

UW HEALTH JOB DESCRIPTION

Surgical Recovery Specialist – Abdominal or Cardiothoracic

Job Code: 850017	FLSA Status: Exempt	Mgt. Approval: J. Anderson	Date: June 2024
Department: Organ Procurement Organization		HR Approval: M. Grayson	Date: June 2024

JOB SUMMARY

Under the direction of the UW Health Organ and Tissue Donation (UW OTD) Manager of Surgical Recovery and Organ Preservation Services, the Abdominal Surgical Recovery Specialist (AB-SRS) is responsible for the recovery and preservation of all solid abdominal organs (liver, pancreas, kidneys, small intestines and vessels) for transplant, research and education. The Cardiothoracic Surgical Recovery Specialist (CT- SRS) is responsible for the recovery and preservation of the heart and lungs. The SRS must have an advanced degree of knowledge, skill and expertise in surgical services, and able to assist the organ recovery surgeon in the removal of deceased donor organs. The impact of this position upon the UW OTD and transplant programs is primarily seen in the number and quality of organs available for transplantation. Failure of the SRS to carry out the responsibilities of this position can result in the loss of organs and therefore, a decrease in the number of organs available for transplant, which could result in the loss of life for those patients who are waiting for a life saving transplant. The SRS will also work with research organizations by following strict recovery protocols to provide organs and tissue for research that were otherwise not placed for transplant.

Internal and external customer relationships comprise a substantial percentage of this position. The SRS will work collaboratively with a range of professionals including hospital administrators, managers, physicians, physician assistants, nurses and others involved in the donation process. The SRS also collaborates with other organizations such as tissue banks, eye banks, transplant centers, coroners/medical examiners, funeral homes, other OPO's, as well as other organizations necessary in the donation process in relation to the surgical recovery of organs for transplantation.

This position requires the ability to handle multiple events that occur simultaneously, while planning for unforeseen medical/surgical and logistical problems. Each organ donation can present a new set of unusual circumstances that must be dealt with in real-time to ensure a successful organ donation. Innovative problem solving often needs to be accomplished in a rapid and decisive fashion to lessen the potential for major occurrences, which could impact negatively upon the supply of organs for transplantation and relationships with hospitals in our donation service area.

The SRS serves in a consulting capacity to the donor families, donor hospital ICU and OR staff by answering their questions and giving direction and expertise to enable them to facilitate the wishes of the decedent or the patient's family in the organ donation process.

MAJOR RESPONSIBILITIES

Clinical and Non-Clinical Activities for Abdominal Surgical Recovery Specialist

- Surgically assisting the organ recovery physician with the removal of organs for transplant, research, etc. according to UW OTD established protocols and procedures. Train Transplant fellows and faculty in UW OTD and UW Transplant surgical recovery procedure and protocols
- Provides guidance and serves as a resource to the recovery team
- Participates in cross organizational activities to improve organizational performance as appropriate
- Discusses the organ donation process with the donor family in a sensitive and compassionate manner. Provides onsite support to the donor family and donor hospital staff
- Participates in the education of resident physicians and medical students
- On call responsibilities as assigned
- Prepares deceased kidneys for the kidney preservation machine, i.e. cannulation of kidneys, dissection of organ and vessels and biopsy kidneys per protocol
- Assists with packaging and labeling of organs for transplant and research according to UW OTD and UNOS standards
- Assists the manager of surgical recovery services in the development of the operating and capital budget
- Assist the surgical recovery services manager with maintaining UNOS, AOPO, FDA, CMS and HRSA compliance
- Assist the manager of surgical recovery services in team meetings and educational training
- Assists with the development of surgical recovery procedures and protocols related to organ recovery
- Serves on departmental, hospital and medical staff committees
- Attends conferences such as Morbidity and Mortality (M&M) conference
- Assists with providing guidance to organ procurement coordinators and hospital services specialists
- Assist with data collection and data reporting as it relates to the surgical recovery services

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- Assists with policy and procedure development as well as protocol development as it relates to surgical recovery services
- Ensures the moment of silence is conducted prior to the organ recovery procedure. Provides feedback in the form of a surgical recovery summary to the OTD donor family services program

Community and Family Services

- Participates in community events to promote organ donation, i.e. EMS, Lions club, funeral home staff, coroners, etc.
- Participates in special events as requested such as Gift of Life Medal Ceremony, Award of Hope and the Douglas T. Miller Symposium
- Performs educational presentations to community groups
- Assists in providing donor family follow-up.

Hospital Services

- Meet with hospital administrators and medical personnel within our service area to educate and address concerns regarding organ donation and the organ donation process.
- Prepare and present educational presentations regarding organ donation to physicians, nurses, administrators, pastoral care, social workers as well as other stakeholders in the donation process

Professional Development/Effectiveness

- Identifies professional strengths and areas for growth and demonstrates professional development through formal and informational learning experiences.
- Maintains current knowledge of organ procurement and preservation of solid organs by attending clinical conferences and maintaining continuing medical education.
- Maintains knowledge of current trends and practices in organ procurement and transplant surgery.
- Participates in professional organizations in the area of specialization and interests.
- Other duties as assigned.

Additional Leadership Duties

- Ensure surgical recovery specialist (SRS) call coverage for donation cases by completing the monthly call schedule
- Serves as a lead donation liaison with external agencies such as: funeral homes, research organizations and other OPO's.
- Serves as the primary contact with internal and external vendors
- Organizes in-services/training sessions with vendors
- Serve as primary preceptor for new SRS staff
- Works closely with the surgical recovery services manager to ensure the OPO lab meets all regulatory and compliance industry standards, i.e. UNOS, AOPO, FDA, JCAHO
- Assists the surgical recovery services manager with capital and operational budget
- Orders all supplies required for organ recoveries and organ preservation
- Organizes and oversees the OPO lab to ensure constant readiness for organ donation cases
- Sits on OPO and other committees as required
- Participates in quality improvement and quality assurance projects to ensure patient safety

Clinical and Non-Clinical Activities for Cardiothoracic Surgical Recovery Specialist

- Surgical assisting the cardiothoracic surgeon with the removal of heart and lungs for transplant, research, and education according to UW Transplant and UW OTD established protocols and procedures
- Possess a working knowledge of all operating room procedures with respect to surgical attire, infection control, surgical scrubbing, gowning and gloving, surgical prep, aseptic technique and instrumentation.
- Assist O.R. staff in identifying specific needs and equipment required for the surgical recovery of heart and lungs such as flexible bronchoscopy, x-ray, heart cath, echo, perfusion devices, etc. prior to the organ recovery
- Assists with identifying paperwork required such as ABO, consents, declaration of death, serologies, etc. prior to the

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patient entering the O.R.

- Assists with the transfer and positioning of the patients
- Drapes the patient according to surgeon preference and industry standards
- Maintains integrity of the sterile field
- Anticipate the needs of the surgeon and other team members with respect to the requirements of the surgical procedures to maintain efficiency and safety
- Efficient use of the electrocautery and instrumentation during the procedure
- Closure of the incision according to surgeon preference and current standards
- Assists with packaging of the heart and lungs for transplant and research according to UW OTD and UNOS standards
- Provides guidance and serves as a resource to other members of the recovery team
- On call responsibilities as assigned
- Any other duties or procedures deemed necessary and directed by the recovery surgeon
- Communicate with transportation agencies, OPO's and transplant centers
- Works closely with the surgical recovery services manager to ensure the cardiac surgical team meets all regulatory and compliance industry standards, i.e. UNOS, AOPO, FDA, JCAHO
- Accept responsibility for his/her integrity with respect to maintenance and compliance of OPO, DSA hospital policies and procedures
- Other duties as assigned by the Surgical Recovery Manager
- Maintain competencies as required by the position
- Serve as preceptor for new CT-SRS

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

JOB REQUIREMENTS

Education	Minimum	Post-secondary education in the field of surgical technology, surgical assistant, health sciences or applied sciences. Individuals with considerable relevant clinical and surgical experience may be considered.
	Preferred	
Work Experience	Minimum	Five (5) years of relevant clinical and/or surgical experience
	Preferred	AB-SRS - Experience in abdominal organ procurement and/or transplantation CT-SRS – Experience in cardiothoracic organ procurement and/or transplantation. Both – Experience with organ preservation devices
Licenses & Certifications	Minimum	
	Preferred	Licensed in the State of Wisconsin as a Physician Assistant, Nurse Practitioner, Registered Nurse, or Surgical Technologist First Assistant NCCPA certified or NCCPA eligible
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> • Effective communication and customer service skills required. • Strong organizational and prioritization skills. • Ability to work collaboratively with people from various backgrounds. • Strong surgical assistance ability. • Attention to detail; timely and accurate documentation • Proficient with computer programs such as Word, Excel, Outlook, Power Point and Access • Effective verbal, written and presentation skills • Ability to make good judgment and can act decisively at the right time • Effective interpersonal skills • Demonstrates strong leadership skills

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)
<input checked="" type="checkbox"/>	Toddlers (1 – 3 years)	<input checked="" type="checkbox"/>	Young Adult (20 – 40 years)
<input checked="" type="checkbox"/>	Preschool (4 – 5 years)	<input checked="" type="checkbox"/>	Middle Adult (41 – 65 years)
<input checked="" type="checkbox"/>	School Age (6 – 12 years)	<input checked="" type="checkbox"/>	Older Adult (Over 65 years)

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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. *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 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 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
X	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#
	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#
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.