Benchmark Title **BEHAVIOUR CONSULTANT – 16P**

Grid Level 16P – Paraprofessional Wage Grid

Job Summary Develops, implements and maintains behavioural intervention strategies and programs for clients and provides training to caregivers to facilitate successful living in the community.

Key Duties and Responsibilities

1. Identifies, assesses and monitors clients' needs in conjunction with caregivers and/or other service providers.
2. Develops, implements and maintains individual behavioural intervention strategies and programs to allow clients to more fully and actively participate in community life. Applies psychological theories and principles and behavioural analysis techniques regarding behaviour and mental processes such as learning, memory, perception and language developments.
3. Identifies crisis situations and implements interventions to deal with such episodes.
4. Counsels individuals and groups to achieve more effective personal, social and vocational development.
5. Provides training to caregivers and others to implement individualized plans for clients.
6. Develops written plans, which include needs identification, goals, tasks and timeframes with regard to client programs, in conjunction with caregivers and/or other service providers.
7. Keeps current on literature and research in the field. Provides up-to-date best practice information.
8. Maintains related records and prepares reports.
9. Performs other related duties as required.

Qualifications

Education and Knowledge

Master's degree in Counselling Psychology or a related field.

Training and Experience

Two (2) years recent related experience.

Or an equivalent combination of education, training and experience.

Community Social Services Job Evaluation Plan
Rating Rationale

Benchmark Title: Behaviour Consultant

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	Education and Knowledge – Requires a Master's Degree in Psychology or a related field	7	131
2	Training and Experience – Requires 2 years recent related experience	4	100
3	Physical Demands – Often involves very light physical exertion in writing reports	2	14
4	Concentration – Often listens to patients to interpret client needs and behaviour; often requires a very high level of mental demand to define problems and develop treatment plans	6	50
5	Independence – Guided by counselling psychology standards; develop, implement and maintain clinical behaviour intervention strategies and programs.	6	86
6	Judgement – Modifies intervention techniques in accordance with clients' needs and progress applies psychological theories and principles and behavioural analysis techniques re behaviour and mental processes such as learning, memory, perception and language development.	6	86
7	Leadership/Supervision – Provides training to caregivers requiring judgement and interpretation of client plans	4	80
8	Accountability – Work is evaluated for compliance to counselling psychology standards; work has direct impact on client services; errors may result in substantial loss of time in terms of delay in clients' progress	5	71
9	Communication – Provides clinical counselling to clients with behavioural problems	6	86
10	Care of Individuals – Work involves providing clinical counselling	5	50
11	Environment/Working Conditions – Often exposed to moderately undesirable working conditions in the form of unpleasant dealings with clients with behavioural problems	5	42
		Total Points	796
		Grid Level	16P

Benchmark Title **DIETITIAN – 16P**

Grid Level 16P – Paraprofessional Wage Grid

Job Summary Assesses the nutritional status of clients. Coordinates nutrition care plans, and plans and implements food supplements and vitamin supplement programs. Provides nutritional advice and education to individuals and groups.

Key Duties and Responsibilities

1. Assesses and monitors clients' nutritional status and identifies risks through interviews, review of records and consultation with other caregivers. Participates in case conferences and coordinates nutrition care plans.
2. Counsels and educates individuals and groups such as women with high-risk pregnancies, new mothers and transition house residents. Makes home visits as appropriate.
3. Plans and implements food supplement and vitamin supplement programs.
4. Initiates client contact in the community. Assists clients in accessing community resources and refers clients to other community services and professionals as necessary.
5. Ensures that menus and recipes meet nutritional standards and the needs of clients.
6. Provides advice and guidance to staff and other caregivers related to clients' nutritional needs and status. Liaises with external agencies and professionals who work with clients to coordinate service delivery.
7. Maintains related records and produces reports as required.
8. Maintains current knowledge on literature and research in the field. Provides up to date best practice information.
9. Performs other related duties as required.

Qualifications

Education and Knowledge

Bachelor's degree in Dietetics and registration with the appropriate provincial licensing body.

Training and Experience

Two (2) years recent related experience, plus one (1) year internship required for registration with the appropriate provincial licensing body.

Or an equivalent combination of education, training and experience.

Community Social Services Job Evaluation Plan
Rating Rationale

Benchmark Title: Dietitian

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	Education and Knowledge – Requires a Bachelor's degree in Dietetics, plus registration with the appropriate provincial licensing body	6	113
2	Training and Experience – Requires 1 year internship plus 2 years recent related experience	5	125
3	Physical Demands – Often keyboards and writes reports	2	14
4	Concentration – Often listens to clients to interpret clients' nutritional status; often requires a very high degree of mental demands to define problems and develop nutrition care plans	6	50
5	Independence – Work is guided by dietetics standards; applies accepted techniques in different ways to plan, develop and evaluate nutrition care plans for clients	5	71
6	Judgement – Judgement required to modify treatment approaches based on assessments and consultations; plans and coordinates care plans	6	86
7	Leadership/Supervision – Provides advice and guidance to staff and other caregivers related to clients' nutritional needs and status	4	80
8	Accountability – Work performed and decisions made have direct impact on final service provided; work is evaluated for compliance with technical standards	5	71
9	Communication – Provides nutrition counselling and education to clients	4	57
10	Care of Individuals – Work involves identifying client risks and assessing their nutritional status; plans and implements nutrition care plans	4	40
11	Environment/Working Conditions – Sometimes exposed to moderately undesirable working conditions in the form of unpleasant dealings with clients who may be uncooperative	4	33
		Total Points	740
		Grid Level	*16P

***Note: Market based adjustment applied to increase to 16P**

Benchmark Title **LICENSED PRACTICAL NURSE – 13P**

Grid Level 13 – Paraprofessional Wage Grid

Job Summary Assesses, plans, implements and evaluates nursing care for the work assignment in accordance with the competency guidelines within the Professional Standards outlined by the appropriate provincial licensing body and the current legislative scope of practice.

Key Duties and Responsibilities

1. Assesses, plans, implements and evaluates nursing care to meet the needs of clients in accordance with competency guidelines with in the established standards of practice and current legislative scope of practice.
2. Shares knowledge, provides direction, assignment and supervision to unregulated care providers as appropriate.
3. Provides input regarding clients' needs, performance and progress. Attends multidisciplinary care meetings.
4. Performs nursing care and procedures and evaluates outcomes
5. Encourages and assists clients in activities of daily living as required, such as feeding, lifts and transfers, bathing, oral hygiene and toileting.
6. Administers medication to clients and provides medication reminders in accordance with established policy and procedures.
7. Observes clients and their environments, and reports unsafe conditions and behavioural, physical and/or cognitive changes to supervisor.
8. Provides emotional support and feedback to clients and their families.
9. Completes and maintains related records and documentation such as progress notes, observations and client charting. Reports problems and/or changes to designated staff.
   Answers general inquiries by telephone and in person and provides direction and routine information about programs and policies.
10. Places purchase orders with external suppliers , receives supplies, checks invoices against orders and goods received, stores and distributes supplies, and contacts suppliers to obtain and provide general information.
11. Identify social, economic, recreational and educational services in the community that will meet the needs of individuals and assist them to participate as appropriate and as dictated by their desires and person centered plans;
12. Performs other duties as required.

Qualifications

Education and Knowledge

Graduation from an approved Practical Nursing Program;

Current Registration with the appropriate provincial licensing body.

Training and Experience

One year of recent related experience

Or an equivalent combination of education, training and experience recognized by the appropriate provincial licensing body.

Community Social Services Job Evaluation Plan
Rating Rationale

Benchmark Title: Licensed Practical Nurse

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	Education and Knowledge – Requires Diploma from an approved practical nursing program and registration with the appropriate provincial licensing body.	4	75
2	Training and Experience – one year recent related experience.	3	75
3	Physical Demands – often pushes, pulls, lifts or carries clients in awkward positions.	7	50
4	Concentration – Often observes clients to interpret symptoms and changes in conditions and reports changes to Director of Care.	6	50
5	Independence – Guided by practical nursing standards; applies accepted work methods in selecting appropriate course of action in handling unusual client problems.	5	71
6	Judgement – Judgement required to identify symptoms and changes in client's condition. Assesses client's medical needs and chooses an approach within the scope of pre-established care plan.	6	86
7	Leadership/Supervision – little or no supervision	1	20
8	Accountability – Work is evaluated for compliance to practical nursing standards, and has direct impact on safety of clients.	5	71
9	Communication – Secures the cooperation of clients, some of whom may not be cooperate when receiving nursing care.	5	71
10	Care of Individuals – Work involved providing individualized practical nursing care plans, direct nursing care and remedial treatments.	4	40
11	Environment/Working Conditions – Often exposed to highly undesirable working conditions in the form of bodily fluids and/or waste.	6	50
		Total Points	659
		Grid Level	13P

Benchmark Title **NURSE – 16P**

Grid Level 16P – Paraprofessional Wage Grid

Job Summary The position provides nursing care to clients with mental and/or physical, behavioural, medical and other problems.

Key Duties and Responsibilities

1. Discusses, plans and evaluates nursing care and therapies of clients together with physicians, professional therapists, social workers and other professionals.
2. Encourages patients to participate in rehabilitation, work functions, recreational community and other activities to build self-confidence and to develop life skills and relationships with others. Evaluates clients adjustments to the community and general progress. Prepares reports and/or discusses client progress with other professionals.
3. Performs nursing care to clients such as administering prescribed medications and treatments and observing, recording and reporting symptoms and changes in patient conditions.
4. Provides counselling, guidance and support to clients and their families and/or caregivers in health care and treatment including details in home care.
5. Carries out established procedures to prepare essential facilities, equipment and supplies. May assist physicians in examinations, treatments minor surgery and care delivery.
6. Provides or assists with emergencies consistent with legislative parameters and approved organization policy. May perform record keeping and other clerical duties as required.
7. Trains support staff to carry out individual health care procedures such as medication administration, in accordance with relevant regulations and established internal procedures.
8. May provide in-home health education and registered nursing care
9. Performs other duties as required.

Qualifications

Education and Knowledge

Degree in Nursing, plus registration with the appropriate provincial licensing body

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Training and Experience

One (1) year recent related experience.

Or an equivalent combination of education, training and experience.

Community Social Services Job Evaluation Plan
Rating Rationale

Benchmark Title: Nurse

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	Education and Knowledge – Degree in nursing and registration with the appropriate provincial licensing body	6	113
2	Training and Experience – Requires 1 year recent related experience	3	75
3	Physical Demands – Once in a while, pushes, pulls, lifts or carries clients in awkward positions	5	35
4	Concentration – Often observes clients to interpret symptoms and changes in conditions to plan and evaluate nursing care and therapies	6	50
5	Independence – Guided by nursing standards; applies accepted work methods to plan and evaluate individual patient care and therapies	5	71
6	Judgement – Judgement required to identify symptoms and changes in clients' conditions and evaluate and modify nursing care and therapies accordingly	6	86
7	Leadership/Supervision – Trains support staff to carry out individual health care procedures	3	60
8	Accountability – Work performed and decisions made have direct impact on final service provided; work is evaluated for compliance to nursing standards	5	71
9	Communication – Secures the cooperation of clients, some of whom may not be cooperative when receiving nursing care	5	71
10	Care of Individuals – Work involves providing individualized nursing care plans, direct nursing care and remedial treatments	4	40
11	Environment/Working Conditions – Often exposed to highly undesirable working conditions in the form of bodily fluids and/or waste	6	50
		Total Points	722
		Grid Level	16P

*Note: Benchmark rated 16P as per arbitration decision of Vincent L. Ready on June 27, 2006

Benchmark Title **OCCUPATIONAL THERAPIST – 16P**

Grid Level 16P – Paraprofessional Wage Grid

Job Summary Plans, develops implements and evaluates individually designed programs of educational, vocational and recreational activities for clients with physical and/or mental disabilities to maintain, improve or restore physical and/or mental functioning.

Key Duties and Responsibilities

1. Assesses clients' mental, emotional and physical capacities using specialized occupational therapy techniques such as functional ability testing, observation of clients, physician referral notes and other standardized tests and procedures.
2. Plans and develops individualized programs of occupational therapy designed to enhance capacities such as motor skills, coordination, visual sensory perception, play and self-care skills.
3. Implements occupational therapy programs, which may include manual and creative arts, vocational skills development and recreational activities. Monitors and evaluates clients' progress make program adjustments accordingly. Recommends adaptive equipment. Provides direct therapy in individual and group settings.
4. Supports clients' families in determining needs and goals for clients and encourages their participation in case planning. Makes home visits and assists families in accessing other programs and services. Refers families to other community services and professionals as appropriate.
5. Provides instruction, guidance and advice to families, teachers and other caregivers on the implementation of components of the occupational therapy programs.
6. Maintains related records and produces reports as required.
7. Liaises with other community service providers and professionals to ensure coordinated and consistent client therapies. Participates in multi-disciplinary team and family conferences, case conferences, team and transition meetings related to client care and services.
8. Maintains current knowledge on literature and research in the field. Provides up to date best practice information.
9. Provides consultative and education services to clients' families, caregivers, professionals and the general public.
10. Participates in the review of agency policies, procedures and standards related to occupational therapy services.
11. Performs other related duties as required.

Qualifications

Education and Knowledge

Master's degree in Occupational Therapy and registration with the appropriate provincial licensing body.

Training and Experience

Two (2) years recent related experience.

Or an equivalent combination of education, training and experience.

Community Social Services Job Evaluation Plan
Rating Rationale

Benchmark Title: Occupational Therapist

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	Education and Knowledge – Requires a Master's Degree in Occupational Therapy plus registration with the appropriate provincial licensing body	7	131
2	Training and Experience – Requires 2 years recent related experience	4	100
3	Physical Demands – Often provides direct occupational therapy in individual and group settings requiring a moderate level of physical exertion and manual dexterity	5	35
4	Concentration – Often requires a high degree of concentration in implementing occupational therapy programs	5	42
5	Independence – Guided by occupational therapy standards, applies accepted techniques in different ways to plan, develop and evaluate individual programs of occupational therapy	5	71
6	Judgement – Judgement required to modify treatment approaches to develop and evaluate programs of occupational therapy	6	86
7	Leadership/Supervision – Provides leadership and guidance to caregivers on matters such as implementation of components of the occupational therapy program	4	80
8	Accountability – Work is evaluated for compliance to occupational therapy standards; errors may result in substantial loss of time in terms of client progress	5	71
9	Communication – Facilitates participation of clients and caregivers in the implementation of occupational therapy programs	4	57
10	Care of Individuals – Work involves remedial treatments and providing individualized care plans to clients	4	40
11	Environment/Working Conditions – Often exposed to moderately undesirable working conditions from lifting and carrying heavy weights; may require specific safety precautions	5	42
		Total Points	755
		Grid Level	16P*

*Note: Benchmark rated 16P as per arbitration decision of Vincent L. Ready on June 27, 2006

Benchmark Title **PHYSIOTHERAPIST – 16P**

Grid Level 16P – Paraprofessional Wage Grid

Job Summary Plans, develops, implements and evaluates individually designed programs of physical treatment to clients with disabilities to maintain, improve or restore physical functioning, alleviate pain and minimize or prevent physical dysfunction.

Key Duties and Responsibilities

1. Assesses and evaluates clients' physical abilities using functional ability testing, other tests and procedures, observation, and physician referral notes.
2. Plans and develops programs of physiotherapy derived from the assessment process. Makes program adjustments based on client progress.
3. Implements physiotherapy programs such as motor learning, balance and coordination, gait training, exercise programs and prescription of adapted equipment. Uses a combination of supplemental home/work exercise regimes, electro/hydro-therapeutic and other mechanical equipment in individual and group settings.
4. Encourages clients to adopt ergonomically sound lifting and other movements, exercises and periodic work/exercise breaks to minimize muscle, bone and tendon strain(s) and injury potential.
5. Prepares and maintains clinical and statistical records. Confers with other health care professionals to ensure coordinated and consistent client therapies.
6. Counsels and guides families, teachers and other caregivers on home exercises and physical limit cautions for young or mentally handicapped clients.
7. Keeps current on literature and research in the field. Provides up-to-date best practice information.
8. Develops and implements group and/or community preventative and information programs to minimize physical injury or strains and encourages client participation in community programs.
9. Provides consultative and education services to professionals, agencies and the general public.
10. Performs other related duties as required.

Qualifications

Education and Knowledge

Master's degree in Physiotherapy, plus registration with the appropriate provincial licensing body.

Training and Experience

Two (2) years recent related experience.

Or an equivalent combination of education, training and experience.

Community Social Services Job Evaluation Plan
Rating Rationale

Benchmark Title: Physiotherapist

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	Education and Knowledge – Requires a Master's degree in Physiotherapy, plus registration with the appropriate provincial licensing body	7	131
2	Training and Experience – Requires 2 years recent related experience	4	100
3	Physical Demands – Often requires worker to use very fine manual dexterity and motor skills to implement physiotherapy programs	6	42
4	Concentration – Often requires a high degree of precision in implementing physiotherapy programs and operating related equipment	5	42
5	Independence – Guided by physiotherapy standards, applies accepted physiotherapy techniques in different ways to plan, develop, and evaluate individual programs of physical treatment	5	71
6	Judgement – Judgement required to modify physical treatment approaches to develop and evaluate individual physical treatment programs	6	86
7	Leadership/Supervision – Provides leadership and guidance to caregivers on matters such as home exercises and clients' physical limits	4	80
8	Accountability – Work is evaluated for compliance to physiotherapy standards; errors may result in substantial loss of time in terms of delay in client progress	5	71
9	Communication – Facilitates participation of clients and caregivers in physiotherapy programs by communicating physical treatment methods, ergonomically sound movements, home exercises, and clients' physical limits	4	57
10	Care of Individuals – Work involves remedial treatments, and providing individualized care plans	4	40
11	Environment/Working Conditions – Often exposed to moderately undesirable working conditions in the form of lifting and carrying heavy weights; may require specific safety precautions	5	42
		Total Points	762
		Grid Level	16P*

*Note: Benchmark rated 16P as per arbitration decision of Vincent L. Ready on June 27, 2006

Benchmark Title **SPEECH LANGUAGE PATHOLOGIST – 17P**

Grid Level 17P – Paraprofessional Wage Grid

Job Summary Screens, assesses, diagnoses, plans and carries out therapy and consultation services for clients who have speech and communication impairment disorders.

Key Duties and Responsibilities

1. Observes clients and administers tests to diagnose the nature of the disorder and evaluate the degree of impairment.
2. Identifies, assesses, plans and conducts remedial treatment to correct differing speech and communication impairment disorders.
3. Provides speech training for clients with communication disorders caused by cerebral palsy, surgical removal of the larynx, hearing deficiencies or other impairments.
4. Plans individual or group therapy for clients with communication disorders.
5. Counsels and guides clients with communication and speech disorders and their families, teachers or employers.
6. Acts as a consultant to educational, medical, dental and other professional groups.
7. Provides guidance to other team members to carry out remedial programs to treat clients with speech and communication disorders.
8. Conducts in-services, workshops and training. Keeps current on literature and research in the field. Provides up-to-date best practice information.
9. Liaises with external agencies and professionals dealing with clients. Recommends referral to appropriate professionals if the need arises.
10. Participates in program evaluation, research and/or in special studies as required.
11. Maintains related records and prepares reports.
12. Performs other related duties as required.

Qualifications

Education and Knowledge

Master's degree in Speech/Language Pathology plus registration with the appropriate provincial licensing body.

Training and Experience

Two (2) years recent related experience.

Or an equivalent combination of education, training and experience.

Community Social Services Job Evaluation Plan
Rating Rationale

Benchmark Title: Speech Language Pathologist

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	Education and Knowledge – Master's degree in Speech / Language Pathology plus registration with the appropriate provincial licensing body	7	131
2	Training and Experience – Requires 2 years of recent related experience	4	100
3	Physical Demands – Sometimes involves very light physical exertion in demonstrating speech techniques	3	21
4	Concentration – Often listens to clients to interpret client needs and to conduct assessments	6	50
5	Independence – Guided by professional standards; applies accepted techniques to plan and deliver speech language therapy and consultation services	6	86
6	Judgement – Judgement required to modify remedial treatment approaches to correct speech and communication impairment disorders	6	86
7	Leadership/Supervision – Provides guidance to other team members to carry out remedial programs	4	80
8	Accountability – Work performed and decisions made have direct impact on final service provided; work is evaluated for compliance to technical standards	5	71
9	Communication – Counsels clients with speech or communication impairment disorders using professional therapeutic skills	6	86
10	Care of Individuals – Work involves planning and carrying out therapy and consultation service for clients who have communication disorders	5	50
11	Environment/Working Conditions – Once in a while exposed to bodily fluids	4	33
		Total Points	794
		Grid Level	17P*

*Note: Benchmark rated 17P as per arbitration decision of Vincent L. Ready on June 27, 2006