



**CARSWELL  
CENTRE**  
1871 Danforth Ave  
Toronto, ON M4C 1J3  
Tel: 416-699-7775  
Fax: 416-699-7766

**COXWELL SITE**  
#105-840 Coxwell Ave  
Toronto, ON M4C 5T2  
Tel: 416-469-6464  
Fax: 416-469-6164

**TAYLOR MASSEY**  
4 The Market Place  
Toronto, ON M4C 5M1  
Tel: 647-251-8195  
Fax: 1-844-329-6384

## **Chiropodist Permanent, Part-Time (0.4 FTE)**

### **Company Description**

South East Toronto Family Health Team (SETFHT) is an academic primary care clinic affiliated with the University of Toronto. Our organization is comprised of a variety of Interdepartmental Healthcare Professionals (IHPs) that include: physicians, medical residents, nurse practitioners, registered nurses, dietitians, social workers, psychologists, patient care coordinators, physician assistants and chiropodists, all of whom are assisted by an exceptional administrative and clinical support team.

SETFHT is a partner at the Health Access Taylor Massey (HATM) clinic, which is bringing a wave of primary care and interprofessional resources to the Taylor Massey community. SETFHT is also leveraging existing supports and services in the community to improve access to comprehensive primary and social care for its residents.

### **Position Profile**

SETFHT is currently seeking a dedicated, patient-centered, and highly skilled Chiropodist to join our IHP team. This role involves delivering a full range of exceptional foot care, including assessment, treatment, minor surgical procedures as well as preventative and palliative foot care. The successful candidate will work collaboratively within an interdisciplinary team, supporting patient health through education and evidence-based care. Practice will align with SETFHT policies and the standards of the College of Chiropodists of Ontario.

This part-time position will be split between the SETFHT clinic (840 Coxwell Avenue) and the HATM clinic (4 The Market Place).

### **Accountability**

The chiropodist reports and is accountable to the SETFHT Executive Director. All clinical decision making outside the scope of the chiropodist must be done in consultation with SETFHT's Lead Physician and/or physicians of SETFHT and/or medical directives.

### **Authority**

The chiropodist does not direct the activities of staff or function without direction from SETFHT's decision makers. The chiropodist must comply with the practice standards set by their regulatory college.

### **Decision Making**

On a regular and continuous basis, the chiropodist exercises clinical judgment and assumes responsibility for decisions, consequences and results having an impact on people, costs and/or quality of service within SETFHT.

### **HEAD OFFICE**

4<sup>th</sup> Floor - 1871 Danforth Avenue Toronto, ON M4C 1J3 T: 416-423-8800 F: 416-423-8803



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## **Role & Responsibilities**

The chiroprapist is encouraged to operate within their full scope of practice. They are required to work co-operatively with all staff at SETFHT in the promotion of patient health and prevention of disease.

- Conduct thorough assessments of patients' foot disorders/dysfunctions and lower limb conditions through detailed examinations, medical histories and diagnostic tests
- Develop personalized treatment plans tailored to each patient's needs
- Provide expert advice on foot health, footwear selection and proper foot care practices to prevent future complications
- Educate patients on proper foot hygiene, exercise, and preventive measures to promote overall foot health
- Prescribing medications within scope of license
- Administer appropriate treatments, such as trimming and shaping nails, removing calluses and corns, providing basic lower limb wound care as well as performing minor surgical procedures including injection of prescribed medication (as required)
- Collaborate with fellow chiroprapists and/or other members of the IHP team to ensure comprehensive patient care and optimal outcomes
- Maintain accurate and up-to-date patient records, documenting assessments, treatments and progress in accordance with medical standards and regulations
- Ensure that all clinical equipment is in satisfactory operating condition and follow safe working practices
- Prepare, monitor and control supplies necessary for clinic operation
- Educate medical clerks, family medicine residents and mentor chiropody interns
- Uphold high ethical standards and patient confidentiality in all interactions and activities

## **Skills & Qualifications**

- Completion of a Bachelor of Science and/or Graduate of an accredited school of Podiatry or Chiropody
- Minimum of 2 -3 years of clinical experience, primary care experience is an asset
- Current and valid license with the College of Chiroprapists of Ontario
- Proficiency using electronic medical record (EMR) systems
- Honed patient assessment and triage skills
- Commitment to providing compassionate and patient-centric care

## **Other Requirements**

- Demonstrated flexibility and time management skills
- Ability to maintain a positive attitude in a high-pressure environment
- Excellent conflict management and resolution skills
- Experience working with low-income, multi-racial, multi-lingual newcomer communities
- Demonstrated commitment to working from an integrated anti-oppression/ anti-racist, LGBTQ+ positive framework
- Excellent communication skills (both verbal and written)





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- Ability to work effectively within a diverse and multi-disciplinary team
- Available to work evenings and weekends, as necessary

The above responsibilities are not to be considered all inclusive; the individual may be assigned other related duties in the interest of efficient operations of SETFHT.

### **Hours of Work**

The successful candidate must be available to work weekdays, primarily between 8:30 AM – 4:30 PM with the possibility of evening and weekend shifts

### **Compensation**

- The rate of pay is based on experience and will range from \$37.04 - \$40.19 per hour
- This position includes 4% payment in lieu of benefits
- This position includes the optional enrollment in HOOPP or 4% payment in lieu
- This position includes paid time off

Thank you for your interest in the South East Toronto Family Health Team. Only those candidates selected will be contacted for an interview. Please, no direct telephone inquiries or email follow-ups.

We thank all applicants for their interest but only those selected for an interview will receive acknowledgement. Please note that a criminal background check will be conducted for this position. SETFHT supports a respectful and inclusive work environment for everyone and is committed to Anti-Oppression principles. We encourage qualified applicants of all ages, races, colour, ethnic origins, religions, abilities, gender identities and sexual orientations as well as peoples with disabilities to apply for this position as it reflects the broad diversity of communities we work with.

In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. Accommodations are available on request for candidates taking part in all aspects of the selection process.

SETFHT encourages a scent-free environment. All employees, students, volunteers, and visitors are asked to refrain from wearing fragrances and other scented personal care products (i.e. perfumes, lotions, hairspray, etc.) while on the premises.

### **Job Contact Information**

Human Resources

South East Toronto Family Health Team

E-mail: [humanresources@setfht.on.ca](mailto:humanresources@setfht.on.ca)

Subject: Chiroprapist

**Please forward cover letter and resume by 3:00 PM on June 27<sup>th</sup>, 2025**