INFECTION PREVENTION & CONTROL MANAGER

Job ID: 39953

Job Category: Audit, Compliance and Inspections

Division & Section: Seniors Services and Long-Term Care, LTC Regional Services

Work Location: Various work locations, see below

Job Type & Duration: Full-time, permanent

Hourly Rate and Wage Grade: $86,500.00 - $108,459.00/Year

Shift Information: Monday-Friday, 35 hours/week

Affiliation: Non-Union

Number of Positions Open: 10


Work locations:
- 400 The West Mall
- 306 Finch Ave. E.
- 351 Christie St.
- 205 Cummer Ave.
- 439 Sherbourne St.
- 2233 Kipling Ave.
- 3197 Lake Shore Blvd. W.
- 9 Nelson Rd
- 200 Dawes Rd
- 2920 Lawrence Ave. E.

Job Summary:
You will be providing advice, leading, coordinating and supporting a comprehensive Infection Prevention and Control (IPAC) program for the respective Long-Term Care Home, and ensuring compliance and implementation of clinical and non-clinical care standards and best practices in accordance with relevant acts and legislations. You will collaborate with others in identifying and mitigating risk factors to promote the goal of improving resident outcomes and preventing disease outbreaks.

Major Responsibilities:
- Implements detailed plans and recommends policies/procedures regarding program-specific requirements.
- Conducts research into the assigned area, in consultation with the divisional Infection Prevention & Control (IPAC) Committee, ensuring that such research takes into account developments within the field, corporate policies and practices, legislation and initiatives by other levels of government. Researches best practices for infection prevention and control.
- Provides input into, and administers, assigned infection control budget, ensuring that expenditures are controlled and maintained within approved budget limitations.
- Leads, plans, implements and tracks the delivery and completion of IPAC (including outbreak management), training and education to staff, caregivers, volunteers, visitors and residents, and maintains relevant records. Provides input for employee performance reviews/appraisals.
• Leads the implementation of the IPAC program and practices in the respective Long-Term Care Home in accordance with relevant acts and legislations that meet infection prevention and control requirements as outlined by the Ministry of Long-Term Care, the Ministry of Labour, Immigration, Training and Skills Development, Accreditation Canada, etc.

• Audits IPAC practices in the Home, as required, including, but not limited to, hand hygiene, selection, donning and doffing of personal protective equipment to prevent disease outbreaks.

• Conducts monthly infectious disease surveillance and reviews results regularly to ensure staff are conducting infectious disease surveillance appropriately and suitable action is taken. Monitors and evaluates staff performance and recommends disciplinary action to management when necessary.

• Leads and implements IPAC practices to manage outbreaks and minimize risk(s) to residents and staff.

• Leads, coordinates and convenes the respective Home’s interdisciplinary IPAC Team on a regular basis, and more frequently during an infectious disease outbreak in the Home. Engages with Toronto Public Health on the outbreak response when relevant, including when an outbreak has been declared.

• Consults and collaborates with the interdisciplinary IPAC Team, other health care professionals and affected departments in the Home to implement, monitor and evaluate the IPAC program.

• Assists with securing IPAC-related resources needed to support the respective Home’s outbreak management response. Participates in the review, selection and purchasing of personal protective equipment.

• Ensures that IPAC-related information is documented, tracked and analyzed. Submits IPAC reports to Home Site Quality Improvement and the divisional IPAC Committee, as scheduled.

• Reviews daily and monthly screening results collected by the Home to determine whether any action is required.

• Implements required improvements to the IPAC program, as required by audits.

• Leads quality improvement processes related to infection prevention and control, and collects, monitors and reports relevant risk management data.

• Ensures the hand hygiene program is operating in accordance with provincial standards.

• Coordinates and implements respirator fit (N95) testing and maintains related records.

• Administers the Home’s vaccination program, including ordering, storage and reporting of vaccines. Coordinates annual vaccination of staff, residents and volunteers at immunization clinics. Reports residents’ and staff’s vaccination/immunization status to management and maintains records of vaccination for both.

• Provides supports to the Volunteer Coordinator to promote volunteer vaccination and maintain records of volunteer vaccination.

• Administers the Home’s pandemic plan, ensuring alignment with the divisional pandemic plan. Involves key stakeholders in the review and update of the plan, ensuring related education/training occurs, and that personal protective equipment/supplies are maintained.

• Liaises with local public health units, Infection Control Networks, and hospital partners, in consultation with the Home’s leadership team and the Ministry of Long-Term Care in regard to IPAC. Establishes and maintains communication with staff from other programs, divisions and community agencies to improve programs and processes related to infection prevention and control.

• Administers IPAC-related clinical software systems, troubleshooting technical issues and acting as a resource to staff. Evaluates IPAC-related technology.

• Represents the Home on relevant local professional networks with other infection prevention and control practitioners to keep abreast of best practices and current trends in infection control.
Participates as a member or alternate for the Joint Health and Safety Committee, the Site Quality Improvement Committee, and the divisional IPAC committee.

Key Qualifications:

1. A degree in a health-related discipline preferred (e.g., nursing, laboratory, epidemiology, and other allied health) or an equivalent combination of education and experience.
2. Current registration, in good standing, with a regulatory healthcare body in Ontario.
3. Considerable experience in infection prevention & control in the Long-Term Care, Acute or Complex Continuing Care sectors.
4. Experience in, and knowledge of, long-term care home operations.
5. Experience in leading IPAC-related incident investigations.
6. Experience in supervising within a unionized environment.
7. Completion of an entry Level 1 Infection Control course.
8. Strong knowledge of infectious diseases, microbiology, epidemiology, occupational health & safety practices and statistics would be a significant asset.
9. Proficient computer skills, including the use of computer databases, spreadsheets, literature search and health care information systems (e.g., PointClickCare).
10. Demonstrated ability to work collaboratively in an interprofessional team environment, with staff at all levels of the organization and external partners.
11. Self-motivation, well-developed organization skills, detail –orientation, with an ability to determine priorities in a fast-paced environment.
12. Demonstrated ability to plan activities while performing a variety of different responsibilities with conflicting deadlines, and respond effectively to fluctuating workload demands.
13. Demonstrated skill in teaching, with strong written communication skills.
14. Ability to work flexible hours, if required, which includes workday, evenings, night shifts and weekends.
15. Ability to work in outbreak environments.
16. Experience with, and working knowledge of, the Fixing Long-Term Care Act & its Regulations, considered an asset.
17. Experience in participating in, or leading, Quality Improvement initiatives, preferred.
18. Certification in Infection Prevention and Control (CIC), considered an asset.

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How to Apply:

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