

DIVISION SCOPE OF SERVICE

Division: CONTINENTAL
Classification: PEDIATRIC/NEWBORN SUPPORT COORDINATOR
Applicant Name:

<p>Pediatric/Newborn Support Coordinator</p> <p>The Pediatric/Newborn Support Coordinator must have equivalent qualifications, competence and function in the same role as employed individuals performing the same or similar services at the facility, as defined by facility job description.</p>
<p>Definition of Care or Service:</p> <p>The Pediatric/Newborn Support Coordinator support the physicians in pediatric care with communication to pediatric patients.</p> <p>Scope of service may include:</p> <ul style="list-style-type: none"> • Assists the Hospitalist with their daily work and may include: <ul style="list-style-type: none"> ○ Assist in exchange and gathering patient information and communication (eg outside medical records; patient history; record review; discharge summaries; follow-up calls) ○ Be involved in patient teaching and assist with dismissal (eg follow-up appointments; patient care expectations) ○ Assist in patient care with employing/sponsoring physician (eg rounding, procedures in which physician has privileges; scribe) • Demonstrates Service Excellence behaviors to include HCA Healthcare conduct core fundamentals in daily interactions with patients, families, co-workers and physicians.
<p>Setting(s):</p> <ul style="list-style-type: none"> • Healthcare facilities including but not limited to hospitals, outpatient treatment facilities, clinics and physician practices
<p>Supervision:</p> <ul style="list-style-type: none"> • Direct supervision by at least one member of the medical staff with clinical privileges <ul style="list-style-type: none"> ○ Indirect supervision by the nursing department director or designee
<p>Evaluator:</p> <ul style="list-style-type: none"> • Supervising Physician
Tier Level: 2
eSAF Access Required: Yes
<p>Qualifications:</p> <ul style="list-style-type: none"> • High School diploma or higher • Training in medical terminology (can be found on Skills Checklist) <p>NOTE: Where education may not be defined in qualifications area of the Scope, HCA Healthcare requires the highest level of education completed (not training or courses) confirmed on your background check.</p>
<p>State Requirements:</p> <ul style="list-style-type: none"> • N/A
<p>Experience:</p> <ul style="list-style-type: none"> • At least one (2) year experience working in healthcare field
Competencies:

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The Pediatric/Newborn Support Coordinator will demonstrate:

- A safe environment for patients
- Accurate patient information review and communication
- Collects and documents data from medical record
- Facilitates communication between the physician, patient, family and nursing staff
- Educates patients and their family about discharge plans
- Notifies the appropriate member of the interdisciplinary patient care team of issues that require immediate intervention or attention.
- Infection Prevention
 - Practices consistent hand hygiene
 - Uses personal protective equipment (PPE) when required
 - Required immunizations per Division requirements
 - Complies with Isolation precautions
 - Maintains sterile field

References:

Document Control:

- Created 9/15/2020

Your signature confirms you will be able to comply with the Qualifications and Competencies listed within this Scope of Service and that you will confirm education via your background check.

Applicant Printed Name: _____

Signature: _____

Date: _____