



Job Posting
Intake Nurse - Hospice/Palliative Care
July 2024

Ian Anderson House Residential Hospice, located in Oakville, is hiring a Registered Nurse to work as a part-time Intake Nurse, 3 days per week, reporting to the Clinical Director.

The Intake Nurse is responsible for coordinating and conducting the assessment and possible admission of palliative patients who are referred for hospice care.

PRIMARY FUNCTIONS:

- Receive all referrals, contact family and collaborate with community partners in order to understand the clinical needs of the individual, determine priorities regarding the assessment, and to support family system navigation.
- Ensure all potential resident documentation is completed and consistently updated. This includes using the “Info Anywhere” computer program database.
- Coordinate and complete in-home/virtual assessments based on IAH’s eligibility criteria and in collaboration determine if/when admission may occur.
- Perform telephone triage and further assessment to determine changing status of those referred.
- Coordinate and communicate all aspects of the resident’s admission including patient and family education and support completion of patient file.
- Attends team meetings and events as required.

POSITION REQUIREMENTS:

- Current certificate of competence, CNO registration in good standing
- BScN degree prepared
- Recent experience in Palliative Care
- CNA Hospice Palliative Care certification an asset
- Continuing education courses completed in Palliative Care preferred, e.g. LEAP, Fundamentals, CAPCE
- Excellent interpersonal, communication, time management and leadership skills, as well as, critical thinking and prioritization.
- Demonstrated initiative and commitment to professional development and skill enhancement
- Current CPR certificate.

If interested, please submit your resume and cover letter **by Friday, August 9, 2024** to: Ellen Cronin-Irwin by email ellen@ianandersonhouse.com.

Those who will be offered an interview will be contacted. Thank you for your interest.