



Providence Living

Honouring every life story

POSTING:	Non-Contract 011N23
STATUS:	1-Year, Temporary Full Time
CLASSIFICATION:	Quality and Risk Manager
EFFECTIVE DATE:	Immediately
HOURS:	Monday to Friday; 08:00-16:00
SALARY:	\$100,000-\$112,000 per year

Purpose:

Providence Living is a newly created non-profit Catholic-sponsored health care organization focused on long-term care, assisted living, housing, and other community services to support seniors and their family members. We are committed to re-imagining the experience of seniors, especially those living with dementia, and to creating communities and fostering a culture where seniors are empowered to make decisions that affect their quality of life.

Reporting to the Executive Director, the Quality and Risk Medical Manager provides education and expert support for the application and integration of evidence-based system and tools designed to increase effectiveness, safety and suitability of health services. The Manager facilitates the interdisciplinary review of patient's safety events and systems issues to assist clinical areas in making system-based recommendations and improvements while ensuring consistency and standardization of related information flow.

Duties and Responsibilities:

1. Provides leadership, education and expert support for the application and integration of evidence-based solutions, tools and methodologies designed to increase the effectiveness, efficiency, safety and sustainability of Long-Term Care services.
2. Advances the consistency, standardization and sustainability of quality related processes and structures.
3. Participates in the development of an integrated quality infrastructure in accordance with Providence Living goals and values.
4. Facilitates the interdisciplinary review of patient safety events to assist program areas to identify root causes and make system-based recommendations for improvement.
5. Assists in the identification and analysis of trends requiring action utilizing a risk-based approach.
6. Collaborates with other areas of like expert knowledge both internal and external to the organization to promote best practice in the fields of Long-Term Care quality improvement and patient safety.
7. Assisting the members of the interdisciplinary team with clinical decision-making and with planning, implementing, and evaluating patient/resident care.
8. Develops programs to assist healthcare staff to meet performance expectations and standards of professional practice.
9. Assists healthcare workers to evaluate their own practice systematically and to identify pertinent care problems for investigation.

10. Understands privacy considerations and contributes to assessments of privacy in relation to organizational risk.
11. Identifies research opportunities and administers the research projects performing duties including writing research proposal, developing and designing budget parameters, sourcing funding from internal and external partners, hiring research staff, and providing detailed reports to senior staff.
12. Facilitates in the design, implementation and evaluation of agency wide education programs for nurses.
13. Participates as a member of a teaching group for a specified short-term initiative.
14. Provides professional expertise to health care professionals external to the organization on matters related to nursing practice including clinical, research and educational activities.
15. Participates in the development, implementation and evaluation of outcomes (clinical, process and system) related to Long Term Care quality improvement and patient safety.
16. participating in establishing the goals, objectives, and standards of nursing practice throughout the facility.
17. Develops reporting and analytics that create transparent insights for decision making.
18. Identify trends and opportunities for growth through analysis of complex data sets.
19. Create best-practice reports based on data mining, analysis, and visualization
20. Evaluate internal systems for efficiency, problems, and inaccuracies, developing and maintaining protocols for handling, processing, and cleaning data.
21. Work closely with project managers to understand and maintain focus on their analytical needs, including identifying critical metrics and KPIs, and deliver actionable insights to relevant decision-makers.
22. Works with stakeholders to ensure quality and refine reports based on continuous feedback, relating dashboards and reports to data available.
23. Performs other duties as assigned.

Position Specifications:

Education

Degree in Nursing or other related health science discipline. (7) years recent experience including two (2) years' experience in quality improvement, development, implementation and evaluation.

Skills and Abilities

- (i) Ability to communicate effectively both verbally and in writing.
- (ii) Ability to develop and manipulate Excel spreadsheets for analysis and reporting.
- (iii) Physical ability to carry out the duties of the position.
- (iv) Ability to effectively prioritize deadlines and workload.

This Posting will remain open until successfully filled. Please apply via email to Human Resource Services using Application for Internal or External Vacancy Form with resume attached.

Applications and resumes may be submitted through hr@providenceliving.ca

Thank you.

Human Resource Services

DATE: July 20, 2023

Human Resource Services
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