

UW HEALTH JOB DESCRIPTION

Lactation Consultant - Ambulatory

Job Code: 800037

FLSA Status: Nonexempt

Mgt. Approval: Rudy Jackson Date: July 2022

HR Approval: Jenny Derks Date: July 2022

JOB SUMMARY

Under the direction of the Physician and/or Clinic Operations Manager, the Registered Nurse provides professional nursing services to patients in a clinical setting. Responsibilities include, but are not limited to telephone triage, performing patient education, and care management, assessing patient's physical and psychological needs, administering medications, assisting physicians with procedures, supervising and directing the actions of unlicensed staff, and responding to medical emergencies.

MAJOR RESPONSIBILITIES

Organizational Based Responsibilities:

1. Adhere to general organizational, department, and clinical policies.
2. Adhere to patient confidentiality and HIPPA requirements.
3. Maintain CPR certification.
4. Attend mandatory training sessions and staff meetings as assigned.
5. Participate in continuing education to maintain certification where applicable.
6. Respond to medical emergencies.
7. Conform to infection control policies, utilize aseptic technique, and follow standard precautions.
8. Maintain and promote patient safety by assessing physical and psychological needs.
9. Standard competency checklist completed within one month of start date.
10. Core competency checklist completed within three months of start date.
11. Specialized competency training per approved checklist.

Skill Based Responsibilities:

12. Practice established standards of nursing as prescribed by the physician and in accordance with approved policies, procedures and protocols.
13. Perform comprehensive plan of care of the patient, utilizing the nursing process: assessment of symptoms, planning appropriate patient centered goals, intervening with appropriate nursing action, and the evaluation of patient outcomes.
14. Administer prescribed medication via appropriate routes.
15. Administer prescribed medical by IV route, and monitor IV therapy.
16. Call medications into the pharmacy and document in the medical record.
17. Knowledge of medication interactions, side effects and appropriate patient education.
18. Perform selected tests (per direction or protocol) to aid in diagnosis or treatment.
19. Actively participate as part of the care team to establish best practices, efficient workflows and the highest quality of care for our patients.
20. Evaluate patient's progress toward goal achievement.
21. Coordinate pre-planned visits, planned visits, and post visit follow up for patient's as directed by the supervising physician.
22. Perform evidence-based patient teaching/education for lactation.
23. Assist providers with exams, treatments, and minor procedures.
24. Delegate tasks, commensurate with educational preparation and demonstrate abilities of the person supervised.
25. Provide direction and assistance, observes and monitors, and evaluate the effectiveness of unlicensed assistive personnel, and those acts performed under supervision, as appropriate.
26. Complete electronic medical record forms accurately.
27. Prepare for patient encounters by ensuring all pertinent information is available.
28. Review provider schedules and assist with changes as needed.
29. Assist (as needed) with scheduling appointments, using the standardized scheduling and registration process.
30. Provide direction and assistance to office nurses who are trained to provide lactation support to patients, in order to help co-manage patients who have breastfeeding problems.
31. See breastfeeding patients for nurse's visits.
32. Develop and maintain curriculum materials, as well as teach breastfeeding medicine to office nurses, MAs, NPs, PA, health professional students, and physicians.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

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JOB REQUIREMENTS

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| Education | Minimum | Graduate of an accredited school of nursing |
| | Preferred | |
| Work Experience | Minimum | Six (6) RN experience in parent/breastfeeding education required |
| | Preferred | |
| Licenses & Certifications | Minimum | Maintain state RN licensure in state where employed Maintain CPR certification Certification as a lactation consultant thru the International Board of Lactation Consultant Examiners, required |
| | Preferred | |
| Required Skills, Knowledge, and Abilities | | <ul style="list-style-type: none"> • Demonstrate high degree of professionalism and service excellence • Excellent verbal and written communication skills • Ability to make knowledgeable clinical assessments and judgments • Ability to educate patients • Ability to provide counseling and emotional support with compassion and respect for the individual • Ability to work as a member of the care team • Ability to maintain confidentiality of medical records • Ability to prioritize tasks • Knowledge of infection control • Basic computer skills • Maintain proficiency in UW Healthlink |

AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

| | | | |
|--|-----------------------------|-------------------------------------|------------------------------|
| | Infants (Birth – 11 months) | <input checked="" type="checkbox"/> | Adolescent (13 – 19 years) |
| | Toddlers (1 – 3 years) | <input checked="" type="checkbox"/> | Young Adult (20 – 40 years) |
| | Preschool (4 – 5 years) | <input checked="" type="checkbox"/> | Middle Adult (41 – 65 years) |
| | School Age (6 – 12 years) | <input checked="" type="checkbox"/> | Older Adult (Over 65 years) |

JOB FUNCTION

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

PHYSICAL REQUIREMENTS

Indicate the appropriate physical requirements of this job in the course of a shift. *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

| Physical Demand Level | | Occasional Up to 33% of the time | Frequent 34%-66% of the time | Constant 67%-100% of the time |
|-----------------------|--|-------------------------------------|---|---|
| | Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met. | Up to 10# | Negligible | Negligible |
| | Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree. | Up to 20# | Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls | Negligible or constant push/pull of items of negligible weight |
| | Medium: Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds. | 20-50# | 10-25# | Negligible-10# |
| X | Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds. | 50-100# | 25-50# | 10-20# |
| | Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds. | Over 100# | Over 50# | Over 20# |

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| <p>List any other physical requirements or bona fide occupational qualifications:</p> | <p>Physical Activity: Involves standing, sitting, walking (or transporting), stooping, kneeling, crouching, reaching, carrying, lifting, pushing, fingering, grasping, feeling, rapid working speed, talking hearing-conversation level, seeing-corrected vision for near and far sight, color vision, and depth perception.</p> <p>Work/Environmental: Exposure to blood borne pathogens, airborne and contact diseases, bio-hazardous waste, and chemicals.</p> <p>Personal/Physiological: Works and interacts with people, makes judgments in emergency situations, different duties with frequent changes in volume, and internal and external communications</p> |
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