

**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

Registered Practical Nurse (RPN)

Title:	Registered Practical Nurse	Employment Term:	Permanent
Reporting to:	SETFHT CEO	Employment Type:	Full-Time (1.0 FTE)
Number of Positions:	1	Location(s):	Hybrid (All 3 Sites)
Hourly Rate:	\$26.52 - \$28.78 per hour	Posting Status:	Open until filled

Benefits

- Enrollment in SETFHT's Health & Dental benefits, including AD&D, Long-Term Disability (LTD)
- Enrollment in the Healthcare of Ontario Pension Plan (HOOPP)
- Employee & Family Assistance Program (EFAP)
- Paid time off (vacation, sick, and personal days)
- Professional development time and funding

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 chiropractors, 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

We are seeking a dedicated and skilled Registered Practical Nurse (**RPN**) to join our team on a permanent, full-time basis. The successful candidate will play a vital role in delivering high-quality nursing, adhering to professional standards set by the College of Nurses of Ontario and internal SETFHT policies. The RPN will support all 3 clinics, which includes the two SETFHT clinic locations of *840 Coxwell Avenue* and *1871 Danforth Avenue* as well as the HATM clinic location at *4 The Market Place*.

As a valued member of the interprofessional team, the RPN will provide care within their full scope of practice, support patients in achieving optimal health outcomes, and collaborate with other healthcare providers to deliver patient-centered care.

Role & Responsibilities

The RPNs are encouraged to operate within their full scope of practice and contribute to a collaborative, preventative, and patient-focused care environment.

HEAD OFFICE

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



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- Assess patient health needs, provide health education, and respond to inquiries related to disease prevention and health promotion
- Accurately document patient encounters and maintain confidentiality in all health records
- Administer and document vaccines and allergy injections, ensure immunizations are up to date, and educate patients on side effects and benefits
- Support vaccine inventory management (monitor temperatures, order supplies, etc.)
- Perform clinical procedures including, but not limited to, suture removal, skin and wound dressings, TB testing and ear-syringing
- Assist with Infection Prevention and Control (IPAC) initiatives across clinical sites
- Develop and maintain partnerships with community organizations to support patient referrals and follow-up care
- Actively participate in nursing team meetings and share relevant ideas, experiences and learnings from professional development opportunities
- Perform related duties as assigned, within your scope of practice

Skills & Qualifications

- College diploma in Registered Practical Nursing. Preferably have one year of experience in a primary care or community health setting
 - New graduates are encouraged to apply
- Current registration and in good standing with the College of Nurses of Ontario as a RPN
- Experience using electronic medical records (EMR)
- Strong clinical skills
- Experience with pediatric care and/or phlebotomy is an asset

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)
- Ability to work effectively within a diverse and multi-disciplinary team

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 (11:00 AM – 7:00 PM) and weekend shifts

Additional Information



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Please be aware that the South East Toronto Family Health Team does not utilize artificial intelligence (**AI**) for screening, assessing, or selecting applications for this position. All hiring decisions are made by human reviewers.

We appreciate all applicants' interest; however, only those selected for an interview will receive acknowledgment. Additionally, a criminal background check will be required for this role.

SETFHT is dedicated to fostering a respectful and inclusive workplace and upholds Anti-Oppression principles. We encourage qualified applicants of all ages, races, ethnic origins, religions, abilities, gender identities, sexual orientations, and persons with disabilities to apply, reflecting the diversity of the communities we serve.

In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (**AODA**), accommodations will be available throughout the hiring process upon request.

SETFHT maintains a scent-free environment. All employees, students, volunteers, and visitors are asked to refrain from wearing fragrances or scented personal care products (such as perfumes, lotions, hairspray, etc.) while on our premises.

Job Contact Information

Human Resources

South East Toronto Family Health Team

E-mail: humanresources@setfht.on.ca

Subject: RPN

