

# **Registered Occupational Therapist**

Part-time, permanent

0.4 FTE

Sharbot Lake Family Health Team is a multidisciplinary team of health care professionals who provide primary health care services to residents in the communities of Central Frontenac as well as portions of North and South Frontenac.

In keeping with our commitment to collaborative care, each member of the healthcare team plays an important part in providing effective, timely and efficient care.

## **Position Summary**

As a member of the SLFHT, the OT assesses and educates patients and their caregivers and provides thorough care and support including assistance navigating community resources.

The OT fosters a collaborative approach to lung health management in the community, identifies and participates in continuing education and research opportunities as appropriate to the goals of the program.

## **Education, Training and Qualities:**

- Registered Respiratory Therapist in good standing with the College of Occupational Therapists of Ontario (COTO),
- Experience in community and/or primary care medicine considered an asset
- Leadership, organization, research, evaluation, time management, communication, critical thinking, and interpersonal skills,
- Ability to work independently and within a team environment,
- Proficiency with computers and electronic medical record systems.

## **Knowledge, Skills, and Abilities**

- Excellent communication (verbal and written) and interpersonal skills,
- Strong clinical skills,
- Ability to work effectively in a multi-disciplinary team and work autonomously with minimal supervision,
- Commitment to community-based healthcare and knowledge of community-based resources
- Flexible and able to adapt to a constantly changing environment,
- Proficiency with various computer programs and application, especially Microsoft Office, TELUS (PS Suite),
- Excellent organizational skills and above average attention to detail.

## **Competencies**

**Organizational Competencies:** Client Focus, Accountability, Collaboration, Continuous Learning

**Position Competencies:** Counselling, Facilitating Groups, Knowledge /Technical Expertise, Relationship Building, Teamwork.

## **Other Requirements**

- Valid Driver's license and insurance coverage, access to vehicle
- Current and satisfactory Criminal and Vulnerable Persons Check
- French language is an asset.
- Must be fully Covid vaccinated or be willing to be so before commencing work.

## **Hours of Work**

Hours of work 16 hours per week. Generally, corresponds to the SLFHT practice hours of operation but may vary depending on community needs for after-hours care.

**As a registered professional, to abide by and be accountable to the ethics and standards set out by the relevant regulatory body of the profession.**

**All SLFHT staff have a duty to uphold high ethical and professional standards, maintain confidentiality and privacy, and use tact and good judgment in dealings with patients and other staff.**

**Interest in this position can be expressed by email to [sharbotlakefht@gmail.com](mailto:sharbotlakefht@gmail.com)**

**Thank you in advance for your interest but only those that are chosen for interview will be contacted.**

Key Responsibilities	Detailed Responsibilities
Client Care	<ul style="list-style-type: none"> <li>• Develop long term therapeutic relationships with patients to work through their health concerns.</li> <li>• Assess educational needs by identifying physical, social and/or emotional needs that may influence the education process and the long-term outcomes.</li> <li>• Review clinical information obtained through physician referral, lab reports, and health records.</li> <li>• Identify and address the needs of people at risk for functional decline, assessment of daily living activities and falls risk.</li> <li>• Work as part of an interdisciplinary team to provide overall health management.</li> <li>• Support patients/families and primary care providers to develop, implement and revise customized self-management plans (Action Plans)</li> <li>• Identify community resources and help patients to understand how and when to best access those resources appropriately.</li> <li>• Participate in research projects as required.</li> </ul>
Community Health	<ul style="list-style-type: none"> <li>• Serve as a community resource by providing information about lung health: liaise with local health care providers, hospitals, and community organizations to increase awareness, knowledge, and skills.</li> <li>• Incorporate and strengthen organizational and community understanding of health promotion and the broader determinants of health.</li> <li>• Develop and maintain networks with community organizations, groups and individuals involved in improving community health.</li> <li>• Develop educational programs for patients and delivery to the broader community.</li> <li>• Support approaches that foster self-help, mutual aid, and capacity building.</li> </ul>
Administration	<ul style="list-style-type: none"> <li>• Participate in regular program review and planning of program evaluation initiatives with a continuous quality improvement focus</li> <li>• Keep up to date records in patient charts and track visit frequency to deliver appropriate care.</li> <li>• Perform administrative tasks as related to the position, including activities such as time planning, documentation, and report preparation; enter relevant data per Ministry of Health and funder request.</li> <li>• Take part in committees, task forces and similar projects related to the program.</li> </ul>

