

 <h2 style="text-align: center;">Job Description</h2>			
Job Title:	Addiction Recovery Practitioner		
Department:	Rosaire House Addiction Treatment Centre		
Section:	2 – Allied Health		
Employee Group:	MAHCP	WS#: (FAC)	NA
Issue Date:	July 2014	Last Edit Date:	August 25, 2021

Summary:	<p>Provides recovery-oriented, trauma informed individual counselling, educational group programming and support services to individuals. Understands that the principles for recovery in addictions are founded upon hopeful, strengths-based approaches in pursuit of well-being, quality of life and full citizenship. Assists clients in understanding that recovery is a personal journey with goals defined by the individual, recognizing the significance of family, peers, workplaces and a community of support. Works collaboratively with related community organizations. Community contacts would be primarily related to reporting attendance and completion of programming to referral agencies such as NAADAP, Probation Services and Child and Family Services with the consent of the client. This is a non-supervisory position reporting to the Program Manager for supervisory and administrative matters.</p> <p>The goal of the Northern Health Region's addiction programming is to promote the recovery and mental wellness of the residents of the Northern Health Region (NHR) through trauma informed and culturally safe services.</p> <p>Due to the nature of the position, it is a requirement that:</p> <ul style="list-style-type: none"> • Staff not currently be engaged in substance misuse and/or problem gambling. 'Substance misuse' is defined as possession or use of illegal drugs, abuse of alcohol, prescription drugs or other mind-altering substances. • Gender equity with the client group is considered <p>The incumbent must fulfill the requirements of the Criminal Records/Vulnerable Person, Child Abuse Registry Check and Adult Abuse Registry Check, and adhere to all Northern Health Region policies and procedures.</p>
Reports to:	Manager, Addiction and Acute Mental Health Services

Competencies / Requirements:	
Degrees, Certificates and Licenses:	<ul style="list-style-type: none"> • Baccalaureate degree or Clinical Master's degree in related field to the position or equivalent • Current active registration with the applicable registering body • Current certification from a recognized Health care Provider Basic Life Support (BLS), or obtain within three (3) months of commencing employment

Knowledge:	<ul style="list-style-type: none"> Working knowledge of Windows based programs (Microsoft Word, Excel, Outlook, Power Point) and Internet Thorough knowledge of addiction, cause and effects, evidence-based models of treatment and their application to northern Indigenous cultures in particular Knowledge of individual, group and crisis counseling methods Orientation/training in the principles of Co-occurring Disorders
Skills:	<ul style="list-style-type: none"> Ability to engage clients in learning recovery-oriented skills such as goal-setting, problem solving and managing change Ability to facilitate learning based on client's age, educational level and need/readiness to learn in individual or group contexts Comprehensive skills in case management, collaboration, program development and evaluation, and group facilitation Effective written and verbal communication skills Ability to work effectively in a multi-disciplinary team and individually Ability to speak Cree an asset Ability to work with minimal supervision Respects and promotes a culturally diverse population
Duties:	<ol style="list-style-type: none"> Advocates on behalf of the Northern Health Region Promotes safety and health in the workplace Contributes to a culture of client and staff safety Provides clinical primary addiction services to clients assigned to their care Promotes health, wellness and life skills education through group therapy and individual sessions Provides consultation to other healthcare professionals, agencies or referral sources, clients and the general public Ensures effective communication within the department and the organization Ensures Continuous Quality Improvement Demonstrates professionalism within the Code of Conduct Demonstrates leadership qualities Ability to recognize and pursue self-development opportunities Assists with training new staff as required
Working Conditions:	<ul style="list-style-type: none"> Flexibility to respond to occasional crisis calls during working hours Primary day shift, Monday to Friday Weekend and evening work on occasion
Decision Making:	<ul style="list-style-type: none"> Client assessments for substance misuse and problem gambling to determine appropriate service delivery method needed for recovery Decisions regarding the assessment, treatment plan and aftercare arrangements of clients assigned Daily management of client care activities of the department Responding to client/family/worker inquiries/complaints and providing resolution to issue Responsible for problem solving in collaboration with other members of the health care team and/or patients/residents/clients/families/major stakeholders Time management Content of all documentation prepared by the incumbent on behalf of the client Crisis management

	<ul style="list-style-type: none"> • Case management pertaining to the assigned clients
Key Working Relationships:	<ul style="list-style-type: none"> • Manager, Mental Wellness & Recovery Services • Addictions Practitioner Clinical Lead • Clients • Addiction Recovery Practitioners and Mental Health Clinicians • Addiction Recovery Workers • Referral sources • External partners • Other RHA health care professionals/departments, especially Primary Health Care teams • Community resources, e.g. RCMP, lawyer, probation services, parole, physician, psychiatrist, psychologist • Self-help groups • General public
Direct Reports:	<ul style="list-style-type: none"> • None
<p><i>It is understood that the duties and responsibilities contained in this job description are representative of those necessary to carry out the functions of the position, however they do not limit the incumbent from performing other related duties.</i></p>	

Approved By:



Shantage
VP, Director or Manager

August 25, 2021

Date

Reviewed by Human Resources:



Wanda Readin
VP Human Resources & Chief HR Officer

August 26, 2021

Date

JOB DUTY ACTIVITIES FOR ADDICTIONS RECOVERY PRACTITIONER

Job Duties from Job Description	Performance Measures
1. Advocates on behalf of the NHR	<ul style="list-style-type: none"> 1.1 Promotes the mission, values and goals of the NHR 1.2 Maintains confidentiality in accordance with the Personal Health Information Act (PHIA), Freedom of Information and Privacy Protection Act (FIPPA), NHR policies and any other applicable legislation 1.3 Adheres to all NHR policies 1.4 Maintains acceptable state of health in accordance with the Attendance Support & Assistance Program (ASAP)
2. Promotes safety and health in the workplace	<ul style="list-style-type: none"> 2.1 Takes care to protect own health and safety 2.2 Takes all precautions necessary to protect the safety and health of other workers 2.3 Understands and follows legislation and workplace safety and health requirements 2.4 Reports incidents and unsafe acts and hazards 2.5 Cooperates with the Workplace Safety and Health Committee and others on safety and health issues 2.6 Complies with the Respectful Workplace Policy 2.7 In collaboration with, and under the supervision of the Manager/Designate, ensures hazards are identified and proper steps are taken to control the risks, monitors work areas and corrects unsafe work acts and conditions, instructs/coaches workers to follow safe work procedures and ensures necessary personal protective equipment is provided to workers and used properly 2.8 In collaboration with and under the supervision of the Manager/Designate, ensures equipment is properly maintained, ensures colleagues have the information, training, certification, supervision and experience to do their jobs safely and assist with safety handling, storage and disposal of chemical and biological substances in the workplace
3. Contributes to a culture of client and staff safety	<ul style="list-style-type: none"> 3.1 Commits to client and staff safety as a key professional value and an essential component of daily practice 3.2 Uses appropriate protective clothing/equipment 3.3 Integrates client safety practices into daily activities 3.4 Understands client safety practices that reduce the risk of adverse events such as infection control, injury prevention, safe administration of medication, and risk awareness 3.5 Recognizes, responds, and reports adverse events and near misses
4. Provides clinical primary addiction services to clients assigned to their care	<ul style="list-style-type: none"> 4.1 Interviews clients from diverse backgrounds and determines their stage of change for participation in the program 4.2 Conducts Bio-Psychosocial Assessments and collaborates with clients in designing client-centered, strength-based

	<p>change strategies, reflection evidence-based practices, and clinical experience</p> <p>4.3 Conducts individual, group programs in a professional and ethical manner following all recognized standards, legislation, and guidelines relevant to clinical practice</p> <p>4.4 Responds to client requests and crises in a responsible, timely, and flexible manner</p> <p>4.5 Develops discharge plans in consultation with clients and related professionals and organizations</p> <p>4.6 Abides by the ethical guidelines of the NHR and maintains professional conduct at all times</p> <p>4.7 Observes client progress, or lack thereof, and intervenes where necessary</p> <p>4.8 Oversees clients in the self-administration of medications and ensures they understand the reason for the medications they are taking. Consults with Pharmacy and/or community mental health clinicians when medication strategy may not be known.</p> <p>4.9 Addresses client conflicts (within program), crises issues (family, emotional, personal), and special needs (language, conceptual, medical, etc.) as appropriate</p> <p>4.10 Maintains client confidentiality in all matters affecting the NHR</p> <p>4.11 Acts in all matters for assigned clients, including one-to-one counseling, development of life goals towards which client can work upon discharge, discipline if required, and follow-up procedure</p> <p>4.12 Coordinates referrals, admissions, and discharges with related organizations</p> <p>4.13 Determines need for drug tests, analyzes results, and determines any actions required from test results</p> <p>4.14 Facilitates outpatient counselling as required</p> <p>4.15 Ensures continuity of client care within the scope of the Treatment Centre</p>
<p>5. Promotes health, wellness and life skills education through group therapy and individual sessions</p>	<p>5.1 Ensures that appropriate conditions, conducive to the safe exploration of client issues, are present in small group sessions</p> <p>5.2 Develops, implements, and evaluates addiction treatment programs within the Treatment Centre</p> <p>5.3 Presents self in an approachable and friendly manner as an ethical representative of a professional community organization</p> <p>5.4 Reviews and revises the residential program (as part of the treatment team) to ensure content is current and accurate, sessions are appropriately coordinated, emerging common client needs, and issues are addressed</p> <p>5.5 Delivers programs through lectures, group facilitation, and use of audio-visual aids</p> <p>5.6 Establishes and maintains professional working relationships and regular communication with community and other related organizations</p> <p>5.7 Participates in knowledge exchange activities with related organizations by maintaining regular correspondence, sharing and inquiring about resources, and advocating for quality service delivery</p>

	5.8 Responds to informational requests and represents Rosaire House Addiction Centre as directed
6. Provides consultation to other healthcare professionals, agencies or referral sources, clients, and the general public	<p>6.1 Responds to requests for information as a member of the team to support treatment plans of related healthcare professionals, providing services to the same client base</p> <p>6.2 Provides documentation as requested by other healthcare professionals</p> <p>6.3 Develops treatment plans to be implemented by other healthcare professionals</p>
7. Ensures effective communication within the department and the organization	<p>7.1 Communicates and consults with the Manager</p> <p>7.2 Ensures communication and responses to inquiries are addressed in a timely and effective manner</p> <p>7.3 Communicates and works effectively with client, interprofessional team, and other stakeholders, using client-centered principles that address physical, cultural, or other barriers to communication and manages professional relationships</p> <p>7.4 Maintains current and accurate confidential records of clients' files and attends to related requests for documentation in a timely and consistent manner</p> <p>7.5 Follows the policy and procedures of the organization, and consults with the Addictions Manager and other team members as needed, especially with respect to difficult or unusual assessment and/ or referral issues</p> <p>7.6 Informs Addiction Recovery Worker (ARW) staff, through report and/ or notation, of pertinent information regarding their clients that ARW staff need to know to carry out their duties effectively</p> <p>7.7 Participates with the Addictions Manager in ensuring a continuous quality improvement philosophy exists for the services to Rosaire House clients</p>
8. Ensures Continuous Quality Improvement	<p>8.1 Participates in Accreditation process and committee activities</p> <p>8.2 Performs in a manner that minimizes risk and exposure to personal and/or corporate liability</p> <p>8.3 Embraces LEAN methodology</p>
9. Demonstrates professionalism within the Code of Conduct	<p>9.1 Demonstrates the ability to accept and adjust to change</p> <p>9.2 Assumes responsibility for own actions</p> <p>9.3 Appears professionally as described in the NHR and department dress code policies</p> <p>9.4 Exhibits initiative in the work environment</p> <p>9.5 Reports for work as scheduled in a prompt manner</p> <p>9.6 Demonstrates a commitment to their clients, public and profession</p> <p>9.7 Adheres to the Code of Ethics recognized by the provincial regulatory organization</p> <p>9.8 Practices within scope of professional and personal limitations and abilities</p> <p>9.9 Demonstrates flexibility in problem solving in processes with improvements, such as introduction of new equipment, new chemicals, new procedures</p>

	9.10 Communicates and participates in problem solving with coworkers and supervisors
10. Demonstrates leadership qualities	<p>10.1 Demonstrates leadership competencies as outlined in the NHR Leadership Competency Framework</p> <p>10.2 Leadership Competency Self-Assessment – Leading in Position: In-Scope</p>
11. Ability to recognize and pursue self-development opportunities	<p>11.1 Reviews and keeps up to date with policies and procedures of the NHR</p> <p>11.2 Completes Absorb mandatory courses as required</p> <p>11.3 Attends required staff training sessions, in-services programs, or seminars as required</p> <p>11.4 Maintains and updates skills and certification(s) as required</p> <p>11.5 Maintains knowledge of new developments in the addictions field through journal review, interest groups, lectures, and committee work</p> <p>11.6 Attends scheduled staff meetings and any other required meetings</p> <p>11.7 Uses self-evaluation, new learning, and evidence in professional development</p> <p>11.8 Demonstrates commitment to continuing competence</p>
12. Assists with training new staff as required	<p>12.1 Participates in orientation of new staff as necessary</p> <p>12.2 Provides guidance to learners as required</p>