



Fairhaven is one of the leading-edge Long-Term Care Homes in Ontario. Come be part of an extraordinary, dedicated team that demonstrates core values, offering excellence in healthcare by improving the lives of our residents every day. The key to our success is our employees.

Full-Time Resident Care Generalist

The Resident Care Generalist is part of an interdisciplinary management team and is responsible and accountable to the Resident Care Managers. The Resident Care Generalist supports the nursing leadership team in executing resident care programs and services.

The Resident Care Generalist will promote and support a high quality of care for the residents while respecting their identified needs and preference. As a valued member of Fairhaven's team, the Resident Care Generalist will demonstrate a commitment to resident and staff safety in accordance with Fairhaven's policies, mission, vision values and applicable governing bodies.

RESPONSIBILITIES

- Provide clerical support for the nursing leadership team.
- Investigate accidents and near-misses to identify causes and prevention strategies.
- Conduct safety training and/or education as a result of identified or potential hazards.
- Collect, review and analyze employee accident/incident forms and make recommendations for safe practice or hazard remediation.
- Provide weekly/monthly/annual statistics by department, including overall progress of the Health & Safety program.
- Provides advice in functional area; participates in disciplinary meetings as required; assumes on-call manager responsibilities on a rotating basis; works with HR Generalist to ensure a fair and appropriate return to work when employees are off due to infectious illness and moves quickly to resolve issues related to safety, discipline, workplace violence and harassment.
- Participate in Fairhaven's Joint Occupational Health and Safety Committee (JHSC), including monthly inspections.
- Onboarding support for the Resident Care department from the interview to the offer of employment.
- Assist Resident Care Managers with resident or employee investigations.
- Act as liaison between Fairhaven and external service providers such as Golden Care Dental, Spasticity Clinic, Denturist, etc.



- Provide support for the IPAC program. This includes sick-call follow-up, arranging testing, sharing of personal test results, confidential data entry in PointClickCare (PCC).
- Perform hand hygiene audits weekly and record.
- Assist IPAC with RHA audit data entry.
- Collect and record data for Resident Care Quality Indicators in PCC.
- Assist with Medication Error tracking, investigations, reporting and assigning staff education via Surge Learning as appropriate.
- Vacation approval and recording for both CUPE and ONA.
- PCC assessment audits, assessment schedule monitoring and overseeing completion.
- Assists with administration of Attendance Support Program for unionized employees.
- Work on the RHA as an RPN during critical staffing shortages according to the critical shortage algorithm.

QUALIFICATIONS

- Current registration with the College of Nurses of Ontario as a Registered Practical Nurse (RPN).
- Over 4 years and including 5 years (generally progressive experience) including 1 to 2 years of long-term care or other healthcare sector supervisory experience.
- Understanding and competence in adult learning styles an asset.
- Demonstrated familiarity and competence in navigating RAI-MDS, PointClickCare, MS Office, other software applications, and audio/visual equipment.
- Effective organizational, team building, and leadership skills.
- Excellent communication skills, both verbal and written.
- Experience within a unionized environment.

Interested candidates should forward their resume in confidence to:

Human Resources
careers@fairhavenltc.com

We appreciate receiving all applications however only those candidates selected for an interview will be contacted.

Please be advised that in order to be eligible for employment at Fairhaven, all new hires must have received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by Health Canada AND have received the final dose of the COVID-19 vaccine at least 14 days prior to start date. Medical exemptions or



any other kind of requested exemption based upon Fairhaven's obligations pursuant to the Ontario Human Rights Code will be considered on a case-by-case basis.

Please note that if hired, your employment with Fairhaven will be contingent on receipt of a police and vulnerable sector screening free of criminal activities and satisfactory to Fairhaven's screening policy.

Fairhaven is an equal opportunity employer; accommodation will be provided in accordance with the Ontario Human Rights Code.