

Beacon Hospital

Job Description

Job Title	Clinical Coordinator for Skin and Wound Care
Department	Wound Care/ Surgical Services
Reports to	ADON, Surgical Services
Date	Updated: March '09

Overall Purpose of Job

To Provide and coordinate exceptional patient care in Skin and Wound Management for UPMC(University of Pittsburgh Medical Center)Beacon Hospital, in an environment where quality, respect, caring, and compassion are at the centre of all that we do.

Key Responsibilities and Deliverables

- The Skin & Wound Care Coordinator nurse is accountable for the management and coordination of wound care/tissue viability and nursing services within the Wound Care clinic an Inpatient Services.
- Advance Certificate from a recognized program for Wound Care Management.
- The appointee is accountable to the ADON of Surgical Services and the Director of Nursing. He/ She will coordinate and provide effective team participation and leadership within a multidisciplinary team.
- Assists with the provision of expert clinical advice and training to the primary health care team. Liaise with other professionals and team members involved in the management of wound care in acute and chronic wounds demonstrating the ability to assess and manage patients in collaboration with the consultant physicians.
- He/ She will advance current nursing practice in accordance with ABA guidelines, using on-going education in-services and training for hospital staff members, patients and their families.
- Develops and implements a wound care program to include patient care protocols, documentation tools, wound care formulary and WOCN referral criteria..
- Competent to assess patients using Doppler Ultrasound and applying safe compression therapies in a range of clinical diagnosis.

- Develop, in collaboration with UPMC Quality department and matrix a Skin Integrity Program for Inpatients employing JCI standards.
- Monitors fiscal budget to control operational and capital expenditures while monitoring and adjusting resources to improve productivity and outcomes.
- Identifies appropriate internal quality controls for department; providing mechanisms to monitor and enforce best practices, trends and report data related to Skin integrity and wound care outcomes, following Infection control standards and practices.
- Performs other related duties as required.

Working Environment:

- Work environment is located in a comfortable indoor area.
- Conditions such as noise, odour, cramped workspace and/or fumes could sometimes cause discomfort.
- Moderate to extreme physical effort may be required such as walking, standing and lifting materials, equipment, objects, and/or patients.
- Occasional lifting may be heavy and awkward, over 50 lbs.
- Vision, hearing, talking, and sense of touch abilities must be adequate enough to enable one to quickly and accurately perform tasks such as: reading small print, reading from monitoring equipment, defining details, sending and receiving clear and accurate verbal communication.
- Frequent periods of concentrated or focused attention will be needed to interpret visual, auditory, and sensory inputs.
- Shift work may be required.
- Alertness and careful attention to detail will be required to avoid injury.
- May be exposed to such occupational hazards as communicable diseases, radiation, chemotherapeutic agents, and disoriented or combative patients.

May be required to be on standby and work extended shifts in situations deemed necessary by a designated Executive Director and/or Nursing Director.

Communication and Accountability

- Utilizes effective time management skills.
- Participates in unit/department problem solving and improvement of systems.
- Adheres to Standard Precautions as appropriate
 - The use of protective barriers as appropriate;
 - Handling and disposing of infectious waste appropriately.
- Hand hygiene as appropriate

Inter-relationships

- Maintains good working relationships with other departments and with physicians, Patients, families and outside agencies.
- Communicates during the shift with the Nurse Supervisor and/or Manager and/or Director of Nursing
- Demonstrates the ability to delegate tasks and responsibilities
- Participates in ongoing consultation and collaboration with physicians and other care providers to maximize patient outcomes and unit specific goals.
- Participates in unit-based and interdepartmental QI activities.
- Demonstrates willingness to assist co-workers whenever needed providing resources and education to advance the practice of Skin Integrity and Wound care within the hospital and community.
- Participates at a committee level for Quality programs

Other Duties and Responsibilities

- Maintains professional appearance and dress code.
- Complies with guidelines for absence or tardiness
- Attends unit staff meetings when possible, reads email and other postings.
- Attends all required in-services.
- All employees are expected to remain flexible to meet the needs of the hospital, which may include floating to other departments to assist as the patient needs fluctuate
- Wears Identification badge when working.

Beacon Hospital

Person Specification

Qualifications	<ul style="list-style-type: none">• Be State Registered and on the live Register of An Bord Altranais
Experience (Amount and Type)	<ol style="list-style-type: none">1. Minimum of 3 years post registration experience in an acute hospital setting, 2 of which must be in wound care/tissue viability specialty.2. Have completed a degree or postgraduate nursing course (Wound care/Tissue Viability)3. A management course is desirable, not essential4. Have proven clinical and professional managerial ability and communication skills, liaise with Consultants, GP's and team members.5. Participate in the orientation and education of new and

	<p>incumbent staff members through in-services, to ensure correct wound care and dressings</p>
<p>Job Specific Competencies and Knowledge</p>	<ul style="list-style-type: none"> • Ability to teach and share knowledge with a multidisciplinary team involved in Skin Integrity and Wound Care, including wound staging and documentation. • Actively strive to develop multidisciplinary communication, collaboration and team work across the relevant departments and within the healthcare environment with regard to Skin Integrity, wound staging, Nutritional care, dressings care and documentation. • Both Direct and indirect nursing care for patients in the Skin Integrity/Wound Care environment and in relevant healthcare settings. • Provide a high level of professional and clinical education evidence based practice and ensure the department/service strives to attain and maintain high standards. • Develop and participate in quality improvement programmes in the areas of Skin Integrity and wound care. • Ensure the principles and practices of Risk Management are adhered to in Wound Care environment . • Provide access equipment necessary for the delivery of care to the patients – • Organize with external vendor and Insurance companies equipment need by the patient. • Work with the Discharge Planner as necessary to facilitate patient needs when leaving the hospital • Maintain a safe environment for staff and patients; • Develop and implement Policies and Procedures that support Skin Integrity and Wound care. • Ensure systems are in place to deal with any emergency within the Wound Care • Maintain and ensure that accurate records and statistics are kept and communicate information and related matters to senior nurse managers. • Participate in Service planning with effective and efficient management of all resources and participate in the implementation and evaluation of service plans with the multidisciplinary team. • Ensure the requirements of An Bord Altranais for the practice of professional nursing are met and upheld. • Organize and deliver formal and informal education sessions with all nursing staff. • Provide a quality learning environment for the nursing staff in the Hospital related to Skin Integrity, Wound Care and
<p>Job Specific Competencies and Knowledge</p>	

<p>Personal competencies</p>	<p>dressing management.</p> <ul style="list-style-type: none"> • Ensure proficiency through training and return demonstration for validation. • Participate in research, audit and evaluation and present findings to the relevant personnel. Encourage and support staff to participate in same. <ul style="list-style-type: none"> • Maintain professional education and training to ensure the provision of quality care to patients and other users of the healthcare facilities. • Seek out educational programmes which will enhance and develop professional and clinical expertise. • Identify own professional development needs in liaison with the ADON Surgical Services and Director of Nursing. • Have a commitment to professional organizations relating to Skin Integrity and Wound Care Management nursing fields, in order to maintain up-to-date with new developments both nationally and Internationally. • Carry out any other appropriate duties as designed by the ADON Surgical Services and/ or Director of Nursing. • Hours of duty are 37.5 hour per week.
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This job description is intended to be an outline of the areas of responsibility and deliverables at the time of its writing. As the hospital and the post holder develop, this job description may be subject to review in light of the changing needs of the Hospital.

Job Description received by employee:

Signature

Date