



POSITION DESCRIPTION Wound Care/Ostomy- RN

POSITION SUMMARY:

Responsible and accountable for prescribing, delegating and coordinating the nursing care provided to a select group of patients for wound and ostomy care within the context of the organizations and nursing services.

POSITION DESCRIPTION – Wound Care/Ostomy RN

STANDARD

Environment of Care: Demonstrates knowledge and practice of:

1. **Safety** - Department specific and hospital wide safety risks
2. **Security** – Processes for minimizing security risks
3. **Haz Mat/Waste** - Procedures for spills/MSDS
4. **Emergency Preparedness** – Role in emergency codes
5. **Fire Safety** – Role/response in Code Red actual/drill
6. **Med Equipment** – Safe operation of equipment (see specific list) user error education
7. **Utility Systems** – Emergency procedures for utility failures

Infection Control: Demonstrates knowledge and practice of:

8. Department specific policies and procedures
9. Hospital-wide policies and procedures
10. Location/use of personal protective equipment
11. CDC Hand Washing Guidelines

Performance Improvement: Demonstrates knowledge of:

12. Hospital-wide approach to Performance Improvement
13. How department is involved in hospital-wide PI program

Patient Rights: Demonstrates knowledge and practice of:

14. Patient Rights and Responsibilities
15. Confidentiality Policy – HIPAA
16. Ethical Issue Resolution
17. Organizational Ethics Policy
18. Restraint Policy & procedure, alternatives to restraints

Risk Management: Demonstrates knowledge and practice of:

19. Occurrence Reporting
20. Identify and report a sentinel event
21. Sexual Abuse/Allegation Reporting
22. Root Cause Analysis/FEMA

Certifications

- | | |
|--------------------------------|-----------|
| 23. BLS card | Exp date: |
| 24. Wound/Ostomy Certification | Exp date: |

Patient Safety

25. Non-punitive medical/healthcare reporting
26. National patient safety goals
 - Accuracy of patient identification using patient's name and birth date
27. Fall prevention measures
28. Verbal orders repeated and verified

STANDARD

29. Medication safety

- Look alike, sound alike medications
- Dangerous abbreviations list

30. Sentinel events alert

- Infection control
- Infant abduction
- Preventing needle sticks and sharps injuries
- Restraints
- Bed entrapment deaths

Department Core Competencies

31. Demonstrate skills of accurate assessment, reassessment and development of plan of care

32. Demonstrate appropriate assessment, patient/family teaching and management of pain beginning at the admission with reassessment and follow-up concluding with discharge planning needs

33. Demonstrate knowledge of the specific conditions disease and treatment therapies for the specific patient population

34. Demonstrate knowledge of the specific conditions disease and treatment therapies for the specific patient population on the unit.

35. Implement the plan of care in a safe accurate, appropriate manner

36. Evaluate patient response to plan of care prioritize and implement the appropriate changes to care

37. Identify and document patient/family/significant others educational needs and implement ongoing education relevant to those needs

38. Assess, collaborate and coordinate discharge planning needs and readiness for discharge with other members of the health care team

39. Communicate in an accurate, timely manner significant changes in patient status and responses to treatment

40. Risk assessment including recommendation for:

- Support surfaces
- Positioning techniques and schedules
- Nutritional care
- Hydration
- Hygiene

41. Appropriate stages of pressure sores:

- Stage I
- Stage II
- Stage III
- Stage IV

42. Assess leg ulcers, note typical appearances of:

- Venous
- Arterial

43. Utilizes principles of aseptic technique when performing wound care

44. Dressing application

- Wet to dry
- Transparent
- Hydrocolloid
- Gels
- Debriding agents
- Exudates absorbers
- Foams
- Packing

45. Applies wraps

- Figure eight
- Spiral

46. Unnas boot

47. Compression boots

STANDARD

48. Recognizes and appropriately documents:

- Eschar
- Slough
- Incorporated collagen
- Tunneling
- Inflammation
- Signs and symptoms of infection
- Drainage
- Tendon

49. Obtains C&S

50. Measures wound:

- Superficial
- Cratered
- Undermined

51. Obtains photographs

52. Ostomy care

- Pouch application
- One piece system
- Two piece system
- Round stoma
- Irregularly shaped stoma
- Flush retracted stoma
- Transverse loop colostomy

53. Accessories

- Paste
- Skin prep
- Eakin rings

54. Patient education to include:

- Emptying and cleaning of pouch
- Time frame for emptying pouch
- Attaching tail closure
- Skin care
- Dietary measure to decrease odor and gas/avoid blockage/prevent diarrhea/prevent constipation
- Hydration concerns
- Social activities
- Physical limitations
- Sexual concerns
- Support groups

55. Selects supplies that are:

- Appropriate to ostomy type
- Well fitted
- Addresses reimbursement issues

56. Recognizes and identifies problems:

- Necrosis
- Prolapse
- Retraction
- Monilia
- Skin stripping
- Allergic reaction
- Excoriation

Age Specific Competencies**Knowledge**

57. Demonstrate knowledge of growth and development of adult and geriatric patients

58. Criteria to identify victims of abuse and neglect

Skills

59. Performs age specific nursing assessments for the wound/ostomy patient

60. Demonstrates ability to provide age specific teaching

61. Demonstrate age appropriate communication skills

62. Demonstrates ability to assess age specific safety issues for wound/ostomy patient

STANDARD

Age Specific Competencies

63. Interprets patient data and reacts to changes in the patient's condition
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64. Assists with discharge planning for all patients focusing on the special discharge and aftercare needs
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Service Standards

65. Is proactive. Anticipates and responds to patient/physician/family members/coworkers needs. Demonstrates an energetic and positive approach to work. Is sensitive to customer's physical, social and cultural needs.
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66. Demonstrates accountability and commitment to coworkers. Is a dependable member of the team and addresses issues in a timely manner.
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67. Demonstrates sense of ownership. Pays attention to details of job, ensures all mandatory obligations are met.

68. Gives all customers their full attention and treats them with dignity, respect and understanding.

69. Presents a clean, professional, well groomed image. Wears name badge, adheres to uniform policy.
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70. Safeguards patient confidentiality in all forms of communication.

71. Works effectively with others toward achieving common goals including morale and teamwork.
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72. Interacts compassionately and in a timely manner with all customers.
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Equipment – Demonstrate Safe and Effective Use

73. Wound vac

74. Thermometer

75. Copier

76. Computer/printer

77. Fax machine

POSITION (MINIMUM) REQUIREMENT CHECKLIST

Position Title: Wound Care/Ostomy RN

Department: Patient Care Services

EDUCATION

- Less than high school
- High school or GED
- Vocational/Technical
- Degree – RN
- 4 year/Bachelor's Degree
- Post Graduate Degree
- License/Certification – current RN license in state of practice
- Knowledge of state, federal, JCAHO regulations
- Knowledge of wound/ostomy care
- Medical terminology
- Other: WOCN certification preferred

EXPERIENCE

- Two years CCU experience
- One year Cath Lab experience
- One year RCIS and CVT
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SKILLS

- Organizational
- Verbal/Follow verbal instructions
- Interpersonal
- Customer Relations
- Mathematical
- Analytical
- Grammar/Spelling
- Read/Comprehend/Follow written instructions
- Transcription
- BLS
- ACLS
- Computer
- Management/Planning Skills

PRE-PLACEMENT TESTING

- Minimum score of on Clerical test
- Minimum typing of wpm
- Minimum score of 84 on PCT test
- Minimum score of 84 on WS test
- Minimum score of 84 on MT test
- Minimum score of 100 on Filing test
- Minimum score of 84 on Nursing medication test

AGE OF PATIENTS SERVED (For Nursing/Patient Care Positions)

- Neonate/Infant (birth - 1 yr)
- Child/Ped. (1 - 12 yrs)
- Adolescence (13 - 18 yrs)
- Adult (19 - 65 yrs)
- Geriatric (66 + yrs)

MENTAL AND EMOTIONAL REQUIREMENTS

- Manage stress appropriately
- Make decisions under pressure
- Manage anger/fear/hostility/violence of others appropriately
- Handle multiple priorities
- Work alone
- Work in areas that are confined and/or crowded
- Concentration to detail
- Memory for detail

HAZARDS

- Exposure to toxic/caustic/chemicals/detergents
- Exposure to extreme conditions, Hot/cold
- Exposure to dust/fumes/gases
- Exposure to moving mechanical parts
- Exposure to potential Electrical shock
- Exposure to x-ray/electromagnetic energy
- Exposure to high pitched noises
- Exposure to communicable diseases
- Exposure to blood and/or body fluids
- Exposure to excessive sunlight, or work outdoors
- Unprotected heights
- CRT (computer) monitor
- Operating heavy equipment
- OTHER:

PHYSICAL REQUIREMENTS (See definitions on next page)

- Sedentary work
- Light work
- Medium work
- Heavy work
- Very heavy work

The minimum requirements of this position require the individual to:

- Stand for 4 hour(s) per day
- Sit for 2 hour(s) per day
- Walk for 2 hour(s) per day
- Perform repetitive tasks/motions
- Distinguish colors
- Hear alarms/telephone/tape recorder/normal speaking voice
- Have good manual dexterity
- Have good eye-hand-foot coordination
- Have clarity of vision
- Have good writing ability

Evaluate the requirements and activity percentage in time for this position based on the following:

- 1 - Not at all (0%)**
- 2 - Occasionally (1 - 33%)**
- 3 - Frequently (34 - 66%)**
- 4 - Continuously (67 - 100%)**

- 2 Climbing
- 3 Bending
- 3 Crouching
- 3 Squatting
- 2 Crawling
- 3 Kneeling
- 4 Balancing
- 2 Pulling with force
- 2 Reaching above head
- 3 Reaching above shoulder
- 3 Twisting at waist
- 4 Push/pull (up to 75 lbs.)
- 3 Lift/carry (up to 75 lbs.)
- 2 Lift from floor level up
- 3 Lift from waist level up
- 2 Lift above shoulders/head

POSITION (MINIMUM) REQUIREMENT CHECKLIST

LIST PERSONAL PROTECTIVE EQUIPMENT REQUIRED:

1. Goggles
2. Gloves
3. TB mask
4. Gown
5. Booties
6. Mask

LIST OTHER MINIMUM REQUIREMENTS:

OCCUPATIONAL EXPOSURE TO BLOODBORNE PATHOGENS

- A - Routine exposure
- B - Occasional exposure
- C - No exposure

OCCUPATIONAL EXPOSURE TO TB

- 1 - Routine exposure
- 2 - Potential exposure
- 3 - No exposure

COMPRESSED GAS USAGE

- Yes
- No

DEFINITIONS:

SEDENTARY WORK:	Prolonged periods of sitting and exert up to 10 lbs. force occasionally.
LIGHT WORK:	Exert up to 20 lbs. force occasionally, and/or up to 10 lbs. frequently.
MEDIUM WORK:	Exert up to 50 lbs. force occasionally, and/or up to 20 lbs. frequently, and/or up to 10 lbs. constantly.
HEAVY WORK:	Exert up to 100 lbs. force occasionally, and/or 50 lbs. frequently, and/or 20 lbs. constantly.
VERY HEAVY WORK:	Exert over 100 lbs. force occasionally, and/or over 50 lbs. frequently, and/or over 20 lbs. constantly.

I have reviewed these job requirements and verify that I am able to perform the minimum requirements and essential functions of this position.

Employee Signature

Date