

## UW HEALTH JOB DESCRIPTION

### Respiratory Therapy Education Specialist

<b>Job Code: 520005</b>	<b>FLSA Status: Nonexempt</b>	<b>Mgt. Approval: K. Ostrander</b>	<b>Date: January 2024</b>
<b>Department: 3032420 Respiratory Therapy</b>		<b>HR Approval: K. Fleming</b>	<b>Date: January 2024</b>

### JOB SUMMARY

The Respiratory Therapy Education Specialist collaborates with management and staff to plan, develop, and implement educational programming for employees within the Respiratory Therapy Department. The incumbent acts as a key resource in the orientation and continuing education of Respiratory Therapy staff.

The Education Specialist is a clinical expert and is expected to maintain skills and competencies to provide direct patient care. In addition, the Education Specialist assists with clinical policy review, delegation protocol development, and Joint Commission readiness. The Education Specialist applies innovative teaching strategies and methodologies to provide for cost-effective and well-executed clinical education program for the Respiratory Therapy Department.

### MAJOR RESPONSIBILITIES

#### Clinical Practice and Leadership

- Demonstrates clinical knowledge by acting as a clinical resource to staff and consultant to other departments.
- Participates in the development, implementation, evaluation, and revision of delegation protocols, policies, procedures, and care guidelines.
- Provides consultation to other health care organizations and regulatory agencies.
- Maintains an active liaison with the medical staff in setting direction and defining services.

#### Education/Outreach

- Manages and oversees both formal and informal education processes and programs.
- Identifies and establishes clinical learning opportunities for students, staff, and professionals in the various health care disciplines.
- Oversees the education and orientation processes for Respiratory Therapy employees.
- Determines the type of educational activities required for all new procedures or equipment purchased.
- Coordinates the evaluation of equipment for the department.
- Supports the UW Health outreach mission through consultation and/or participation in health promotion, health education, and specialty requests from community agencies.
- Develops, implements, and evaluates comprehensive patient education programs that assure quality and appropriateness of care across settings.
- Suggests curriculum revisions that reflect changes in current respiratory care practice.
- Coordinates departmental N95 fitting.

#### Professional Development/Effectiveness

- Maintains knowledge of current trends and practices in respiratory care through resources such as literature review, professional journals, and professional networking.
- Encourages professionalism amongst the team members and encourages others to take leadership type responsibilities on projects as appropriate.

Other duties as assigned

**All duties and requirements must be performed consistent with the UW Health Performance Standards.**

### JOB REQUIREMENTS

Education	Minimum	Graduate of a Commission of Accreditation for Respiratory Care (CoARC) accredited school for Respiratory Care
	Preferred	Bachelor of Science in Respiratory Therapy or Education
Work Experience	Minimum	Three (3) years of relevant health care experience
	Preferred	<ul style="list-style-type: none"> <li>• Experience providing respiratory therapy to Neonatal, Pediatric, Adolescent, Adult, and Geriatric patients</li> <li>• Experience in an academic medical center</li> </ul>
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> <li>• Licensed as a Respiratory Care Practitioner (RCP) in the state of Wisconsin</li> <li>• Registered Respiratory Therapist (RRT) Credentialed by the National Board for Respiratory Care (NBRC)</li> <li>• BLS/CPR Certification</li> </ul>
	Preferred	<ul style="list-style-type: none"> <li>• Adult Critical Care Specialty (ACCS) Certification</li> <li>• Neonatal/Pediatric Specialty (NPS) Certification NRP</li> </ul>

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		<ul style="list-style-type: none"> <li>ACLS</li> <li>PALS</li> </ul>	
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> <li>Extensive knowledge of respiratory therapy</li> <li>Knowledge of state, federal, and TJC regulations and standards relating to the principles and practices of respiratory therapy</li> <li>Knowledge of and ability to use various computer programs and applications</li> <li>Effective oral and written communication skills</li> <li>Effective leadership abilities</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,			
	Infants (Birth – 11 months)	Adolescent (13 – 19 years)	
	Toddlers (1 – 3 years)	Young Adult (20 – 40 years)	
	Preschool (4 – 5 years)	Middle Adult (41 – 65 years)	
	School Age (6 – 12 years)	Older Adult (Over 65 years)	
<b>JOB FUNCTIONS</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>			
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>			
<b>Physical Demand Level</b>	<b>Occasional</b> Up to 33% of the time	<b>Frequent</b> 34%-66% of the time	<b>Constant</b> 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 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.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<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>X 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>
<b>Other</b> - 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.