

**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 (0.6 FTE)

Title:	Chiropodist	Employment Term:	Permanent
Reporting to:	SETFHT CEO	Employment Type:	Part-Time (0.6 FTE)
Number of Positions:	1	Location(s):	840 Coxwell & HATM
Hourly Rate:	\$38.15 – \$41.40 per hour	Posting Status:	Open until filled

Benefits

- Optional enrollment in Health & Dental benefits, including AD&D, Long-Term Disability (LTD), and optional Life Insurance or 4% pay in lieu
- 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 comprises a range of Interdepartmental Healthcare Professionals (**IHPs**), including physicians, medical residents, nurse practitioners, registered nurses, social workers, registered dietitians, patient care coordinators, pharmacists, physician assistants, and chiropodists, all supported by an exceptional administrative team.

SETFHT is a proud partner at the Health Access Taylor Massey (**HATM**) clinic, which enhances primary care and interprofessional resources within the Taylor Massey community. SETFHT also utilizes existing community supports, services, and partnerships to improve access to comprehensive, equitable, and integrated primary and social care for local residents. SETFHT is dedicated to innovation, continuous improvement, and the strategic use of advancing technology to strengthen care delivery, improve efficiency, and enhance the experience of patients, providers, and staff.

Position Profile

We are seeking a dedicated and skilled Chiropodist to join our IHP team in a permanent, part-time (0.6 FTE) capacity. The successful candidate will provide comprehensive, patient-centred foot care, including assessment, treatment, minor surgical procedures, and preventative and palliative care within their scope of practice.

The Chiropodist will support patient health through education, evidence-based care, and collaboration with physicians and other members of the IHP team. Practice will align with SETFHT policies and the standards and requirements of the College of Chiropodists of Ontario.

This position will be split between the SETFHT clinic at *840 Coxwell Avenue* and the HATM clinic at *4 The Market Place*.

HEAD OFFICE

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



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Accountability

The Chiroprapist reports and is accountable to the Chief Executive Officer (**CEO**) of SETFHT. When a patient's care needs fall outside of the Chiroprapist's scope of practice, they will consult with or refer to the SETFHT Lead Physician or another appropriate physician.

Authority

The Chiroprapist exercises independent clinical judgement within their scope of practice, in accordance with the standards and requirements of the College of Chiroprapists of Ontario and SETFHT policies. This position does not have a formal staff supervisory responsibilities.

Role & Responsibilities

The Chiroprapist supports patients in maintaining foot health, mobility, and quality of life through direct clinical care, patient education, and preventive treatment. The Chiroprapist is encouraged to practice to their full scope and works collaboratively with physicians and other members of the IHP team to provide comprehensive, patient-centred care.

Key responsibilities include:

- Conduct thorough assessments of patients' foot and lower limb conditions through clinical examinations, medical histories, and diagnostic tests within the Chiroprapist's scope of practice
- Develop individualized treatment plans based on patients' assessed needs
- Educate patients on foot health, footwear selection, hygiene, exercise, and preventive care to reduce the risk of complications
- Prescribe medications within the Chiroprapist's scope of practice
- Provide treatments including nail care, removal of calluses and corns, lower limb wound care, minor surgical procedures, and administration of medication by injection as appropriate
- Collaborate with members of the IHP team to support comprehensive patient care and positive health outcomes
- Maintain accurate and up-to-date patient records, documenting assessments, treatments, and progress in accordance with professional standards, regulations, and SETFHT policies
- Maintain a safe clinical environment, follow infection prevention and control (IPAC) protocols, and ensure equipment is properly serviced and cleaned, disinfected, or sterilized as appropriate
- Monitor clinical supply levels and coordinate replenishment as required
- Provide relevant education to medical clerks, family medicine residents, and mentor chiropody interns

Skills & Qualifications

- Graduation from an accredited chiropody or podiatry program
- A minimum of two years of clinical experience, primary care experience is an asset
- Current registration in good standing with the College of Chiroprapists of Ontario
- Proficiency with electronic medical record (EMR) systems
- Strong patient assessment and triage skills
- Commitment to providing compassionate and patient-centred care



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Other Requirements

- Excellent conflict management and resolution skills
- Experience working with people with low incomes and communities with diverse racial, cultural, and linguistic backgrounds, including newcomers
- Commitment to an anti-oppressive, anti-racist, and LGBTQ+ affirming approach to care
- Ability to work effectively within a diverse, interprofessional team
- A high degree of professionalism, ethical conduct, and respect for confidentiality
- Strong oral and written communication skills to support patient education, clinical documentation, and interprofessional collaboration
- Strong organizational and time-management skills, with the ability to manage competing priorities

Hours of Work

Regular working hours are primarily weekdays between 8:30 a.m. to 4:30 p.m., with the possibility of evening (11:00 AM – 7:00 PM) and weekend shifts, as required

Additional Information

Please note that the South East Toronto Family Health Team does not use artificial intelligence (**AI**) to screen, assess, or select applications for this position. All hiring decisions are made by people.

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 persons 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 (**AODA**), accommodations will be provided throughout the hiring process upon request.

SETFHT maintains a scent-free environment. All employees, students, volunteers, and visitors are to refrain from wearing fragrances and other scented personal care products (e.g. 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

Subject: Chiroprapist