

UW HEALTH JOB DESCRIPTION

STAFF CHAPLAIN

Job Code: 540037	FLSA Status: Exempt	Mgt. Approval: A. Karlson	Date: March 2022
Department: Spiritual Care		HR Approval: K. Fleming	Date: March 2022

JOB SUMMARY

The UW Health Staff Chaplain offers spiritual care services to patients and families using theological and clinical training to help patients and families cope more effectively. The Staff Chaplain creates an assessment of the patient's spiritual practices/values and accommodates and integrates these values into the patient's medical plan of care. The Staff Chaplain communicates the patient's spiritual needs to the patient's interdisciplinary health care team as appropriate. The Staff Chaplain supports the patient/family as they integrate implications of the suggested medical treatment plan in the framework of their spiritual beliefs and as they work through difficult issues/challenges that may arise during hospitalization. The Staff Chaplain also consults with and provides guidance to other Chaplains to appropriately support the interdisciplinary health care team.

Staff Chaplains provide regular, full-time support within UW Health and are responsible for providing patient/family-centered care at University Hospital, the American Family Children's Hospital (AFCH) and/or East Madison Hospital (EMH) sites.

MAJOR RESPONSIBILITIES

Chaplain Care: The Staff Chaplain addresses patient and family distress. The Staff Chaplain assists patients and their families in times of crisis, bereavement, and when facing important end of life questions and decisions. The Staff Chaplain explores with their patients and families the implications of their structures of belief and meaning in illness and crisis situations, always centering the value of respect for the goals, desires, and choices of each person. Following an established spiritual care assessment tool, the staff chaplain will craft and implement a plan of care to provide encouragement and support during illness, empowering patients to embrace their spiritual/religious strengths and inner resources for healing. Based on this plan of care, the Staff Chaplain will provide consultation and guidance to Associate Chaplains.

Provision of Plan of Care: The Staff Chaplain sees patients who are formally consulted, who are thrust into potentially life-ending or -limiting medical situations (Code Blue, ED Trauma I, etc.), who may be referred as a part of the interdisciplinary team, at the patient's/family's request, or as follow-up at their discretion. The Staff Chaplain gathers and evaluates relevant data pertinent to the patient's situation and/or bio-psycho-social-spiritual/religious health. Collaboration and consultation with fellow Chaplains are fundamental aspects of the Staff Chaplain's duties as the Spiritual Care team collaborates in the provision of the patient's plan of care.

Documentation: The Staff Chaplain documents information in the electronic health record that is relevant to the patient's medical, psycho-social, and spiritual/religious goals. The documentation recognizes regulatory guidelines regarding confidentiality while providing the interdisciplinary team with information about relevant spiritual needs/concerns as well as emotional and relational dynamics that impact the patient's care and disposition.

Teamwork and Collaboration: The Staff Chaplain provides guidance and consultation to Spiritual Care Department colleagues that cover areas of the hospital for which the Staff Chaplain is responsible. The Staff Chaplain communicates with the interdisciplinary health care team and obtains pertinent information regarding the patient's condition, family dynamics, and the health care teams' understanding of the need for spiritual care. As a part of the interdisciplinary team, the Staff Chaplain is alert for referral opportunities, demonstrates knowledge of the services represented on the team, and educates the team to spiritual care issues. The Staff Chaplain supports the team members in their work with and advocates for the spiritual and emotional needs of their patients and families.

Ethical Practice and Confidentiality: The Staff Chaplain models clear boundaries for sexual, spiritual/religious, financial, and cultural issues. They chart what is appropriate for the care being provided.

Respect for Diversity: The Staff Chaplain models and collaborates with the organization and interdisciplinary teams in respecting and providing culturally competent patient-centered care.

Care for the Organization: Patient and family care is the primary focus of spiritual care services. The Staff Chaplain provides services to the organization consistent with the organization's values, mission, and vision. The Staff Chaplain serves as a model and an expert, engaging in activities that improve operational performance and participating in

UW HEALTH JOB DESCRIPTION

committee work as assigned by the supervisor. The Staff Chaplain is expected to develop expert-level competencies that they can draw upon to provide education and development opportunities to their colleagues on the interdisciplinary Team. The Staff Chaplain also provides support to staff through supportive listening, conversation, and assisting with formal debriefings as appropriate. Staff Chaplains support their colleagues and are available for debrief during handoff. They are aware of resources that support employees such as the Employee Assistance program and other UW Health programming.

Knowledge and Continuing Education: The Staff Chaplain attends team meetings as established. The Staff Chaplain incorporates new learning into practice, demonstrating continual growth and development. They develop knowledge of assigned areas and work within the scope of practice for those areas, developing skill sets and practice standards to meet the needs of the patients/families and health care team for their areas.

Other Expectations:

- The Staff Chaplain promotes and assists with Advance Medical Directives processes.
- Covers on-call activities as needed and directed.
- Participation on UW Health committees as appointed.
- Other duties as assigned

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

JOB REQUIREMENTS

Education	Minimum	<ul style="list-style-type: none"> • Master of Divinity degree or Master's level theological degree from a school accredited by a member of the Council for Higher Education Accreditation (CHEA) • Four units of Clinical Pastoral Education (CPE) in a hospital setting
	Preferred	Completion of a 1-year CPE Residency Program in a hospital setting
Work Experience	Minimum	One (1) year hospital work experience post-CPE or two (2) years of other relevant spiritual or ministry experience
	Preferred	Two (2) years of work experience post-CPE in a Level 1 Trauma Center and/or children's hospital
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> • Eligible for Board Certification by a recognized national body (APC, NAJC, etc.) within 2 years of start date • Board Certified Chaplain in good standing with a recognized national body (APC, NAJC, etc.) within 3 years of start date
	Preferred	<ul style="list-style-type: none"> • Board Certified Chaplain in good standing with a recognized national body (APC, NAJC, etc.)
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> • Demonstrated spiritual care experience in a health care setting • Ability to listen with an attentive and demonstrated non-judgmental presence • Broad interfaith theological knowledge base and familiarity with the diversity of religious experience across cultures • Ability to work within the scope of a large, complex Level 1 Trauma Center and working with children and adults • Willingness and ability to work within an interdisciplinary team • Ability to understand complex medical situations and the role of the professional chaplain as a part of the health care team • Life-long learner, open to discussion and constructive feedback • Ability to incorporate new methods and ideas into practice • Willing to and seeks guidance and direction as needed

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,

<input checked="" type="checkbox"/>	Infants (Birth – 11 months)	<input checked="" type="checkbox"/>	Adolescent (13 – 19 years)
-------------------------------------	-----------------------------	-------------------------------------	----------------------------

UW HEALTH JOB DESCRIPTION

x	Toddlers (1 – 3 years)	x	Young Adult (20 – 40 years)
x	Preschool (4 – 5 years)	x	Middle Adult (41 – 65 years)
x	School Age (6 – 12 years)	x	Older Adult (Over 65 years)
JOB FUNCTIONS			
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. <i>Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.</i>			
Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
	Up to 10#	Negligible	Negligible
	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.		
x	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
	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#
	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#
	Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#
	Other - list any other physical requirements or bona fide occupational qualifications not indicated above:		

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.