

JOB POSTING #203-22

POSTING DATE: October 24, 2022

JOB TITLE:	Care Coordinator – Temporary, Full Time
INITIAL ASSIGNMENT:	High Intensity Supports at Home Program (NB CC HISH-001)
BARGAINING AGENT:	ONA
LOCATION:	North Bay
LANGUAGE(S):	English and French
EFFECTIVE DATE:	December 5, 2022 to May 31, 2024

Home and Community Care Support Services North East offers a wide-range of quality health-care services and resources to support people of all ages at home, school or in community. In addition to planning, delivering and coordinating care for thousands of people each day in Northeastern Ontario, we also manage eligibility and admissions to long-term care homes, short stay respite, and adult day programs. We need caring, motivated people who are driven to help others and make difference in their community, to join our multi-disciplinary team.

POSITION SUMMARY:

The Care Coordinator supporting the High Intensity Supports at Home (HISH) Program works with the Access team to complete assessments to determine patient eligibility and coordinates Home and Community Care Support Services (HCCSS) to prepare for a seamless transition from acute care to community, with the aim to reduce re-hospitalization. The Care Coordinator works with and supports hospitals in determining the most appropriate discharge destination from hospital that can meet the patients' needs. The Care Coordinator collaborates with informal caregivers, primary care and community partners to address patient/family needs and ensures the most effective use of resources.

NATURE & SCOPE:

- Collaborates with local hospital to identify patients at high risk of extended admission;
- Determines patient eligibility for home and community care support services and/or eligibility for long term care placement;
- Provides the initial in-home visit within twenty-four (24) to forty-eight (48) hours of hospital discharge for patients with high care needs and who are awaiting long term care placement and at risk of becoming ALC if readmitted to hospital;
- Establishes and coordinates any additional home and community care support services;
- Works with the Community Care Coordinators to ensure a smooth transition of services;

QUALIFICATIONS:

- Registered Nurse in good standing with the College of Nurses of Ontario;
- Minimum 2-3 years experience in care coordination with case management experience;
- In-depth knowledge of home health care and other community resources within Home and Community Care Support Services North East;
- Demonstrated case management, assessment, and interviewing skills;
- Ability to work with evolving care models to assess and plan for care;
- Problem-solving, good judgement and decision-making skill and ability;
- Proven ability to prioritize professional duties, manage multiple patients, and efficiently organize workload;
- Established ability to accurately complete required documentation, reports, forms, and recommendations;
- Strong interpersonal and collaboration skills to lead the client-centered team;
- Proven ability to communicate information effectively through a variety of means;
- Effective listening, observation, and facilitation skills;
- Good understanding of the roles of other health care professionals affiliated with the Home and Community Care portfolio;
- Knowledge of funding agencies available to support patients;
- Practical knowledge and understanding of relevant legislation;
- Comprehensive knowledge of the standards of practice and professional guidelines set forth by the College;
- Working knowledge of computer software and Microsoft Office applications;
- Must have valid driver's license and access to a vehicle;
- Advanced oral and written proficiency in English and French is essential

Home and Community Care Support Services North East is an equal opportunity employer. Personal information submitted will be used only for the purpose of determining suitability for this vacancy. All applicants are thanked for their interest in this position. Only those applicants selected for an interview will be contacted.

Individuals with a disability requiring accommodation during the application and/or the interview process should advise the recruitment contact so arrangements can be made.

Interested persons are invited to submit a cover letter and resume by **November 6, 2022** at 4:30 p.m. by e-mail to:

NECareers@hccontario.ca

Please refer to posting 203-22 when applying.

Home and Community Care Support Services has implemented a mandatory vaccination policy across the province that requires all staff to be fully vaccinated against COVID-19. Applicants being considered for employment will be required to provide proof of vaccination documentation confidentially to Human Resources upon hire. Any medical or human rights exemption requests will be reviewed and validated prior to an offer of employment.