



Government of Saint Christopher and Nevis

MINISTRY OF HEALTH

Lot 6B Bladen Commercial Development, Wellington Road, P.O. Box 186, BASSETERRE, ST. KITTS

Tel: (869) 467 3343, FAX: (869) 466 8574, (869) 465 1316

The **Ministry of Health** invites applications from suitably qualified Registered Nurses/Midwives to fill full-time position: **QUALITY ASSURANCE NURSE**

Qualifications and Experience

- Applicants must possess at least Certificate/Associate/Bachelor's degree or higher.
- Active Nursing License.
- Minimum of three (3) years clinical nursing experience.
- Experience with hospital-based quality assurance / performance improvement as well as a strong understanding of accreditation standards.
- Proficiency to analyze data, identify trends, and draw meaningful insights to drive improvements in patient care and healthcare processes.
- Effectively communicate findings and recommendations clearly to diverse stakeholders, including healthcare professionals, administrators, and regulatory bodies.
- Comprehend healthcare regulations, accreditation standards, and quality benchmarks, which is essential for ensuring compliance.
- Conduct thorough examinations of processes and outcomes with a keen attention to detail to identify areas for improvement.
- Lead or participate in quality improvement projects, requiring project management skills to ensure successful implementation.
- Exhibit proactive ability in staying updated on emerging trends, research, and best practices in quality improvement.
- Collaborate actively with various healthcare professionals, administrators, departments/units, requiring strong collaboration and teamwork.
- Uphold high ethical standards, ensuring integrity in data collection, reporting, and decision-making.
- Educate nurses on best practices and quality improvement initiatives.

Duties and Responsibilities of this Position

- Take responsibility for reviewing admission and ongoing patient documentation to ensure accuracy and correct implementation of the care plan.
- Serve as a resource person on clinical, professional, and reimbursement issues.
- Provide technical assistance to wards/units/departments, committees, and programs for the development of objective criteria.
- Facilitate the development of appropriate standards and nursing care indicators.
- Document and report Performance Improvement activities to Director Nursing Services.
- Coordinate a problem identification/intervention/goals system for areas of responsibility, ensuring appropriate investigation, corrective action, resolution, and follow-up.
- Utilize the health information systems for collecting, processing, summarizing, reporting, storing, and retrieving Performance Improvement information.
- Evaluate and utilize data obtained to determine interventions and communicate findings to all staff and committees.
- Facilitate cost-conscious quality/performance activities.
- Facilitate appropriate Risk Management activities relevant and current to ensure preparation for insurance and audit/requests for information.
- Proficiently conduct comprehensive audits ensuring adherence to established healthcare standards and fostering continuous improvement in patient care across all wards/units/departments.
- Facilitate appropriate, timely, formal, and informal communication of these audits to all departments and administration.
- Collaborate with the Executive Management Committee, physicians, nurses, and all other healthcare providers to ensure the availability of necessary training and tools to continuously improve the quality of care; facilitate discussions and feedback to sustain improvement.
- Establish and Chair a Quality Assurance Committee.
- Conduct and spearhead research initiatives aimed at enhancing quality improvement.
- Develop policies governing standards of patient care.
- Ensure staff have resources to perform duties.
- Identify trends and practices deficiencies of staff members.
- Follow up with patients and staff about incidents/accidents.
- Maintain records of audits, surveys, and incidents impacting the quality of care.
- Maintain reports relative to surveys, audits, and incidents.
- Maintain records of patient satisfaction surveys.



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- Submit reports to the Director Nursing Services as stipulated.

Applications from Qualified Applicants should include:

- Letter detailing qualifications.
- Updated Curriculum Vitae.
- Official Academic Certificate(s), transcripts and other relevant documents (certified copies)
- Two references with telephone and email address.

Salary

Salary will be commensurate with qualifications and experience and in accordance with the current salary scale of the Government.

All application documents should be scanned and submitted as one email file to:

pno@gov.kn and addressed to:

Principal Nursing Officer
Ministry of Health
Bladen Commercial Development
Wellington Road
Basseterre
St. Kitts

Application Deadline: February 23rd 2024. Late applications will not be acknowledged.