
Family Health Team

The Burk's Falls Family Health Team (BFFHT) is comprised of physicians, nurses, nurse practitioner, social worker, health promoter and an administrative team. Our Team is focused on improving access to comprehensive, patient-centered, and team-based primary health care. The BFFHT is currently searching for a:

Telemedicine Coordinator (RPN)
Part-Time contract (19hrs/week)

Position Description

The Telemedicine Coordinator (TMC) coordinates the OTN telemedicine suite located in Burk's Falls, connecting patients to their physician or clinician virtually through video. The TMC provides patient/family care ensuring high quality telemedicine services to patients in Burk's Falls and across the Almaguin Highlands region. In collaboration with the interdisciplinary team, you will deliver treatment with an emphasis on assessment, education, prevention, maintenance and restoration of health in a supportive manner. You have a strong interest in the application of technology to improve access to care. This is a part-time contract reporting to the Executive Director. Key responsibilities of the role include, but are not limited to:

- Carry out the Telemedicine program, meeting its clinical, educational and administrative goals
- Provide patient-centered nursing care
- Patient assessments and examinations, including vital signs and minor dressings
- Preparing space and patients for Telemedicine events
- Charting and documentation using an Electronic Medical Record (EMR)
- Tracking statistics and generating reports for program evaluation
- Assist with patient presentation and examinations as required
- Develop expertise in the use and care of the telemedicine equipment
- Troubleshooting minor technical problems
- Assist other interdisciplinary team members as required

Education, Qualification and Skills

- RPN with current registration with the College of Nurses of Ontario
- Evidence of strong clinical skill sets
- Valid CPR/AED certification
- Previous experience navigating patients through the health care system
- Excellent communication skills (both oral and written) and organizational skills
- Comfort and ease using technology (computers, Internet), and capable of minor troubleshooting as required
- Previous experience in an OTN role an asset
- Previous experience with electronic medical records (EMR) an asset

Additional Job Requirements

- Must adhere to all BFFHT Policies and Procedures
- Must be legally entitled to work in Canada
- Criminal records check is required

How to Apply

Qualified applicants are asked to forward their cover letter and resume to kevin.macleod@mahc.ca. We thank all applicants for their interest, however, only those applicants selected for an interview will be contacted.

The Burk's Falls Family Health Team supports diversity, equity and a workplace free from harassment and discrimination. We encourage applications from all qualified candidates, including women, visible minorities, indigenous peoples and persons with a disability.

*The Burk's Falls Family Health Team is committed to improving access and opportunities for individuals with disabilities. If you require a specific accommodation during the application, interview or recruitment stage, please contact us at 705-382-4018 x 200 or by email at kevin.macleod@mahc.ca noting **Accessibility Inquiry** in the subject line, in order for appropriate accommodations to be made.*