Winchester District Memorial Hospital

VACANCY POSTING

Vacancy:	Registered Practical Nurse
Description of Position:	Regular Part time
Number of Vacancies:	1 Position
Unit:	Medical Surgical & Complex Continuing Care
Employee Group:	CUPE Service
Wage Grid:	$38.34 - $39.80
Shift Work:	Yes
Weekend Work:	Yes

Date Posted:	November 23, 2026
Closing Date & Time:	November 30, 2026 at 1700 hours
Reference Number:	26-175 RPT RPN M/S & CCCU

Please note: this posting is for an existing vacancy

ROLES AND RESPONSIBILITIES

PATIENT SAFETY

Every employee's responsibility is to ensure that the hospital's patient safety goal continues to be the centrepiece of our quality and risk management program and that every patient is treated within a safe environment. To ensure compliance with this goal, each employee must:

- Find, report, and prevent incidents/near misses or adverse effects
- Communicate/report areas of concern immediately to your Manager
- Complete a Near Miss Form or Incident Report to communicate or report incidents or near misses

SUMMARY OF POSITION:

The Registered Practical Nurse (RPN) delivers care in accordance with current standards of practice of the College of Nurses of Ontario. The incumbent functions within policies and practices of this institution and is accountable for their own actions. The Registered Practical Nurse is a team member who delivers care to assigned patients on the basis of their knowledge, skills and judgment required for safe and effective care.

NATURE AND SCOPE OF WORK

- Applies, in an effective manner, the nursing process in delivery of care
- Collaborates with the multidisciplinary team to ensure a patient care plan is developed
- Provides nursing care to patients where condition is stable, with predictable outcomes, and will collaborate with the Registered Nurse in patient situations which are beyond the RPN's scope of practice
- Works collaboratively with other health care team members to ensure effective coordination, implementation, and evaluation of the plan of care

- Communicates relevant clinical information to appropriate members of the multidisciplinary care team, in a timely fashion
- Documents care, and patient information in the Clinical Record as directed by hospital policy and procedure
- Contributes to the ongoing assessment of the health needs of the patient
- Provides health teaching to patients and their families. Assist with inter-hospital transfer of patients
- Participates on various hospital committees and supports quality improvement processes
- Attends unit staff meetings as often as possible and read circulated documentation/minutes to remain abreast of changes and Hospital activities
- Ensures that his/her knowledge and competency remain current by participating in continuing education activities
- Practices within their scope of practice, as per the policies of WDMH and the College of Nurses of Ontario (CNO)
- Assists in the orientation of new employees to the nursing unit
- Participates in the education of students obtaining clinical experience as WDMH
- Utilizes material resources such as supplies and equipment in a safe, cost effective manner to provide quality nursing care, and is cognizant or budgetary constraints

UNIT-SPECIFIC QUALIFICATIONS

- RPN Skills Update Course or equivalent, including medication and IV administration
- Recent (within the past 2 years) Medical/Surgical Nursing experience preferred
- Recent (within the past 2 years) experience in Gerontological and Rehabilitative nursing an asset
- RPN full scope duties – Applicants must be aware of CNO RN/RPN 3 factor framework
- Current Basic Cardiac Life Support (BCLS) certification
- Keen interest in Gerontological and Rehabilitative nursing

QUALIFICATIONS

- Ontario College Diploma in Practical Nursing
- Current Certification of Registration from the Colleges of Nurses of Ontario
- Current CPR required
- Demonstrated competence in nursing practice as appropriate to the needs of the organization
- Demonstrated ability to function as a team member
- Strict confidentiality of all patients and hospital related information
- Excellent attendance record and availability necessary to fulfil shift commitments
- Demonstrates a professional and respectful attitude towards patients, the public and colleagues
- Responsible for own professional development
- Observe strict confidentiality of all patients and hospital related information
- All new employees must obtain a satisfactory Police Check (vulnerable sector)

ALIGNMENT WITH WDMH COMMITMENT STATEMENT

The duties and responsibilities of this position include alignment with the Winchester District Memorial Hospital's Commitment Statement. It is the Hospital's mandate to ensure that all employees adhere to the following as a duty of their employment:

Our Commitment

We are here to care for our patients with compassion - close to home and with our partners.

We pursue excellence in all we do.

We are one team. We value respect, accountability, innovation, and learning.

APPLICATION INFORMATION

Further information is available from **Sean Burnett, Clinical Manager at extension #6339.** Interested employees should apply in writing, by email only indicating their qualifications to Brenda Fancey, Corporate Manager - Recruitment, Compensation and Benefits at **bfancey@wdmh.on.ca**. When applying for any posted vacancy it is mandatory that you provide a thoroughly completed Application for Employment or attach a resume with all of the necessary information to assist in determining whether you meet the requirements of the position as outlined on the posting. Failure to do so will result in your application being screened out of the competition.

At WDMH, we want you to experience work that is positive and rewarding -- in a safe, supportive and professional environment. We are driven by Compassionate Excellence and are committed to providing an inclusive and barrier-free work environment. We invite all qualified applicants to explore careers with WDMH.

Accommodations are available on request for candidates taking part in all aspects of the selection process.