



Hay River Health & Social Services Authority | Administration des services de santé et des services sociaux de Hay River  
37911 MacKenzie Highway | 37911, route MacKenzie  
Hay River, NT X0E 0R6

## IDENTIFICATION

<i>Position Number</i>	<i>Position Title</i>	
	Midwife	
<i>Department</i>	<i>Position Reports To</i>	<i>Location</i>
Midwifery Program	Director, Client Services	Hay River Regional Health Centre

## PURPOSE OF THE POSITION

The Registered Midwife is responsible to provide primary midwifery services to maternity clients to ensure safe and appropriate care that contributes to healthy pregnancies, safe births, and healthy beginnings for mothers and babies. The position advances a best practice approach to the provision of community based maternity care within an integrated health service delivery model.

## SCOPE

This position may be located at one of the Hay River Health & Social Services Authority (HRHSSA) locations. They include the Hay River Regional Health Center (HRRHC), the Gensen Building, Woodland Manor, Supportive Living Services and/or H.H. Williams Memorial Hospital (HHWMH). The HRHSSA is an accredited, integrated health authority that provides the following services: 19 acute inpatient beds (14 Community Support Beds, 1 Family Suite (Palliative), 2 Secure Rooms, 2 Observation beds), Emergency and Ambulatory Care, including dialysis and endoscopy; Midwifery Care and Delivery; 25 Long Term Care beds; Supportive Living Campus, a Territorial campus providing 11 permanent residences; Diagnostic Services (Diagnostic Imaging, Ultrasound, Mammography); Laboratory; Medical and Specialty Clinics including Diabetes programming; Social Programs (Community Counselling, Healthy Families and Child and Family Services) Community Health and Home Care, Rehabilitation which include Physiotherapy, Occupational Therapy and Speech Language Pathology; and a full range of Support Services.

Located in Hay River, the Registered Midwife reports to the Director of Client Services. The Registered Midwife practices in compliance with the Midwifery Profession Act, the Regulations, the Midwifery Practice Framework, and the Standards of Practice for Midwives in the NWT. The position functions in accordance with the philosophy, objectives, and policies of the Hay River Health and Social Services Authority and the Midwifery Program.

The Registered Midwife is a credentialed member of the Hay River primary community care team with admitting privileges, and works collaboratively with other members of the Medical and Professional Staff and other healthcare providers. The position ensures the appropriate coordination of community based maternity care with the territorial health services, and maintains regular communication with the Stanton Territorial Hospital perinatal team. At times, the Registered Midwife may be required to travel and work in other Health Authorities across the Territories in order to maintain proficiency or cover short periods of leave for other Authorities.

The Registered Midwife works as a member of the maternity care team that provides services to all maternity clients including approximately fifty complete courses of care to women and their babies, as well as partial courses of care to women in a variety of circumstances. The position assumes primary responsibility for and provides continuity of care to assigned clients.

## **RESPONSIBILITIES**

- 1. Provides primary midwifery care to maternity clients in their homes, other community settings, and on-site at the Hay River Health & Social Services Authority, ensuring safe client care.**

### **Main Activities:**

- Provides comprehensive prenatal care, postpartum care up to twelve months, and newborn care up to six weeks.
- Attends births in the capacity of primary birth attendant and also serves as second birth attendant at additional births.
- Assesses and manages conditions in the mother or the newborn that are within the midwife's scope practice including ordering and interpreting diagnostic tests, prescribing and/or administering medications, and performing surgical and invasive procedures appropriately, as per Regulations and Midwifery Practice Framework.
- Identifies conditions outside the midwife's scope of practice that warrant assessment and medical management, and initiates consultation and referral to other care providers situated locally or at the regional referral centre or at other health care facilities outside of the NWT.
- Provides emergency care when necessary to prenatal, intrapartum, postpartum, and newborns clients.
- Coordinates the provision of services to maternity clients requiring multidisciplinary care.
- Establishes and maintains complete and accurate client records.
- Participates in regular multidisciplinary team meetings for the purpose of case management and peer review.
- Shares 24/7 on-call coverage for maternity clients with other midwives, responding to client concerns after hours by phone and in person.
- Engages in outreach efforts, including home visits, to ensure that all women have equitable access to midwifery services regardless of their

place of residence and/or circumstances.

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**2. Plans, implements, and evaluates community health promotion initiatives to enhance maternal / child health.**

**Main Activities:**

- Delivers prenatal education and health promotion activities to pregnant women and family members, both in group sessions and one-on-one.
- Provides postpartum education and breastfeeding support to new mothers, both in group sessions and one-on-one.
- Provides health assessment, screening and care to women for preconception care and pregnancy testing and counselling.
- Delivers community education on sexual and reproductive health, healthy relationships, family planning, healthy pregnancies, breastfeeding and infant nutrition.
- Participates in prevention and risk reduction strategies to reduce the incidence of FASD (including information, screening, and referral).
- Acts as a resource for other community based health care workers.

**3. Provides leadership in the development, management, and evaluation of midwifery-led maternity services within a multidisciplinary primary care team.**

**Main Activities:**

- Articulates the role of the registered midwife to clients, general public, and primary community care team.
- Facilitates community input into the development, implementation, and evaluation of midwifery services through a variety of means including, but not limited to, questionnaires, interviews, advisory groups, and community forums.
- Develops, reviews, and revises practice guidelines, policies, and procedures within the Authority and ensures they reflect the NWT Midwifery Practice Framework and the principles of integrated primary community care.
- Co-chairs the multidisciplinary HRHSSA Maternity Care Committee and represents the midwifery perspective on several other committees of the Authority.
- Shares with midwife colleague(s) the responsibility for the day to day management and monitoring of the Maternity Program, including identifying budget requirements for the program.
- Carries out continuous quality improvement activities to ensure the quality of care provided to clients.
- Participates in the development and implementation of an evaluation framework for midwifery services, including development and maintenance of data collection systems.

- Contributes the midwifery perspectives on various territorial committees and working groups as requested by the Government of the NWT.
- Serves as a resource to other communities, the Department of Health and Social Services and regional health authorities on matters pertaining to midwifery in the NWT.

**4. Participates in education and training activities and risk management initiatives in order to enhance client safety and ensure the competency of team members providing maternity and newborn care.**

**Main Activities:**

- Provides orientation, training, and mentorship to peers, students and other health care providers (including midwives, nurses, and physicians), both from within the Authority and from other institutions and jurisdictions.
- Participates in continuing education programs to address identified learning needs and to maintain competency as required for professional registration and credentialing, and for employment.
- Contributes to risk management initiatives within the Authority to improve client safety and reduce adverse outcomes.

**Position Role in Client & Staff Safety:**

The HRHSSA is committed to creating a culture of safety throughout the organization. A culture of safety is necessary to provide optimal care to our clients, and a healthy workplace for staff. An organization with a culture of safety is characterized by several elements:

- Client-centered care;
- Healthy workplace;
- Open communication; and a
- Blame-free and accountable environment.

All staff throughout the organization shares the responsibility for client and staff safety by:

- Demonstrating a commitment to safety;
- Complying with safety policies, procedures and best practices;
- Identifying and reporting safety issues; and
- Participating in safety initiatives.

**Commitment to Client Centered Care**

Recognizing that our clients are the experts for their own lives, the Hay River Health & Social Services Authority (HRHSSA) is committed to support our clients as leaders to accomplish the goals that they have set out for us in their personal care. The (HRHSSA) will endeavor to provide client centered care through the following:

- Involving clients in their care by reducing barriers that may inhibit our ability to help them.
- Providing a culture that will ensure clients have a voice and participate in their own personal care.

- Empowering clients through improving client satisfaction, enhancing the quality of care and ultimately the quality of life for our clients.
- Focusing on the experience of the client from their perspective and listening to their needs.
- Fostering collaboration between the client and organization by working together to achieve our goals.
- Providing continuous dialogue with the clients to ensure that each and every client is seen as a unique individual.
- Ensuring staff are provided with the training and tools required to complete the best job possible.

### **Criminal Record Check**

Employment with the Hay River Health & Social Services Authority is contingent on providing a satisfactory criminal record check including the vulnerable sector check to the Human Resources Office prior to the official start date of a position.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of the NWT Midwifery Profession Act and the NWT Midwifery Practice Framework in order to practice in compliance with the model and standards of practice.
- Knowledge of and an ability to apply, in a variety of settings, current evidence based midwifery theory and practice in order to provide safe and competent primary care to women and their families, in a manner consistent with the “General Competencies of Midwives in the NWT” (refer to NWT Midwifery Practice Framework).
- Knowledge and ability to use tools and technology appropriately in order to provide safe and effective care to clients (including but not limited to fetal monitors, oxygen delivery, diagnostic sampling techniques, incubators, phototherapy equipment, and neonatal resuscitation and intubation equipment).
- Demonstrated ability to communicate effectively with excellent interpersonal skills.
- Knowledge of and an ability to apply health promotion principles and strategies, in order to provide education, health promotion and counselling to women, their families and the community.
- Knowledge of and an ability to apply principles of adult education in order to participate in and deliver orientation and training to health professionals and allied health workers.
- Skills and ability to identify and work collaboratively with resources within the Authority, the community, and the territorial health and social services organization in order to ensure appropriate support to clients and their families.
- Knowledge, skills, and ability to utilize a computer and the internet in order to acquire, manage, and disseminate information related to midwifery practice and the implementation of the midwifery-led maternity care program.
- Self Confidence (States Confidence in Own Ability) – The Registered Midwife sees self as an expert and/or as someone who makes things happen. The incumbent explicitly states confidence in his/her own judgement.

- Flexibility (Adapts Tactics) – The Registered Midwife must be able to adapt to fit a situation or person faced. This includes an ability to effectively make decisions based on the situation.
- Valuing Diversity (Values Differences or Diversity) – The Registered Midwife must value diversity and seek out opportunities to gain knowledge and understanding of individuals or different cultural groups within the NWT through education and/or interaction with others.
- Self-development Plans (Plans Personal Development) – The Registered Midwife must be able to anticipate what individual competencies and skills will be needed to meet future needs.
- Initiative (Acts 3 – 12 Months Ahead) - A Registered Midwife must have an ability to anticipate and prepare for a specific opportunity or problem that is not always obvious to others. This includes an ability to take action to create an opportunity or avoid future problems, looking ahead 3 – 12 months.
- Information Seeking (Does Research) – The Registered Midwife must make a systematic effort over a limited period of time to obtain needed data or feedback, or conducts in-depth investigation from unusual sources. OR – an ability to conduct formal research through newspapers, magazines, computer search systems, or other resources.
- Conceptual Thinking (Clarifies Complex Data or Situations) – The Registered Midwife must be able to organize information to make it clearer. This includes an ability to integrate many small pieces of data into a structure that pulls them together and clearly communicates or presents the result of this integration.
- Listening, Understanding & Responding (Accurate Assessment) - The Registered Midwife must be capable of accurate assessment and sensitivity to the underlying root causes/concerns for individual or group behaviour patterns. After assessing the problem/issue, the incumbent must be able to make a proactive effort to help people/groups resolve the issue/problem.
- Client Service Orientation (Uses a Long-term Perspective) – The Registered Midwife must be able to work with a long-term perspective in addressing clients' problems. The incumbent may trade off immediate costs for the sake of the long-term relationship.
- Writing Skills (Writes Coherently) – The Registered Midwife produces written documents which are clear, easy to understand and which generally follow the rules of correct grammar, punctuation and spelling.
- Presentation Skills (Presents Effectively) – The Registered Midwife must be able to deliver presentations that are well-structured and easy to understand (i.e. presents in a relaxed and self-confident style).
- Teamwork and Cooperation (Solicits Input) – The Registered Midwife must value others' inputs and expertise. This includes involving team members to contribute ideas and opinions to help form specific decisions or plans (i.e. is willing to learn from others).
- Expertise (Volunteers Expert Help) – As the Authority expert in midwifery care, the Registered Midwife must be able to seek out opportunities to help people with their technical problems or in technical performance improvement. This includes offering personal expertise without being asked (i.e. acts like a technical consultant).

## **TYPICALLY, THE ABOVE QUALIFICATIONS WOULD BE ATTAINED BY:**

This level of knowledge, skills, and abilities may typically be attained through the completion of a Baccalaureate degree in Midwifery (Health Sciences), or assessed through a Prior Learning and Experience Assessment (PLEA) program within a Canadian province, with a minimum of 3 years' experience in delivering midwifery care as a primary care provider.

The incumbent must hold, or be able to obtain prior to hire, current registration as a Registered Midwife with the Government of the Northwest Territories. The incumbent must be credentialed by the NWT Credentialing Committee and must be able to obtain, prior to hire, appointment as a member of the Professional Staff of the Authority. The incumbent must also possess a valid Class 5 license.

The incumbent will be required, on an annual basis, to reapply for registration, credentials, and appointment to the Professional Staff.

Current CPR certification, Neonatal Resuscitation (NRP) certification with intubation and UVC placement, and SOGC Alarm Course or Emergency Skills Workshop for midwives is essential.

## **WORKING CONDITIONS**

Working conditions identify the unavoidable, externally imposed conditions under which the work must be performed and which create hardship for the incumbent. Express frequency and duration of occurrence of physical demands, environmental conditions, sensory demands, and mental demands.

### **Physical Demands**

For up to 48 hours per month the registered midwife will be required to attend births, during which time the incumbent will be required to stand for extended periods of time, lift and position clients, and exert substantial physical effort.

Home visits require the incumbent to frequently carry supplies and/or equipment up and down stairs as well into and out of a vehicle.

The Registered Midwife will be required to stand or be mobile for extended periods of time and assume awkward positions while providing clinical assessment and care to clients.

### **Environmental Conditions**

The clinical environment settings in which the midwife works are managed with a view to minimizing environmental hazards to women and babies, and are therefore considered adequate for the practitioner. However, as a result of working with clients the incumbent will be exposed to communicable diseases (such as TB, anthrax, etc.) blood and body fluid, hazardous materials (i.e. sharps) that may result in potential health risks to the incumbent.

In addition, while performing home visits the Registered Midwife may encounter unsanitary conditions, pets, and cigarette smoke exposing the Registered Midwife to second hand smoke or other allergens.

The incumbent must be comfortable with the sights, sounds and smells of pregnant and birthing women.

### **Sensory Demands**

The incumbent is required to use the combined senses of touch, sight, smell, and hearing during on-going client assessment. These demands are heightened and prolonged when monitoring labour and conducting deliveries.

### **Mental Demands**

The work environment is dynamic and frequently changing, requiring re-evaluating and shifting priorities. Urgent situations may arise, requiring the incumbent to take responsibility for prompt clinical judgement and timely decisions.

The registered midwife is frequently required to be on call, responding to calls from clients both during and after normal work hours, which may have a significant impact on the incumbent's personal and family life. The midwife will be required to work flexible hours, and from time to time, long consecutive hours that may result in sleep deprivation and fatigue.

The incumbent is expected to take responsibility for self-care while responding to the diverse needs of clients under conditions that frequently contribute to burn-out. The incumbent must be able to handle the pressures of being frequently on call as well as being viewed as a role model in the community.



**CERTIFICATION**

**Position Number:**

<hr/> <p>Employee Signature</p> <hr/> <p>Printed Name</p> <hr/> <p>Date</p> <p>I certify that I have read and understand the responsibilities assigned to this position.</p>	<hr/> <p>Supervisor Title</p> <hr/> <p>Supervisor Signature</p> <hr/> <p>Date</p> <p>I certify that this job description is an accurate description of the responsibilities assigned to the position.</p>
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<hr/> <p>Director/Chief Executive Officer Signature</p>	<hr/> <p>Date</p>
<p>I approve the delegation of the responsibilities outlined herein within the context of the attached organizational structure.</p>	

**The above statements are intended to describe the general nature and level of work being performed by the incumbents of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position**