

## RECOGNITION OF REGISTERED NURSE PRACTICE POSITION DESCRIPTION TEMPLATE

Determination of what constitutes registered nursing practice in Manitoba involves evaluating the specific practice in question in the context of *The Regulated Health Professions Act, CRNM General Regulation, Practice of Registered Nursing Regulations* and the practice expectations for RNs, RN(AP)s and RN(NP)s (if applicable). Because it is not enough to say that a registered nurse employed or self-employed in a particular position is practicing registered nursing, there are circumstances where registered nurses will be asked to demonstrate their registered nursing practice through the evaluation of a position description. These circumstances may include:

- Self-employed practice
- Volunteer practice
- Humanitarian work in another country, care of family or medical fostering
- Any position in which it is uncertain if the practice falls within the full scope of registered nurse practice
- Any position in which it is uncertain if the practice expectations can be met

Registered nurses engaged in self-employed practice must maintain an up-to-date position description for their self employed practice and should maintain up-to date position descriptions for any registered nurses they employ. Registered nurses engaged in practice in the other circumstances listed above should maintain an up-to date position description if their employer or volunteer organization does not maintain a position description reflective of registered nursing practice. The College of Registered Nurses of Manitoba may request a position description to support self-reported or verified practice hours at any time.

To support demonstration of registered nursing practice, the College has created a sample position description template (attached) that may be used by RNs or RN(NP)s. This template reflects the minimum requirements to demonstrate registered nursing practice and can be used as a template or to guide the RN or RN(NP) in creating their own position description.

Registered nurses who are unsure if their practice is registered nursing practice or have questions about the Position Description Template can contact the Quality Practice Team at: [practice@crnm.mb.ca](mailto:practice@crnm.mb.ca) , 204-774-3477 ext. 301

Resources accessible via the [CRNM Resource page](#):

**Scope of practice for RNs**

**Practice Expectations for RNs**

**Scope of practice for RN(AP)s**

**Practice Expectations for RN(AP)s**

**Scope of practice for RN(NP)s**

**Practice Expectations for RN(NP)s**

**Is my Practice Registered Nursing Practice?**

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## POSITION DESCRIPTION

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Name: \_\_\_\_\_

College registration number: \_\_\_\_\_

Registration Membership Class: \_\_\_\_\_

### Job Title

\_\_\_\_\_

Employer  
(If self-employed, enter business) \_\_\_\_\_

*For example: Foot Care Nurse, Diabetic Educator*

Reports to  
(If self-employed, enter 'self') \_\_\_\_\_

**Based on the definition of registered nurse scope of practice below, identify the area(s) of registered nursing practice in this position (select all that apply):**

- assist individuals, families, groups, communities, and populations to achieve, maintain and restore their optimal physical, emotional, mental, spiritual and social health;
- assess, diagnose, plan and provide treatment and interventions and evaluate their effectiveness and to make referrals;
- teach, counsel and advocate on behalf of their clients in order to enhance health and well-being;
- coordinate, supervise, monitor, deliver and evaluate the provision of health care;
- manage, administer and develop systems related to registered nursing and the provision of other health care;
- teach registered nursing theory and practice; and
- engage in research related to health or the practice of registered nursing

**Select any reserved acts that you engage in when providing services in this position (you can see the full descriptions of each reserved act in the Scope of Practice documents on the College's resource webpage):**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Reserved Act 1: Diagnosis  | <input type="checkbox"/> Reserved Act 9: Administering a drug or vaccine   | <input type="checkbox"/> Reserved Act 10a-b: Ordering x-rays                 |
| <input type="checkbox"/> Reserved Act 2: Order or receiving diagnostic tests or screening   | <input type="checkbox"/> Reserved Act 6: Prescribing a drug or vaccine   | <input type="checkbox"/> Reserved Act 10e: Applying x-rays                   |
| <input type="checkbox"/> Reserved Act 3: Perform a procedure on tissue below the dermis, surface of a mucus membrane, or on the surface of the cornea | <input type="checkbox"/> Reserved Act 10: Ordering or applying ultrasound or electricity   | <input type="checkbox"/> Reserved 11: Select and administer therapeutic diet |
| <input type="checkbox"/> Reserved Act 4: Insert or remove instrument, device, hand or finger  | <input type="checkbox"/> Reserved Act 12: Set or cast a fracture or dislocation  | <input type="checkbox"/> Reserved Act 13: Ear canal                          |
| <input type="checkbox"/> Reserved Act 5: Administering a substance  | <input type="checkbox"/> Reserved Act 10a-d: Applying ultrasound or electricity or non-ionizing radiation in the form of a laser | <input type="checkbox"/> Reserved Act 14: Labour and delivery                |
|   |  | <input type="checkbox"/> Reserved Act 20: Psycho-social intervention         |
|   |  | <input type="checkbox"/> Reserved Act 21: Allergies                          |

## Position Summary

### Why does this position exist?

Example: To provide excellent care and support to clients requiring foot care services in the Province of Manitoba. This is accomplished through evidence informed practice that is consistent with the College of Registered Nurses of Manitoba Practice Directions, Scope of Practice and 2017 Code of Ethics.

## Qualifications and Education

### Please include education, certifications and experience relevant to the position.

For Example:

- Certificate of Practice with the College of Registered Nurses of Manitoba
- Foot Care Certificate Course from (organization name)
- Attendance at workshops, webinars or in-services to maintain continued competence in the service provided (list)
- Additional education that meets college-approved criteria for all reserved acts requiring additional education which are performed in this position.

## Responsibilities and Duties

**The responsibilities and duties section is an important part of the position description. You should outline the responsibilities this position performs on a regular basis and identify how this job functions within the CRNM practice expectations. It is recommended that you organize the position responsibilities as per the nursing process:**

**a) Assessment**

**b) Diagnosis/determination**

**c) Planning**

**d) Implementation of the client's care plan**

**e) Evaluation.**

**Also include responsibilities that demonstrate compliance with registered nursing practice expectations.**

For Example:

- Complete a comprehensive client-centered assessment
- Develops plan of care with the client
- Provide information to clients, client's families or groups related to their healthcare needs
- Maintain confidentiality of client information
- Evaluates, with clients and families, the achievement of health goals
- Participates in quality improvement activities.