

**SECTION:** Executive Members

**ORIGINATED:** August 2019

**SUBJECT:** Job-Description, Non-Acute Care Representative

**REVISION:**

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**POSITION:**

Non-acute care representative

**TERM:**

Two (2) years

**RESPONSIBILITIES:**

1. Attends all IPAC-SWO Executive and Chapter business meetings and prepares regular updates to be presented to the membership.
2. Works with the IPAC-SWO Executive and provides input and direction for the growth of non-acute care membership for the Chapter. Promoting and expanding the IPAC-SWO chapter membership to non-acute care representatives (e.g., public health, long-term care, paramedics, dental, physio, home care).
3. Provides Chapter membership with updates on IPAC-Canada's Non-Acute Care Resources (e.g., prehospital care/EMS, Home Health Care, Community Care, Physician and Dental Offices).
4. Organizes and provides infection prevention and control educational opportunities to non-acute care health professionals, both Chapter members and non-Chapter members (e.g., IPAC 101 in Community Health Settings) in the Southwestern Ontario region.
5. Liaise to the non-acute care sector and will bring issues/questions from the non-acute care sector to the executive.
6. Maintains an IPAC-SWO issued flash drive containing records pertaining to the position of the non-acute care representative and ensures that the flash drive is passed to the incoming non-acute care representative.
7. Orients the in-coming Non-Acute Care Representative to ensure a seamless transition.