

Job Title:	Coordinator Infection Control	Job Code:	50064ICC
Job Family:	CORP - Nursing	Updated:	09/20/2012

Job Summary: Responsible for designing, implementing, directing and evaluating the hospital-wide infection prevention and control/education program, and ensuring compliance with the mandates of required accrediting and regulatory agencies.

Job Responsibilities: Performs ongoing collection and analytic review of surveillance data for reporting results, maintaining records and presenting recommendations as appropriate. (50%)

Provides education programs/presentations related to infection prevention and control for staff, patients and other internal and external customers. (25%)

Develops, implements and evaluates policies and procedures related to infection prevention and control. (15%)

Notifies state and local authorities of reportable diseases. Works with the health department in complying with any problem related to outbreak and control of communicable diseases. (5%)

Assists in providing flu shots to employees and the public and takes verbal orders from physicians as necessary. (5%)

Performs other duties as assigned or required.

Education:

**Licensure/
Certification/
Registration:** Current licensure as an RN, Certification in Infection Control, CIC Preferred.

**Complexity of
Work:** Requires critical thinking skills, decisive judgment and the ability to work with minimal supervision. Must be able to work in a chaotic environment and take appropriate actions in volatile situations.

**Personal
Protective
Equipment:** Follows Standard Precautions using personal protective equipment as required for procedures.

**Required
Experience:** 2 years experience in infection control or additional background in microbiology, public health or epidemiology preferred.

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Populations Served		
	Yes	No
No Responsibility to treat or care for patients.	●	
Neonate (<30 days)		●
Infant (<1 year)		●
Early Childhood (1 year and <5 years)		●
Late Childhood (5 years and <13 years)		●
Adolescent (13 and <17 years)		●
Young Adult (17 to <30 years)		●
Middle Adult (30 years to <60 years)		●
Older Adult (>60 years)		●
Serves patients in areas other than patient care.		●

Protected Health Information								
Type of Protected Information Accessed:	Frequency of Access			Type of Access				
	Never	Incidental	Routine	Never	Use	Disclose	Use/Disclose	Handle
Demographic		●			●			
Clinical			●		●			
Insurance		●						●
Financial	●			●				
Complete Medical Record	●				●			

Bloodborne Pathogens Exposure
While performing this job, occupational exposure is present for no employees:

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Physical Requirements: Frequent walking and standing. Occasional pushing and pulling. Speaking and hearing clearly. Near, far, depth and color vision.

Physical Requirements					
Activity:	Frequency				
	Never	Rarely	Occasionally	Frequently	Constantly
Physical Dexterity & Effort					
Bending/Stooping		●			
Climbing		●			
Keyboard Data Entry				●	
Kneeling	●				
Lifting/Moving Patients	●				
Lifting/Carrying (Non-Patient)					
0 - 25 lbs.			●		
25 - 75 lbs.		●			
over 75 lbs.	●				
Pushing/Pulling					
0 - 25 lbs.			●		
25 - 75 lbs.		●			
over 75 lbs.	●				
Reaching		●			
Repetitive Foot/Leg Movements	●				
Repetitive Hand/Arm Movements	●				
Running	●				
Sitting				●	
Squatting		●			
Standing				●	
Walking				●	

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Physical Requirements					
	Frequency				
Activity:	Never	Rarely	Occasionally	Frequently	Constantly
Visual Acuity, Hearing and Speaking					
Audible Speech					●
Hearing Acuity					●
Smelling Acuity	●				
Taste Discrimination	●				
Vision					
Depth Perception				●	
Distinguish Color				●	
Seeing - Far				●	
Seeing - Near				●	

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Environment Exposures		
	Yes	No
Toxic/Caustic Chemicals	●	
Dust/furnace/gases (including asbestos)	●	
Potential electric shock	●	
Sudden decompression during flight		●
Frequent repetitive motions	●	
Magnetic fields		●
High ionized radiation		●
Blood or body fluids	●	
Unprotected heights		●
Hypoxia		●
Staining/processing chemicals		●
Fire risk		●
Gamma radiation		●
Extreme conditions, hot or cold		●
Moving mechanical parts	●	
X-ray electromagnetic energy		●
CRT (computer) monitor	●	
Contrast Media		●
High stress levels		●
Needles or other sharp objects	●	
Communicable diseases	●	
High pitched noises		●
Heating devices		●
Violent patients		●
Radioactive materials		●