



Provincial Job Description

TITLE:
(033) Hearing Aid Practitioner

PAY BAND:
12

FOR FACILITY USE:

SUMMARY OF DUTIES:

Provides a wide range of audiometric services to clients/patients/residents.

QUALIFICATIONS:

- ◆ Hearing Aid Practitioner diploma
 - ◆ Certification with National Board for Certification in Hearing Instrument Sciences (NBC-HIS)

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Intermediate computer skills
- ◆ Interpersonal skills
- ◆ Communication skills
- ◆ Ability to work independently
- ◆ Valid driver's license

EXPERIENCE:

- ◆ **Previous:** No previous experience. Twelve (12) months on the job to gain a knowledge of various facilities and equipment and to become familiar with department policies and procedures.

KEY ACTIVITIES:

A. Audiometric Services

- ◆ **Assesses client needs.**
- ◆ **Dispenses, adjusts, fits, repairs and maintains hearing aids and other related audio logical equipment.**
- ◆ **Takes ear impressions for ear moulds or plugs.**
- ◆ **Conducts aided sound field and/or real-ear testing.**
- ◆ **Records results of programmed hearing aids, sound field testing and real ear measurements.**
- ◆ **Performs otoscopic examinations.**
- ◆ **Discerns/relays client concerns/problems with the manufacturer regarding hearing aids and adjustment.**
- ◆ **Tailors computer programs to individual hearing losses.**
- ◆ **Conducts audio logical evaluations and recommends hearing aids.**

B. Education

- ◆ **Promotes proper hearing aid usage.**
- ◆ **Explains test results and hearing aid operation to clients.**
- ◆ **Discusses any related problems that clients may be experiencing.**
- ◆ **Provides education seminars (e.g., nursing homes, clinics).**

C. Clerical

- ◆ **Schedules appointments (e.g., programming, testing, repair).**
- ◆ **Documents all client visits and follow-up.**
- ◆ **Corresponds with clients and government agencies.**
- ◆ **Receives, reviews, processes, files requisitions, reports and third-party billings.**
- ◆ **Records the removal from, return to or sales of hearing aid inventory.**
- ◆ **Records the issuance of hearing aid loan stock.**
- ◆ **Handles cash sales and invoicing.**
- ◆ **Balances cash receipts and completes bank deposits.**
- ◆ **Reports findings and requests medical clearance when required.**

D. Travel

- ◆ **Travels to clinics, personal care homes, nursing homes and private homes.**

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: October 16, 2018