

## UW HEALTH JOB DESCRIPTION

### CHILD LIFE THERAPIST ASSISTANT

Job Code: 540008	FLSA Status: Non-Exempt	Mgt. Approval: J Auenson	Date: 10.2020
Department: Child Life Department		HR Approval: A Phelps Revolinski	Date: 10.2020

#### JOB SUMMARY

The Child Life Therapist Assistant (CLA) is responsible for performing both direct and indirect patient care duties in support of the scope of service for the Child Life Department in a competent manner under the direction of a Certified Child Life Specialist (CCLS) and Child Life Manager. This position will assist the CCLS with inpatient planning, implementation, and evaluation of activities and interactions for the playroom and at bedside. Positions at this level independently administer therapeutic activities developed by professional staff. Work is performed under general supervision of a Child Life Specialist or higher-level health care professional. The CLA supports the developmental, emotional and psychosocial needs of pediatric patients, ages 0-18 years, through age appropriate activities. The CLA is also responsible for promoting a family centered care environment in the healthcare setting, observing responses of children and families, reporting observations to the Child Life Specialist.

The CLA assists in providing opportunities for children to gain a sense of mastery through play and learning experiences, encouraging family and peer interactions. The CLA formally provides input into policies associated with this position purpose and essential responsibilities. The CLA Promotes a family-centered care philosophy and incorporates this philosophy into daily programming.

The CLA makes routine decisions including selecting age appropriate toys/activities, assessing level of volunteer supervision needed, and managing and or redirecting patient behaviors in assigned activity areas. The CLA is formally responsible for supervising volunteers and overseeing the activity centers during playroom hours.

#### MAJOR RESPONSIBILITIES

The incumbent performs the following job responsibilities:

1. Plans, conducts and evaluates spontaneous and formal activities for the playroom and at bedside to support developmental age appropriate activities.
2. Provides one on one interaction with the patients in collaboration with the Child Life Specialist.
3. Delivers developmentally age appropriate activities to engage patients during play and interactions and shares significant information with Child Life Specialists and other healthcare professionals when appropriate both in the chart and verbally.
4. Supports Child Life Specialists in attaining goals and objectives for individual children and families contacting Child Life Specialists to handle situations beyond their training.
5. Increases parents' awareness of the psychosocial needs of hospitalized children by providing information about Child Life Services
6. Responsible for and maintaining a clean and safe playroom, including toys, books and other supplies and materials
7. Gives verbal direction and feedback to volunteers assigned to child life.
8. Assists with setting up and organizing activity areas, following infection control and safety procedures and policies. Ensures safe care to patients, adhering to policies, procedures, and standards within budgetary specifications, including time management, supply management, productivity and accuracy of practice.
9. Assists with special events, visitors and groups.
10. Seeks the involvement of families in their child's play by encouraging caregiver involvement in patient daily activities, extending invitations to activity rooms.
11. Uses resources to accommodate cultural needs.
12. Assist with the orientation of patients and families to the Children's Hospital and to Child Life Services.
13. Plans monthly calendar of activities with child life team members.
14. Maintains the concept of the activity areas as "safe", welcoming, and supportive places by ensuring that medical procedures/examinations occur outside of the activity area and by encouraging self-expression and interaction between patients and families as evidenced by supervisory observations.
15. Assesses inventory of supplies, restocks, and orders supplies as needed and evidenced by appropriate supply level.
16. Provides ongoing supervision in activity rooms. Supports volunteer involvement by providing assistance in building relationships with patients and encouraging participation in planned activities.
17. Documents in the electronic record regarding patient participation in: developmental play at bedside/playroom and special events.
18. Assists with donation inquiries, pick-up, organization, and storage

Job descriptions represent a general outline of job duties, functions, and qualifications. They are not intended to be comprehensive in nature and other duties may be assigned as appropriate.

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

## UW HEALTH JOB DESCRIPTION

<b>JOB REQUIREMENTS</b>			
Education	Minimum	High school Diploma or equivalent	
	Preferred	One (1) year college coursework related to this field or associate degree from a community college.	
Work Experience	Minimum	Two (2) years of previous experience working with children in the healthcare setting or children in individual and group settings.	
	Preferred		
Licenses & Certifications	Minimum	CPR certification or attain certification within 3 months of hire.	
	Preferred		
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> <li>Demonstrates commitment to family centered care philosophy and the mission and vision of UWHC and AFCH in all interactions and in performing all job duties. Performs duties in a manner to promote quality patient care and customer service, while promoting safety and cost effectiveness.</li> <li>Requires background knowledge in child growth and development.</li> <li>Must be able to demonstrate knowledge and skills necessary to provide care appropriate to the patient served. Must demonstrate knowledge of the principles of growth and development as it relates to the different life cycles.</li> <li>Interpersonal skills necessary in order to communicate with patients, families, and staff.</li> </ul>	
<b>AGE SPECIFIC COMPETENCY (Clinical jobs only)</b>			
Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.			
<b>Instructions:</b> 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)
<input checked="" type="checkbox"/>	Toddlers (1 – 3 years)		Young Adult (20 – 40 years)
<input checked="" type="checkbox"/>	Preschool (4 – 5 years)		Middle Adult (41 – 65 years)
<input checked="" type="checkbox"/>	School Age (6 – 12 years)		Older Adult (Over 65 years)
<b>JOB FUNCTION</b>			
Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.			
<b>PHYSICAL REQUIREMENTS</b>			
<b>Indicate the appropriate physical requirements of this job in the course of a shift.</b> <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
<b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as dockets, 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.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<input checked="" type="checkbox"/> <b>Light:</b> 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.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
List any other physical requirements or bona fide occupational qualifications:			

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