

# JOB DESCRIPTION

## CERTIFIED WOUND OSTOMY CONTINENCE NURSE SPECIALIST II

DEPARTMENT: CLINICAL SERVICES

REPORTS TO: DIRECTOR OF PATIENT CARE SERVICES OR ASSOCIATE DOPCS

### POSITION SUMMARY:

This position provides consultation to clinical staff regarding wound management, urinary continence and ostomy care regarding patients on care with home health and hospice. This person acts as a consultant in a hospital setting in accordance with state licensure requirements, accreditation guidelines, Title 22 regulations, and the organization's policies and procedures.

### ESSENTIAL JOB FUNCTIONS:

- Manages Wound Advisor, verifies that each wound type and protocols are appropriate and current. Initiates revisions to plan of treatment as necessary.
- Using Wound Advisor, a software program that allows photographs of patients' wounds to be uploaded to the e-record, is able to provide consultation to clinicians and physicians regarding wound care.
- Manages Wound Advisor protocols and makes changes as appropriate.
- Mentors staff in use of Wound Advisor.
- Performs the following specific procedures when under direct order by the physician:
  - ✓ Application of silver nitrate sticks to cauterize hypergranulation tissue
  - ✓ Scoring of eschar on a pressure ulcer
  - ✓ Sharp debridement of necrotic tissue
  - ✓ Provides services requiring substantial specialized nursing skills
- Provides educational classes for the staff with coordination of the Director of Education as indicated.
- Provides education and instruction to patients and their families.
- Participates and instructs in specialty related inservices for the organization and external professional organizations/associates as appropriate/required.
- Participates in QI process related to specialty services.
- Demonstrates knowledge of OASIS documents, performs OASIS visits as needed on appropriate patients (ostomy or difficult wounds).

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- Participates as a member of the Infection Control Committee.
- Interacts with insurance coordinator and DME providers as appropriate.
- Acts as a liaison for the organization with hospitals and other referral sources and provides them with specialty (CWOCN) information and instruction.
- In collaboration with Team Coordinators and Case Manager ensures prior authorizations are completed in accordance with policy.
- Proactively ensures patients have correct supplies.
- Attends and participates in weekly case conferences.
- Identifies health and safety risks and implements risk reduction strategies for self and others according to organization's policies and procedures.
- Communicates regularly with supervisor about department issues.
- Demonstrates assertiveness, leadership and good interpersonal skills with physicians and clinicians. Maintains good internal and external customer satisfaction.
- Monitors case communication follow up notes, e-mail and mailbox and takes appropriate action in a timely fashion.
- Accurately and timely records and reports hours worked as required by state regulations.
- Demonstrates assertiveness, leadership and good interpersonal skills with physicians and clinicians. Maintains good internal and external customer satisfaction.
- Maintains a positive and respectful professional attitude.
- Acts as a positive role model within and outside the agency.
- Performs other related duties as assigned.

**CERTIFIED WOUND OSTOMY CONTINENCE NURSE SPECIALIST II****QUALIFICATIONS AND REQUIREMENTS:****EDUCATION:**

Graduation from an accredited nursing school.

BSN/PHN preferred.

Certificate in Enterostomal Therapy from an accredited school of Enterostomal Therapy or CWOCN Certification Board.

Current CPR.

**REQUIREMENTS:**

Current RN license for the State of California.

Two years experience in home healthcare or acute care in this specialty.

Five years experience at organization as a Certified Wound Ostomy Continence Nurse Specialist I.

**PHYSICAL DEMANDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:**

- Must be able to stand up lift (floor to waist) up to 50 lbs. frequently, level lift up to 24 lbs. frequently and 25-50 lbs. occasionally.
- Must be able to lift and carry up to 10 lbs. 100 feet occasionally, up to 24 lbs. 20 feet occasionally.
- Must be able to lift overhead up to 10 lbs. occasionally.
- Must be able to stand and walk frequently, sit occasionally, bend/stoop/squat/crouch occasionally, climb ladder/step stool/stairs occasionally and kneel/balance and reach above shoulders occasionally, reach below shoulders frequently, twist and turn occasionally.
- Pulls – patient positioning during transfer frequently, draw sheet pull 50 lbs. occasionally.  
Push – carts, tables and beds up to 40 lbs. occasionally.
- Hands – repetitive motion frequently, fine manipulation frequently, gross manipulation occasionally. Right hand – simple grasp under 50 lbs. frequently, firm grasp over 50 lbs. occasionally. Left hand – simple grasp under 50 lbs. frequently, firm grasp over 50 lbs. occasionally.
- Wrist – up and down motion, side to side motion occasionally.
- Foot pedals (bed locks, lift chairs, etc.) occasionally.
- Speaking/hearing constant (breath sounds, bowel sound, vital signs, etc.)
- Speaking/hearing in person/phone/call system frequently.

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- Oral communication, speaking clearly constantly.
- Reading/writing (computer charting, English required) constantly.
- Close eye work/small figures, etc., frequently, color differentiation occasionally.
- Distinguish temperature by touch frequently, by proximity occasionally.

ENVIRONMENTAL REQUIREMENTS (POSSIBLE EXPOSURE TO):

- Blood/body fluids, infectious disease frequently.
- Anti-neoplastic agents occasionally.
- Dust, fumes, gases, sharp objects occasionally.
- Animal dander.
- Driving auto equipment frequently.
- Abusive language and violent behavior from patients occasionally.

\* KEY: Constant      67 – 100% of the time  
 Frequently      34 – 66% of the time  
 Occasionally      1 – 33% of the time

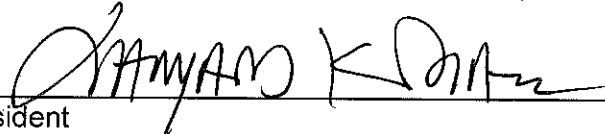
STANDARD OF PERFORMANCE AND ACCOUNTABILITY:

All employees will maintain high standards of integrity and business ethics, will abide by the organization's compliance program, rules, policies and procedures, applicable laws and regulations, will conduct self in an honest, ethical manner and report promptly any suspected violation of compliance standards to the Compliance Officer.

All employees will abide by the Injury and Illness Prevention Program (IIPP).

All employees will be held accountable in meeting all functions as defined within the scope of their job description, which includes all goals and objectives set for the position.

If accountability standards are not met, the employee may be given an oral warning followed by a written warning. However, the organization reserves the right to proceed directly to a written warning or separation from employment for misconduct or performance deficiency without resort to prior disciplinary steps when the organization deems such action is appropriate.

  
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 President

1-15-13  
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 Date

\_\_\_\_\_  
 Supervisor

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Employee

\_\_\_\_\_  
 Date