



POSITION POSTING

Position: OTN Telemedicine Coordinator

FTE Type: One Year Contract – Maternity Leave

Closing Date: September 17, 2021

The Elliot Lake Family Health Team (ELFHT) is looking for an OTN Telemedicine Coordinator to provide patient/family nursing care using OTN to patients across Elliot Lake and area. In collaboration with specialists and our interdisciplinary team, you will deliver treatment with an emphasis on assessment, education, prevention, maintenance, and restoration of health in a supportive manner. This is a one-year contract covering a maternity leave.

Roles and Responsibilities:

- Carry out the Telemedicine program, meeting its clinical, educational, and administrative goals
- Providing patient-centered clinical nursing to patients and evaluating outcomes
- Ability to manage multiple OTN studios as per schedule
- Ability to manage OTN schedule via NCOMPASS program
- Charting and documentation using Electronic Medical Record (EMR – Accuro)
- Tracking statistics and generating reports for program evaluation
- Develop expertise in the use and care of the equipment
- Troubleshooting minor technical problems with OTN software
- Self-directed work as required
- Assist other interdisciplinary team members as required

Education, Qualifications and Skills:

- RPN/RN with current registration with the College of Nurses of Ontario in good standing
- Competency of knowledge, skills, and abilities of the full scope of an RPN/RN
- Valid CPR certification
- Previous experience navigating patients through the health care system
- Excellent communication skills (both oral and written) and organizational skills
- Maintain patient confidentiality
- Comfort and ease using Microsoft Windows, and capable of minor troubleshooting as required
- Previous experience in OTN role is considered an asset
- Previous experience with electronic medical records (EMR) an asset
- Proven good attendance record with the capability of maintaining this same standard



ÉQUIPE SANTÉ FAMILIALE
ELLIOT LAKE
FAMILY HEALTH TEAM

31 Nova Scotia Walk
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Additional Job Requirements:

- Must adhere to all ELFHT Policies and Procedures
- Must be legally entitled to work in Canada
- Criminal record check is required

RATE OF PAY: To be negotiated at time of hire.

START DATE: To be determined.

DEADLINE TO APPLY: Friday, September 17 @ 16:00 hours

Please submit your application in confidence to:

Ms. N. Ewen, Executive Director
31 Nova Scotia Walk
Elliot Lake, Ontario, P5A 1Y9
Email: n.ewen@elfht.ca
Fax: 705-848-2862

Posted: Thursday, August 19, 2021 at 16:00 hours.