



Unit Name: 3B

Unit Location: 3rd Floor, Centennial Building, VG Site

Program: ENT, OMFS and General Surgery

Nova Scotia Health Authority Inpatient Profile

The purpose of this Profile is to provide Nurses with an overview of each service area.

<u>General Information</u>	
Service	Ear, Nose and Throat (ENT), Oral and Maxillofacial Surgery (OMFS) and General Surgery
Site	QEII Site, Victoria General Building
Brief description of the Unit	<p>3B is an acute care inpatient setting functioning in collaboration with the 2 ambulatory clinics.</p> <p>ENT Service – Tumor removal from head and neck, airway management (tracheotomy), otolaryngology surgeries (cochlear implants), general ENT cases (sudden hearing loss, vertigo, infection, emergency epistaxis), and surgery (septal deviations, sinus, tonsils, adenoids and thyroid).</p> <p>OMFS Service – Dysfunctional oral conditions and cancers, including surgery (broken jaws, trauma, orthognathic surgery, TMJ, reconstruction and cancer mass removal).</p> <p>General Surgery Service – Variety of surgical interventions for benign and malignant tumors. Procedures for gastrointestinal and colorectal resection, gastroscopy, hernia repair, open and laparoscopic procedures, surgical oncology, and management of Chron’s and Colitis related bowel disorders.</p>

Unit Orientation	<p>1 week general and interdisciplinary hospital orientation for new hires. 8-12 preceptor shifts on the unit with an experienced staff member (depending on level of experience) 1 day IT 1 day orientation with clinical educator ½ day orientation with the Enterostomal Therapy nurse</p>
Number of Beds	<p>3B is a 25 bed inpatient unit providing care for 11 ENT, 6 OMF and 8 GSR admitting diagnoses.</p>

Patient Care

Patient Population	<p>Care of patient population with ENT, Head and Neck disorders including cancer. Various diagnoses to the adenoid glands, balance, hearing loss, nose bleeds, tinnitus, disorders of the voice, neck masses and cancer (throat and thyroids). Otolaryngology surgery (cochlear implants), airway management (tracheotomy) and Emergency ENT disorders (hearing loss, vertigo and nose bleeds).</p> <p>Care of the OMF patient population with dysfunctional oral conditions and cancer (various diagnosis broken jaws, facial trauma, orthognathic surgery, cancer removal and teeth extractions).</p> <p>Care of the GSR patient population includes a variety of surgeries for benign and malignant growth of tumors, cholecystectomy, bowel resection, flaps, hernias, reconstruction, Chron's and Colitis.</p>
Average Patient Age Range	<p>Primarily serves a young adult to elderly patient population.</p>
Nursing Model of Care	<p>Primary Nursing: _____ Team Nursing: _____ Other: ____ Total Patient Care: _____ Modified Total Patient Care: <u> X </u></p> <p>Other:</p>

Systems

Medication System	<p>Traditional: _____ Unit Dosage: <u> X </u> Other: _____</p> <p>Other:</p>
--------------------------	---

Scheduling	Manager: _____ Self: <u> X </u>
Average Number of Staff per Shift	Days: RN <u> 5 </u> LPN <u> 1 </u> CTA <u> 0 </u> Evenings: RN <u> 5/4 </u> LPN <u> 1 </u> CTA <u> 0 </u> Nights: RN <u> 4 </u> LPN <u> 1 </u> CTA <u> 0 </u>
Service Hours	Inpatient 24/7
Length of Shift	8hr: _____ 12 hr: <u> X </u> Other: _____ Other

<u>Staff</u>	
Staff Mix	RN: <u> 80 </u> % LPN: <u> 20 </u> % CTA: _____ %
Physician Coverage	On Call: <u> X </u> On Site: <u> X </u> N/A: _____ Other: _____
Multidisciplinary Team Members	<p>An interdisciplinary team works with patients and families to help meet their physical, psychosocial and spiritual needs.</p> <p>The team includes Oral Surgeons, Oral Surgery Residents, General Surgeons, Surgical Residents, Medical Students, Radiation and Medical Oncologists, Otolaryngology Surgeon, Otolaryngology Resident, Health Service Manager, Registered Nurses, Dietitians, Physio Therapy, Occupational Therapy, Enterostomal Therapist, Speech Language Pathologist, Unit Aide, Clerical staff, Case Manager, Respiratory Therapist, Social Worker, Audiologist, Porters, Spiritual Care, Clinical Pharmacist, Clinical Nurse Educator and consult services (radiation, oncology, infectious disease, palliative care).</p>

Required Skills, Qualifications & Experience

RN

Registered Nurses provide professional nursing services, deliver health education programs and provide consultative nursing services to promote, maintain and restore patient health.

• Responsibilities

Pre and post operative care of a surgical patient
 Care and management of JP, G tubes, Feeding, Nasogastric tubes
 Pain Management (IV, PCA, Epidural, PO)
 Line Management (CVAD's and IV's)
 Transfusion of blood products
 Medication Administration (PO, IM, IV, SQ)
 Knowledge of complex wound care (microvascular flaps and NPWT)
 Patient and family teaching pre and post operatively
 Knowledge of tracheotomies (care, emergency situation, management)
 Knowledge of ostomy care and management
 Participates in multidisciplinary rounds
 Unit Efficiency: Staffing and charge duties

• Skills Required

AED/BLS-C certification is required.
 Certification in the following competencies: Peripheral IV therapy, Blood specimen/collection, Blood cultures, Blood/Blood Products, Blood Transfusion, Influenza Immunization, IV medications
 Tube Management (N/G, Feeding tubes)
 IV medications
 Tracheotomy care and management.
 Physical Assessments
 Airway management

Additional Responsibilities

Must have excellent interpersonal, communication and organizational skills. Commitment to team work. Excellent time management. Must have the ability to stand for long periods of time.

• Additional License/Certification/Education required

Previous post surgical care experience an asset.
 Professional maturity and ability to work with patients and families experiencing complex life situations (such as cancer, tracheotomies, facial disfiguration)

Completed by: Debbie Wentzell

Date: June 22, 2015