



HALIBURTON HIGHLANDS
HEALTH SERVICES

Leaders in Innovative Rural Health Care

OCCUPATIONAL HEALTH NURSE

DEPARTMENT:	HUMAN RESOURCES
REPORTS TO:	MANAGER, HUMAN RESOURCES
STATUS:	PERMANENT PART-TIME
SHIFT:	DAY SHIFT (3 days/week, 0.6 FTE)
COMPENSATION:	COMMENSURATE WITH EXPERIENCE
UNION:	NON-UNION
AVAILABLE TO:	INTERNAL & EXTERNAL CANDIDATES
DATE POSTED:	SEPTEMBER 28, 2020

POSITION DESCRIPTION:

This position is responsible for managing the Occupational Health Program at Haliburton Highlands Health Services (HHHS). This role will assist employees in developing and maintaining a high level of physical, mental, and social well-being in order to promote optimal work performance and quality of work life. The Occupational Health Nurse acts in an advisory and participatory role on organizational committees and in the community.

- Ensures immunizations are current at the time of hire.
- Creates modified work plans, in consult with the employee, manager and union.
- Oversees, assesses, conducts follow-up and documents modified plans and RTW
- Participates in our Corporate Orientation Program
- Investigates and follows up on all incidents and injuries
- Maintains up-to-date employee immunization records
- Initiates, reviews and manages WSIB and LTD claims
- Develops and participates in an in-service education program
- Ensures all applicable legislative regulation and policies are followed
- Performs work duties that ensure safe, efficient and high quality patient/resident care
- Acts as a member of the JHSC

QUALIFICATIONS:

- Health care professional currently registered with CNO
- Minimum 3 years of experience in a similar position, within a Hospital and/or Long-Term care
- BScN preferred
- Certificate or Diploma in Occupational Health
- Demonstrated knowledge of Occupational Health and Safety Act, WHMIS, WSIB
- Working knowledge of computer word processing, databases, patient and lab information systems
- Ability to interpret lab results and have an understanding of statistical analysis
- Demonstrated knowledge of ergonomics and safe work practices
- Demonstrated knowledge in hazard identification/assessment and Communicable disease Surveillance Protocols
- CPR

SUBMIT APPLICATION AND RESUME TO:

**Human Resources
Haliburton Highlands Health Services
Box 115, Haliburton, ON K0M 1S0
E-mail: hr@hhhs.ca
Fax: 705-457-4609
2020-71**

PLEASE QUOTE JOB NUMBER:

Haliburton Highlands Health Services thanks all applicants, however, only those selected for an interview will be contacted. If you are contacted by HHHS regarding a job opportunity or testing, please advise if you require accommodation. Information received relating to accommodation needs of applicants will be addressed confidentially.