Practice and practicing in New Westminster, Coquitlam, Port Coquitlam or Port Moody.
- Agree to participate in practice-level evaluation and reporting
- Nominate a Physician Champion. Physician Champion is paid by sessional. The time commitment is approximately 2 hours per week (maximum) in the initial implementation and 2 hours per month once full implementation is completed.

Primary Care Network: Registered Nurse in Practice Expression of Interest Form

Please email completed form to Kristan.Ash@fnwdivision.ca.

Clinic Information

Clinic Name: _____ Date: _____

Principal Setting of Medical Clinic:	Solo, office-based family practice <input type="checkbox"/>	Group, office-based family practice <input type="checkbox"/>	Walk-in clinic <input type="checkbox"/>	Hybrid walk-in/family practice clinic <input type="checkbox"/>
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Address: _____
Street Address *Unit #*

_____ _____
City *Province* *Postal Code*

Phone: _____ Email: _____

Do the all the physicians in your clinic have membership with the FNW Division of Family Practice? YES NO

Please explain your clinic's interest in participating as a Phase I clinic:

Please explain why we should select your clinic as a Phase I clinic:

Please outline the supports for the RN and the plan to integrate a RN into your practice:

Please describe what you envision the nurse's role might be in your clinic:

Is there clinic space for a nurse to practice? YES NO Does your clinic utilize an EMR? YES NO

What is your clinic's approximate panel size? _____ On average, how many total appointments does your clinic offer daily? _____

Does your clinic routinely have unfilled appointments? YES NO Does your clinic reserve appointment slots for same day visits? YES NO

Does your clinic offer patients the option to:

- | | |
|--|--|
| a) Book appointments online? YES <input type="checkbox"/> NO <input type="checkbox"/> | b) Discuss medical issues via email? YES <input type="checkbox"/> NO <input type="checkbox"/> |
| c) Refill prescriptions online? YES <input type="checkbox"/> NO <input type="checkbox"/> | d) View test results on a secure website? YES <input type="checkbox"/> NO <input type="checkbox"/> |

Number of healthcare providers working in clinic:

Physician days per week	Nurse Practitioners	Registered Nurse	LPN	Other

Number of physicians that have been in practice for:

Residency	0-5 years	5-10 years	11-20 years	21+ years

Number of physicians that have started the GPSC Panel Development Incentive:

Completed	In Process	Not Started

Approximately how much time do physicians in your clinic spend on administrative tasks other than face-to-face patient care (i.e. practice management tasks, filling out forms, connecting with allied health providers and specialists)? (For multi-physician offices, please provide a rough average for the clinic as a WHOLE. Once selected, data will be collected at a more granular per-physician level). _____

Nominated Physician Champion: **Dr.** _____
First Name Last Name

Does he/she have membership with the FNW Division of Family Practice?	YES	NO
	<input type="checkbox"/>	<input type="checkbox"/>
Has he/she completed/started the GPSC Panel Development Incentive?	YES	NO
	<input type="checkbox"/>	<input type="checkbox"/>

Signature of Nominated Physician Champion: _____ Date: _____

Job Description

POSITION:	Registered Nurse in Primary Care Practice
LOCATION:	Fraser Health Community Simon Fraser Fraser Health Community South Fraser Fraser Health Community North Fraser
PROGRAM/SERVICE:	Primary Health Care Clinics
REPORTS TO:	Manager, Clinical Operations or designate
BARGAINING ASSOCIATION:	Nurses' Bargaining Association
BARGAINING UNIT:	British Columbia Nurses' Union (BCNU)
CLASSIFICATION:	Community Health Level 3 (CH1)
JOB DESCRIPTION NUMBER:	N6461
JOB CODE:	N_CH1

JOB SUMMARY:

In accordance with the British Columbia College of Nursing Professionals (BCCNP) scope of practice, standards of practice and the Mission and Values of Fraser Health, works collaboratively as a member of an interprofessional team to provide direct patient care to clients of family practice clinics within the Primary Care Network. The role of the Registered Nurse in Primary Care Practice is to partner with and complement that of the family physician.

Provides initial client consultation, assessment, triage, coaching and teaching, health promotion and intervention, client care services and follow-up based on the client's needs, urgency of request and best practices, to ensure clients, families and caregivers are provided with ease of access to timely, person-centred, continuous and culturally safe quality health services. Care may be provided in the clinic setting, over the phone, or in the community setting. Facilitates and manages client transitions across the healthcare continuum to optimize health and well-being and adapts to changes in the client's condition to minimize avoidable admission to healthcare facilities; collaborates with the client and ensures linkages with acute, primary and community care healthcare providers including the client's primary care provider (Nurse Practitioner, Physician), other specialists and family supports with respect to client care planning to facilitate the flow of information through a variety of settings including FH and non-FH community services.

Provides client and family-centered care through a trauma-informed approach and evidence-informed practice. Establishes a dignifying, purposeful and trusting relationship with clients, promoting self-determination and independence. Encourages knowledge exchange in day-to-day activities, and empowers clients to engage and connect within their communities. Ensures clients and their family members are supported in navigating the health care system.

DUTIES & RESPONSIBILITIES:

1. Provides direct nursing care to clients receiving scheduled or urgent/timely primary care. Assesses clients and collects information from a variety of sources using skills of observation, communication, data review and physical assessment. Triage and makes a nursing diagnosis of the client's condition and determines whether the condition can be improved or resolved by an appropriate nursing intervention or through interventions and collaboration with other clinical staff and primary care provider. Assists the Physician/NP and other team members with urgent and emergent care as necessary.
2. Performs a comprehensive and focused health assessment that includes health history and complete physical evaluation; considers the patient's psychosocial, emotional, ethnic, cultural and spiritual dimension of health, the client's goals for health, including a thorough medication assessment and best possible medication history, and his or her understanding of their health/illness experience and how their daily life is affected.
3. Processes physician or nurse practitioner orders through methods such as initiating unit standing orders, administering medications, carrying out treatments and monitoring and documenting the effects.

4. Performs nursing procedures within their scope of practice and their own level of competency both independently and in an assisting role with the Physician/NP. Establishes a therapeutic relationship with the client through the use of interpersonal and interviewing techniques, in person and/or over the telephone, to ensure the client's choice and autonomy in decision-making and care planning including the client's right to dignity and privacy.
5. Screens referrals, provides individualized client assessments, and contributes to interprofessional care planning and clinical interventions. When appropriate collaborates and refers to specialized services for clients with multiple complex conditions; assists clients to achieve an optimal level of function by facilitating timely and appropriate health services (e.g. public health, social services) and utilizing a variety of resources and services; collaborates with the primary care provider, client, the family/supports/caregivers, other health care professionals, clinics, hospitals and other community resources to identify and resolve client care issues and coordinate the integration of care and services.
6. Develops a comprehensive shared client care plan, in collaboration with the interprofessional team, client and/or family, other healthcare providers and/or referring clinics which includes health promotion, illness prevention, rehabilitation, chronic disease management, and/or palliative approaches; facilitates and supports the transition of the client care plan to the primary/community care provider and/or community agencies.
7. Provides direct planned and unplanned client care and identifies other care services required in accordance with applicable guidelines, policies and evidence-based best practice; informs and educates clients and families and provides comprehensive explanations of care to the client and family and checks for understanding, as appropriate.
8. Reviews client care plans, in collaboration with the interprofessional team/primary care provider to determine timing and referral to other services and/or interventions to improve client outcomes; initiates, monitors and evaluates the appropriateness and effectiveness of the short and long term care plan to meet specific client goals; develops next steps in collaboration with the client and family; develops and supports a transition process for achieving client care goals across the care continuum.
9. Discusses clinical findings with client/family, in collaboration with the interprofessional team to develop action plans and set goals directed at clinical needs, self-management, and improved health-related quality of life; accesses system information and resources to review client data such as medical history, progress notes, consultation reports, lab reports and incorporates findings into the care plan; plans, organizes and establishes priorities by using resources effectively and efficiently; monitors and evaluates the plan of care and responds to unanticipated events and/or changing client or service assignment needs, as needed.
10. Supports clients and their families' clinic visits by providing information through their decision-making process regarding treatment options; advocates on behalf of the client/family to support their choices and needs and provides direct care to client as they transition to another program, service or healthcare provider.
11. Arranges and participates in outreach nursing care to clients in their home setting or suitable alternative, as required; performs nursing functions such as assessment, determining physical and mental status, and evaluating response to medications administered. Formulates and explains plan of care to client/family or supportive care persons and provides advice to the client and/or caregiver about available community resources.
12. Provides health counselling to clients including education, self-management, self-monitoring and wellness/health promotion/prevention through a combination of clinic, telephone or home/outreach visits; assesses the learning needs of individuals, providing and explaining techniques and equipment, and evaluates the overall effectiveness of the selected teaching methods and outcomes of learning.
13. Maintains clinical records such as intake screens, client assessments, clinical interventions, medication documentation, care plans and progress notes; maintains statistical information on clients in accordance with established policies, standards, and procedures.
14. Maintains professional practice growth, knowledge and expertise to reflect current standards of practice by reviewing relevant literature, attending educational workshops and in-services, consulting and networking with other health care professionals based on own learning needs.
15. Participates in quality improvement and risk management activities by identifying client care issues and collecting data; participates in research opportunities, as required.
16. Provides input in the development and revision of standards of care, policies and procedures and advocates for improvements in clinical practice, health care and health care services; participates in the development, implementation and evaluation of quality improvement initiatives within the program by providing recommendations to the Manager.
17. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training & Experience

Current practicing registration as a Registered Nurse with the British Columbia College of Nursing

Professionals (BCCNP).

One (1) year recent related clinical experience including assessing and treating children, youth and adults in an acute or community/outpatient care setting or an equivalent combination of education, training and experience.

Immunization additional education completed and up to date.

Valid BC Drivers license and access to a personal vehicle for business related purposes.

Skills & Abilities

- Demonstrated ability to complete initial and ongoing client assessments and provide nursing care through therapeutic interventions
- Demonstrated ability to communicate effectively, both verbally and in writing
- Demonstrated ability to integrate and evaluate pertinent data from multiple sources to problem-solve effectively
- Knowledge of broad health care services, community resources agencies and their role in providing a continuum of care
- Knowledge of common chronic diseases, effects of aging on health, infection control approaches, and primary care competencies
- Knowledge of adult guardianship act and related acts for children and reporting processes
- Knowledge of basic wound care assessment and treatments
- Ability to promote client-focused care including sensitivity to diverse cultures and preferences and utilization of harm reduction strategies
- Ability to independently manage and prioritize clients with diverse healthcare issues Ability to teach clients and others about topics essential to health care, health promotion and care self-management using care management principles
- Ability to work effectively in a dynamic environment with changing priorities
- Ability to work independently and as a member of an interprofessional team
- Ability to operate related equipment including applicable software applications
- Physical ability to perform the duties of the position

Manager	Date
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Employee Experience	Date
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Revised: 26/Apr/2019	Replaces:
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