POSITION DESCRIPTION
Infection Prevention and Control Practitioner

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<th>Work Hours</th>
<th>Posting Date</th>
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<tr>
<td>8:30 a.m.–4:30 p.m. Monday–Friday</td>
<td>November 2014</td>
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<tr>
<th>Reports to</th>
<th>Department</th>
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<tr>
<td>Director, Non-Hospital Medical and Surgical Facilities Program (NHMSFP)</td>
<td>Non-Hospital Medical and Surgical Facilities Program (NHMSFP)</td>
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POSITION SUMMARY
Reporting to the director, Non-Hospital Medical and Surgical Facilities Program (NHMSFP), the infection prevention and control practitioner is responsible for providing leadership and management for the overall development, maintenance and delivery of the NHMSFP infection prevention and control (IPAC) quality management program. This position supports the NHMSFP and other programs as needed for IPAC quality improvement and assurance purposes. This position also works in the capacity of an accreditation officer.

DUTIES AND RESPONSIBILITIES
Duties include but are not limited to the following:

- develop, administer and implement the NHMSFP IPAC program and support other College departments regarding IPAC quality management
- evaluate infection control processes and identify educational needs and provide resources to NHMSFs
- implement a communication plan to disseminate and promote IPAC information sharing and continuing IPAC improvement opportunities
- implement health and safety programs, including programs for surveillance in non-hospital medical/surgical facilities
- ensure timely response to changes in legislation, health-care trends and government directives that may impact facilities’ ability to provide care
- recommend, implement and monitor policies and procedures for the NHMSFP, quality assurance and practice assessments department, and the Diagnostic Accreditation Program regarding decontamination, disinfection and sterilization of medical devices practices
- systematically collect, record, analyze and interpret health data records to assess IPAC issues in order to make the appropriate recommendations for action

Serving the public through excellence and professionalism in medical practice
• coordination, management and debriefing of critical IPAC incidents
• implement disease outbreak intervention procedures and notify the appropriate public health authorities in the event of an outbreak
• communicate with all relevant IPAC findings/issues with other College departments, facilities and external bodies
• responsible for consultation to stakeholders regarding IPAC surveillance, education and risk mitigation
• maintain current knowledge of key IPAC accrediting and regulatory indicators and standards

Accreditor evaluation
• in collaboration with the director and other program managers:
  o provide leadership for the development, implementation and monitoring of IPAC competency assessment for accreditors
  o ensure regular follow-up with accreditors for the purpose of IPAC continuing development
  o identify common issues related to surveyor competencies and develop strategies and educational programs to address issues

Accreditation
• conduct on-site visits and initial assessments of new facilities and programs as required
• review and evaluate facility IPAC audit submissions
• prepare initial assessment reports and recommendation for accreditation award in accordance with NHMSFP Committee policy
• review of design plans for new facilities/programs and renovation of existing facilities

General
• facilitate meetings, forums, focus groups and workshops
• attend meetings
• perform related duties as assigned

SKILLS AND QUALIFICATIONS
Required skills and qualifications include:
• registered nurse with BSN, licensed with CRNBC or other health care education and experience in a related field
• IPAC training course or equivalent; certification in infection control preferred
• expert knowledge in infection prevention and control principles and epidemiology and working knowledge of microbiology
• minimum five years’ clinical experience in a hospital setting or disease surveillance experience in a public health setting
• minimum five years’ experience in quality planning and management
• excellent working knowledge of CSA standards related to IPAC quality management
• ability to implement or support various change management activities
• knowledge and experience in accreditation programs, methodologies and quality systems
• experience in developing and implementing infection control education programs
• ability to deliver education and orientation programs utilizing a variety of recognized adult education methodologies
• ability to evaluate performance and develop continuous improvement and development plans and goals
• knowledge of information systems application tools
• experience designing and conducting research
• ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems
• ability to work cooperatively and establish effective working relationships with others
• demonstrate effective interpersonal skills necessary to interact in a professional manner with external stakeholders, College staff and committee members
• exercise initiative and good judgment with ability to multi-task
• display excellent problem solving and conflict resolution skills
• display excellent written, interpersonal, organizational, time management and presentation skills
• ability to work independently and within a team environment
• ability to respond to the most sensitive inquiries or complaints
• ability and willingness to travel as required to fulfill the responsibilities associated with the position
• possess a valid driver’s licence and ability to drive as required to fulfill the responsibilities associated with the position

The College of Physicians and Surgeons of British Columbia has been recognized as one of BC’s top employers for three years in a row, and one of Canada’s top 100 employers for 2014 and 2015. Our goal is to attract, develop and retain highly talented employees. We offer an excellent working environment, opportunities for personal and professional growth, and a comprehensive benefits package.

If you would like to join us, please forward your resume to:
hr@cpsbc.ca

Attention: Recruiter, Human Resources

We thank all applicants for their interest; however, only those selected for interview will be contacted.