


## Job Evaluation Rating Documentation

<p><b>CUPE, SEIU, SGEU, SAHO</b></p> 	<p><b>Job Title</b> <u>Liaison Worker</u></p> <p><b>Date</b> <u>October, 2000</u></p> <p><b>Revised Date</b> <u>2004</u></p> <p><b>Revised Date</b> _____</p>	<p><b>Code</b></p> <p><u>065</u></p>
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<p><b>Decision Making</b></p> <p>Follows clearly prescribed practices when arranging transportation services for clients/patients/residents. Written and verbal instructions are translated to Dene, Cree or English.</p>	<p><b>Degree</b></p> <p><u>2.0</u></p>
<p><b>Education</b></p> <p>Grade 12.</p>	<p><u>2.0</u></p>
<p><b>Experience</b></p> <p>No previous experience. Six (6) months on the job to become familiar with outside agencies, services and outpost clinics, computer programs and region/facility/department policies and procedures.</p>	<p><u>2.0</u></p>
<p><b>Independent Judgement</b></p> <p>Uses established methods to arrange transportation and coordinate appointments. Resolves minor operating problems regarding seasonal transportation arrangements for clients/patients/residents.</p>	<p><u>2.5</u></p>
<p><b>Working Relationships</b></p> <p>Requires tact to discuss and settle transportation problems. Has regular contact with clients/patients/residents when translating medical treatment/transportation options often requiring comforting/nurturing skills due to the specialized nature of the contacts.</p>	<p><u>3.5</u></p>

<b>Impact of Action</b>	<b>Degree</b>
Provides translation/transportation services to clients/patients/residents to meet quality and service requirements. Misunderstood translations may cause delays in service resulting in small monetary losses.	<u>1.0</u>
<b>Leadership and/or Supervision</b> Orientates nurses to registration and transportation procedures.	<u>1.0</u>
<b>Physical Demands</b> Occasional physical effort escorting clients/patients/residents throughout the facility.	<u>1.0</u>
<b>Sensory Demands</b> Occasional sensory effort listening to medical practitioners, clients/patients/residents, family and staff with periods of intense listening concentration while translating.	<u>1.5</u>
<b>Environment</b> Occasional exposure to major hazards such as infectious disease, blood/body fluids and abusive clients/patients/residents/family members.	<u>3.0</u>