



**Lake of the Woods  
District Hospital**

## **Lake of the Woods District Hospital**

### **Flow Coordinator (Full-time Permanent)**

<b>Competition Number</b>	2024-NON-032
<b>Job Type</b>	Full-time Permanent
<b>Hours</b>	1.00 FTE
<b>Classification</b>	Registered Healthcare Provider
<b>Department</b>	Administration
<b>Salary</b>	\$60.7223 to \$63.4960 per hour
<b>Closing Date</b>	Friday, December 20, 2024

#### **Description**

The Flow Coordinator is an integral member of the multidisciplinary clinical team, promoting optimal patient outcomes by assessing, planning, implementing, and evaluating management of patient care and disposition for in-patient and Emergency clients. This position is responsible for coordinating elements of care related to comprehensive discharge planning for clients, facilitating appropriate bed utilization, and collaborating and delegating patient care needs among the multidisciplinary team. Further, this role is responsible for the management of patient flow through the system including discharge follow-up phone calls.

You will work as part of the multidisciplinary team, identifying patients in need of interventional assistance including but not limited to;

- Knowledge of Long Term Care facilities and applicable legislation
- Knowledge of community health care agencies and referral pathways
- Knowledge of repatriation pathways and related transportation coordination
- Knowledge of and proficient in patient health literacy tactics and patient teaching

Through continuous experiential development, this role may be refined to better meet the needs of patients and caregivers. This position will work collaboratively within a multidisciplinary team. The individual demonstrates exceptional leadership and case management skills by having a high level of understanding of care across the continuum, professional integrity and accountability and will play a key role in system development. The Flow Coordinator will adhere to and promote the mission, vision, and values of Lake of the Woods District Hospital.

If this opportunity sounds like a great fit for you and you meet most of the essential qualifications we are looking for, we encourage you to apply and provide us more details about why you think you would be a great fit. LWDH is dedicated to ongoing professional development and continuing education opportunities to enhance skillsets and working experience.

#### **Why Work with LWDH? In this position, there are many benefits to joining our team:**

- 3 weeks paid vacation
- Healthcare of Ontario Pension Plan enrolment, one of Canada's largest defined benefit pension plans that includes inflation protections, survivor benefits, buyback options, and early retirement

- Desjardin Group Life Insurance coverage that includes life insurance, and short/long-term disability coverage
- Green Shield Canada extended health benefits for single and family including dental services, prescription, health services, vision, hospital accommodation, etc.
- Relocation and accommodation packages and support
- Access to staff physiotherapy, onsite gym, Employee Assistance Program, staff wellness initiatives, and much more!

### **Qualifications**

- Current registration with the applicable college
- Post-secondary education in the health sciences field
- Certification of BCLS and demonstrated ongoing competency
- Demonstrated clinical competency and experience in acute care or community setting
- Highly developed interpersonal and communication skills (oral and written)
- Demonstrated critical thinking and assessment skills
- Demonstrated ability to facilitate and coordinate team members toward a specific goal
- Knowledge of and proficient in patient health literacy tactics and patient teaching
- Demonstrated ability to advocate on behalf of the patient
- Demonstrated ability to communicate effectively with families, caregivers, and other professionals
- Computer literacy with strong knowledge of Microsoft Office program, databases, spreadsheets and applicable programs
- Knowledge of disease processes and how they affect a patient's ability to perform activities of daily living
- Ability to read and interpret research in the health sciences
- Ability to develop policies, procedures, clinical pathways, and referral forms
- Effective time and self-management skills to plan, organize and prioritize workload
- Reliable attendance record

Please apply through the online application process via <https://lwdh.talentpoolbuilder.com/>

*We thank all applicants for their interest but advise that only those selected for further consideration will be contacted. First consideration will be given to current internal employees of LWDH.*

*Qualified applicants may be considered for other comparable positions or within the same classification other than this posted position.*

*Please prepare your application in accordance with the qualifications posted in the job advertisement. Applications will be screened based on the posted qualifications.*

*LWDH is committed to the principles of equity, diversity, and inclusion and belongingness in our operations, throughout our workplace, and seeks to employ individuals who are committed to and value these principles.*

*We believe in and promote the rights of all persons with disabilities as outlined in the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA 2005) and its related Accessibility Standards Regulations. To meet this responsibility, LWDH will make appropriate*

*accommodations, including alternative formats available. Please inform Human Resources of any accommodation(s) at any point throughout the recruitment and selection process to ensure your equal participation.*

*LWDH values the importance of creating a workplace that reflects the population it serves and promotes the representation of the Employment Equity groups as outlined by the Employment Equity Act (1993). Applicants are encouraged to self-declare at the time of application.*

*For more information or to request an accommodation please contact the Human Resources Department at 807-468-9861 ext. 2393*