

CENTRAL MONTANA MEDICAL CENTER
Lewistown, Montana

EMERGENCY DEPARTMENT
TRAUMA NURSE COORDINATOR
JOB DESCRIPTION

Statement of Purpose:

RN who is experienced in the care of traumatized patients and who is responsible for the coordination of the administrative and clinical aspects of the Central Montana Medical Center (CMMC) Trauma Program.

Reports To: Nurse Manager of the Emergency Department/Chief Nursing Officer

Supervises: RNs, LPNs, CNAs and Ward Clerk

Minimum Requirements: Current Montana RN licensure
BLS, ACLS and TNCC certification
Minimum of 2 years experience in ED/Critical Care
Competence in management and leadership skills

Evaluation: 90 days after hire and/or promotion and/or end of probation.
Annually.

Duties and Responsibilities:

1. Acts as a clinical resource to Trauma Team members.
2. Provides clinical consultation to nursing units as needed.
3. Develops, evaluates, revises and implements policies, procedures and protocols for all aspects of the Trauma Program.
4. Participates as a member of the Trauma Committee.
5. Represents CMMC on community EMS and trauma committees as appropriate. Monitors various public meetings and committees related to trauma.
6. Facilitates interdisciplinary and interdepartmental communication and participates in problem identification and resolution.
7. Develops and implements a reporting system to keep CMMC Administration and Medical Staff abreast of the activities of the Trauma Program.
8. Implements Continuous Quality Improvement program for trauma patients.
9. Complies with policies and procedures and encourages other to do so.
10. Contributes to planning educational programs related to trauma care.
11. Maintains Trauma registry with the State via guidelines as available.
12. Pursues professional education and growth in a self-directed manner and applies new knowledge in the working environments.
13. Represents CMMC at Trauma meetings.

Approved by ER Committee 05/13/04
Approved by Medical Staff 07/19/04
Reviewed by ER Coordinator 11/07