

JOB DESCRIPTION

Section 1 – Identifying Data

07-H&SS-02

Position Number:
Position Title: Flight Nurse (FN)

Department: Health and Social Services
Branch/Unit: Community Nursing and
Emergency Medical Services

Incumbent:
Supervisor's Title: Medevac Coordinator
Supervisor's Position Number: 15-851

Location: Whitehorse, Yukon
Date Completed: October 18, 2005
Medical Clearance Required: Yes
Security Clearance Required: Yes

Section 2 - General Summary

This position is responsible for providing pre-hospital nursing care in an expanded role, to the general population, utilizing advanced nursing education and skills in assessment, diagnosis, and treatment in settings where there is minimal or no access to physicians or support services like x-ray, lab or pharmacy.

Section 3 – Organizational Structure

Describe, in narrative form, the place of this position in the organization, including peers (those positions reporting to the same supervisor as the topic position), subordinates, and supervisor's supervisor.

This position along with 5 other permanent Flight Nurses, 6 permanent Ambulance Attendants – Medevac and 6 Auxiliary staff, reports to the Medevac Coordinator and/or Emergency Medical Services Ground Shift Supervisor (for operational issues) who report to the Manager Emergency Medical Services.

Section 4 – Principal Duties and Responsibilities (limit to 10 Duty Statements)

1. Provides pre-hospital nursing care via ground and/or air ambulance as part of a team or independently. The FN will perform the duties of an ambulance attendant (excluding dispatch) as well as duties of a critical care flight nurse. This involves conducting scene surveys, performing complete patient assessments and triaging of patients utilizing a variety of knowledge to provide basic and advanced life support as per YRNA *Scope of Practice, Clinical Practice Guidelines and the Yukon Emergency Medical Services (YEMS) policy and procedure manual*. Clinical skills performed by the FN include, but are not limited to, advanced airway management (including endotracheal intubation and needle cricothyrotomy); Initiation and maintenance of Intravenous and Intraosseous access, colloid and crystalloid fluid administration; Insertion and/or assistance with insertion of arterial lines and central venous catheters; Defibrillation, cardioversion, initiating external pacing and monitoring of internal pacing and all aspects of Advanced Cardiac Life Support (ACLS) care; Hemodynamic monitoring of all available parameters including interpretation of 3, 12, & 15 lead Electrocardiograms (ECG's); Assessment for initiation and adjustment of mechanical ventilation; Assessment in labour and delivery and planning of interventions including management of pre-term complications, postpartum hemorrhage and neonatal resuscitation; Drug therapy includes: evaluation of patient needs, initiating, dispensing, titrating and close monitoring of medications to maintain therapeutic effects (see drug formulary). Monitoring of patient condition and intervening with changes and appropriate independent actions as the situation demands.

2. Participates in the provision of pre-flight, in-flight, and post-flight care of patients requiring transportation from a referring health center or Whitehorse General Hospital to a secondary/tertiary hospital (e.g. Vancouver, Edmonton Calgary) as well as repatriations. This involves, telephone triage of cases, patient acuity assessment, selection of cases requiring medevac physician consultation, management of air ambulance resources and gathering of appropriate equipment. Preparing a patient care plan which includes advising referring facility and staff of further patient care needs and critical interventions required to stabilize the patient, problem solving with fellow team members, configuring the aircraft and ensuring patient safety while loading, unloading and in-flight. Consulting with dispatcher, other team members and pilots of need for protective isolation, altitude restrictions or special landing/take off requirements as well as transportation needs in receiving city. Responds to scenes in road ambulance, rotary and fixed wing aircraft either as a part of a team and occasionally independently. Participates in Mass casualty Incidents as required.
3. Collaborates with patient, family, physicians and other healthcare professionals to provide coordinated, comprehensive care for the patient, to optimize patient outcome. Provides reassurance, education and emotional support to patients and families.
4. Maintains thorough, comprehensive and ethical records on all assigned emergency medical service cases.
5. Performs inspections of emergency road vehicles and aircraft and all related ground/medevac equipment at the commencement of each shift to ensure equipment is fully functional, and supplies are well stocked. Safely operates emergency vehicles when dispatched.
6. Participates in quality assurance and enhancement programs. This may involve participating in focus groups to identify quality assurance priorities, develop quality assurance processes, measurement tools and methods to implement and evaluate quality assurance programs.
7. Maintains an up to date knowledge of the field through participation in upgrading courses and/or on-line courses, review of medical literature related to the nursing profession as well as ensuring that certification and re-certification requirements are maintained: this may include, but is not limited to, maintenance of Registered Nursing licensure, Paramedic certification, CPR – C, Emergency Driver training (NAPD), Transportation of dangerous goods (TDG), Advanced cardiac life support (ACLS), Pediatric advanced life support (PALS) or Emergency nursing pediatric course, Neonatal life support (NLS), Basic trauma life support (BTLS) or Trauma nurse core course (TNCC), Canadian Aero Medical Association of Transport Services (CAMATA), Critical Care and/or Emergency nursing certification/ diploma / degree, and CCRN,CEN, or CFRN certification.
8. Acts as an educational resource for other government employed nurses and ambulance medics and provides educational seminars as directed by management
9. Performs a number of other related functions such as: Assisting with the ordering and stockpiling of medical and non-medical supplies, performing counts of controlled narcotics, assisting with the cleaning of equipment, vehicles and the physical environment in which the FN works, participating in

the orientation of new staff members as directed, and entering statistical information into data base as required.

10. Supervision of some staff in regards to the clinical aspect of a medevac, including mentoring and precepting of new flight nurses and flight medics. When only one FN is involved in a call, he/she maintains overall responsibility and is the most responsible for care delivered to patients. FN authorizes and assesses all interventions or treatments that a patient in their care requires within the clinical practice guidelines/policy and procedure manuals.

Section 5 – Contacts

Describe, in narrative form, the working relationships inherent to the success of the job.

- Close personal contact with clients/patients requiring emergency and non-emergency pre-hospital and advanced care during transport to medical facility.
- Contact with, hospitals, health centers, physicians, nurses, paramedics and other healthcare professionals to exchange patient information.
- Contact with medevac physician on-call for consultation as appropriate and when required.
- Contact with patient's family to advise them of patient condition, gather history and notify regarding medevac and contact arrangements as well as interacting with them during a flight on the plane.
- Contact with community nurses and medical personnel as a resource to them for patient care needs and treatment suggestions
- Contact with RCMP and Fire Department to discuss emergency response issues.
- Contact with the administrative and financial staff of EMS and Community Nursing for the processing of timesheets, travel claims and purchasing.
- Contacts with the public at large to exchange information and provide tours of EMS facility.
- Contact with Medical Advisor to YEMS for chart audits and reviews

Section 6 – Problem-Solving

List three examples of problems, issues, or complexities most typically encountered in the job and describe the actions this job takes to resolve each problem listed.

1. Provides pre-hospital and nursing care to seriously injured or critically ill patients. The incumbent must have sufficient depth of critical care nursing knowledge to monitor patients being transported by flight and road and be able to intervene in a timely and appropriate manner to prevent further injury and or loss of life.
2. The incumbent must identify, develop and implement appropriate emergency patient care plans for patients who may have multiple issues. This is done by assessment of patients and the use of in-depth knowledge of both Advanced Nursing and Advanced Life Support methods, techniques and clinical practice guidelines.

3. The flight nurse must possess an in depth knowledge of numerous medications and complex medical equipment. This allows for their use in an effective and timely manner when caring for a seriously ill or injured patient being transported from a rural community, scene or to a hospital outside the Yukon.

Section 7 - Specific Accountabilities

1. Describe final decisions regularly made for which the incumbent is held accountable.
 - Overall decision as to urgency of medevac.
 - Scene and patient assessment, interpretation and treatment including evaluation of all available data (history, Labs, X-ray, U/S, CT.)
 - Selection of appropriate medication therapy including dosages and routes as per clinical practice guidelines and drug references.
 - Safe operation of emergency ground vehicles; ensuring safe conduct of self and patient while on the aircraft.
 - Safe operation of medical equipment.
 - Proper communication to dispatcher, fellow crew members, nurses, physicians, pilots, referring and receiving facilities.
 - When the only nurse on a call, he/she maintains most responsible status for care delivered to the patient and makes final decisions regarding patient care. Decision to consult with physicians if appropriate.
2. What are the expected end results of this position, i.e. what are the impacts of performing the Principal Duties and Responsibilities?

Decisions during patient care could mean the difference between life and death and or serious morbidity for the patient under the incumbent's care. Decisions made regularly make significant impact on not only patients but family members and relatives of the patient. Decisions made by the incumbent impact the quality, efficiency, consistency, and effectiveness of pre-hospital advanced care available to residents and visitors of the Yukon Territory.

Section 8– Acts/Regulations

List any Acts, Regulations and /or policies/procedures with which the incumbent must be fully familiar with in order to perform the position's function:

- Yukon Health Act*
- Yukon Public Health Act*
- Yukon Coroner's Act*
- Yukon Motor Vehicle Act*
- Mental Health Act*
- Pharmacy Act*
- Medical Professions Act*
- Yukon Territorial Policies and Procedures*
- ATIPP*

- TRNA/CNA Code of Ethics and Standards of Conduct
- YGEU Collective Agreement (relevant sections)
- Non-insured Health Programs (Health Canada)
- Nursing Scope of practice (YRNA)
- Transportation of Dangerous Goods Regulations*
- WHIMIS regulations
- *sections of acts or regulations

Section 9 - Budget

1. a) What is the Annual Budget for the unit under the direct control of the position?

Fiscal Year	2004/05
Annual Payroll	\$ 0
O&M Budget (excluding Payroll)	\$ 0
Capital Budget (excluding Payroll)	\$ 0
Revenues	\$ 0
Recoveries	\$ 0

b) Does the position have the authority to reallocate resources, i.e. transfer budget funds? If yes, provide examples.

N/A.

2. If applicable, describe other expenditures or revenues influenced by this position and how.

N/A

Section 10 - Working Environment

Describe in narrative form the position's working environment, which can be generally favorable or include exposure to undesirable conditions.

1. Physical Effort

- The incumbent will be lifting and transferring patients, which could involve weights between 100 and 450 Lbs. with assistance.
- The incumbent will be bent over and working in small places such as the back of an ambulance or an aircraft and confined spaces i.e. automobile, stairwell, etc. In this environment they must move lots of equipment along with the patient into or out of a tiny space. Flights can last from 1-6 hours at a time, and incumbents can be in the plane longer if doing repatriation.

- Due to the nature of emergency medicine/nursing, the incumbent can go long periods without a meal or bathroom break.
- Due to the nature of emergency medicine/nursing, the incumbent can go long periods delivering difficult patient care making many critical decisions with little chance for relief, rest or contact with additional medical resources.

2. Physical Hazards

- The incumbent will be exposed to blood and body fluids with resultant diseases such as HIV, hepatitis, tuberculosis and other diseases, often on a daily basis.
- High risk of back injury, sprains and strains due to awkward and heavy lifts, performed under stress and time constraints.
- The incumbent may be exposed to hazardous equipment and materials such as un-deployed air bags, pepper spray or unknown toxins.
- The incumbent will be traveling via plane, helicopter or ground ambulance and will be at risk of accidents or crashes.
- Flying in aircraft puts the incumbent in a position of working in an environment with less oxygen for the time they are in the air. This environment also exposes the incumbent to excessive noise, vibrations, cold exposure and dehydration.
- The incumbent when travelling via vehicle will be at risk of potential exposure to cold winter temperatures while on calls or if there is a vehicle breakdown.
- Exposed to risk of physical and/or verbal assault from patients, patient family or friends with no ability to evade or escape within the confines of an aircraft.
- Exposed to risk of needle stick injuries.
- Exposed to the smells and sounds of the sick and dying.

3. Discomfort

- The incumbent is exposed to cold and/or wet weather during rescue operations.
- There is the potential of emotional and mental stress as the incumbent participates in situations where patients are severely injured or their health and well being is severely compromised. Due to the severity of the patients condition sometimes they die while under the care of the FN or may die shortly thereafter, which can cause severe emotional and/or mental stress.
- The incumbent attends scenes involving violence with the resultant risk and stress associated with these types of situations.

Section 11 - Signatures

The above information on this description has been designed to indicate the general nature and level of work to be performed by the employee. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities assigned to this job.

<p><u>Supervisor:</u> I have reviewed (with the incumbent, where applicable) the duties and responsibilities assigned to this position.</p> <p>Supervisor: _____</p> <p>Date: _____</p>	<p><u>Incumbent</u> (where applicable): I have read the foregoing position description and understand that it is a general description of the duties assigned to the position occupied by me.</p> <p>Incumbent: _____</p> <p>Date: _____</p>
--	---

<p><u>Director of Human Resources:</u> (Comments)</p> <p>Supervisor: _____</p> <p>Date: _____</p>	<p><u>Deputy Minister:</u> I approve this position description as being representative of the work required to be performed and that the responsibility levels identified have been delegated to this position.</p> <p>Deputy Minister: _____</p> <p>Date: _____</p>
--	---