The Perfusion Manager is responsible for the overall management of the Department of Perfusion Services. This involves
the management of perfusionists and ECMO specialists, the daily direction of work assignments, on call responsibilities,
inventory management and capital equipment purchase.

The manager is independently responsible for a wide range of mechanical life support systems. This position is based in
the Surgical Services Department, but due to the nature of the work, provides clinical service throughout the hospital on a
wide range of patients ranging from the neonate to the octogenarian.

The manager works as a Perfusionist and conducts Cardiopulmonary Bypass (CPB) independently, working closely with
the surgeons, anesthesiologist and nursing staff to tailor the perfusion to the needs of each patient. This position is
responsible for monitoring and maintaining a variety of patient parameters during CPB including the regulation of blood
pressure, heart rate, urinary output, arterial and venous blood gasses, acid/base status, blood coagulation, temperature and
myocardial protection. The Perfusionist constantly assesses the mechanical parameters of the circuit, evaluates and
interprets any patient or mechanical response, and corrects for situations that can be life threatening. The Perfusionist must
remain alert, attentive and respond appropriately to changes and problems.

The Perfusion Manager is responsible for assisting with a variety of clinical teaching and training topics throughout the
hospital for resident physicians, clinical fellows, perfusion students, advanced practice providers, registered nurses and
respiratory therapists. Perfusion expertise is provided for the Cardiothoracic and Transplant Surgery research teams and
varies per project protocol.

The Perfusion Manager has call responsibilities appropriate for the clinical services required. The individual must respond
to on call situations within thirty minutes. This position works nights, weekends and holidays. Exposures to potentially
hazardous blood products are also a concern due to the nature of the mechanical circuitry.

**MAJOR RESPONSIBILITIES**

**Department Management**
- Assigns daily clinical and on-call responsibilities to Perfusion staff.
- Contributes to supervision of ECMO staff.
- In conjunction with the ECMO Coordinator, assigns daily clinical and on-call responsibilities to ECMO Specialists,
  organizes monthly ECMO meetings, and contributes clinical data to the Extracorporeal Life Support Organization
  (ELSO) registry.
- Manages human resource issues in a responsible, respectful, confidential, and fiscally responsible manner including
  recruitment, on-boarding, orientation, supervision, performance evaluation, annual merit, and disciplinary action.
- Oversees the development and implementation of new technology, inservices staff on these new techniques.
- Develops hospital policies and procedures as they relate to Perfusion Services.
- Contributes to budget preparation; providing annual budget requests for employee, disposable perfusion supplies, and
  major capital equipment purchases. Completes monthly budget variance reports.
- Oversees inventory of capital equipment and coordinates preventive maintenance programs for the equipment.
- Oversees inventory management of all extracorporeal supplies.
- Evaluates new perfusion products introduced by company representatives; presenting them to surgeons and Perfusion
  staff.
- Participates in the University Hospital Consortium (UHC) as a means of getting quality perfusion supplies at reduced
  costs.
- Develops and updates the perfusion electronic medical record.

**Perfusion Clinical Practice**
- Performs Cardiopulmonary Bypass (CPB); providing total life support safely and optimally during cardiac operative
  procedures including Coronary Artery Bypass Grafting (CABG), intracardiac valve repairs and replacements, congenital
  cardiac defect repairs, aortic aneurysm repairs, cardiac transplants, VAD (ventricular assist device) implants and
  selected lung transplants.
UW HEALTH JOB DESCRIPTION

- Performs Intraoperative Autotransfusion during procedures when significant amounts of blood loss are expected; independently operates the autotransfusion device ensuring a safe blood product.
- Provides technical management of the Intra-Aortic Balloon Pump (IABP) during invasive placement in the Operating Room, I.C.U., or Cardiac Catheterization Laboratory.
- Provides for optimal performance of Ventricular Assist Devices (VAD).
- Provides extracorporeal shunting of blood for selected patients allowing for better control of blood loss and improved hemodynamic stability during liver transplantation, IVC/renal tumor excision or venous thrombosis removal.
- Performs Extracorporeal Membrane Oxygenation (ECMO). Provides long term total body circulatory support for adult, pediatric, and neonatal patients suffering severe cardiac and/or pulmonary insufficiency.
- Performs Extracorporeal Oncologic Therapy. Provides a means of exposing a tumor to a high concentration of chemotherapeutic agent using an extracorporeal circuit. Techniques include isolated limb perfusion, Hyperthermic Intraarterial Chemotherapy (HIPEC) and Hyperthermic Intrathoracic Extracorporeal Chemotherapy (HITEC)
- Provides expertise in extracorporeal circulation for various research protocols.
- Performs Hemofiltration; provides for excess intravascular and interstitial fluid removal from patients undergoing cardiac surgery, liver transplantation, and ECMO. This includes modified ultrafiltration in pediatric cardiac procedures.
- Provides and delivers Cardioplegia Solution (CPS) to coronary artery system causing cardiac arrest and reduction in myocardial metabolic rate as are required for cardiac surgery.
- Supports procedures involving hybrid catheterization lab such as TAVR, Laser lead extractions, AngioVac and electrophysiology procedures.

Teaching and Education
- Assists with Cardiothoracic Surgery teaching for cardiothoracic surgeons, fellows, residents and medical students in current techniques of cardiopulmonary bypass (CPB).
- Assists in instructing the Cardiac Anesthesia Residents with understanding cardiopulmonary bypass (CPB).
- Assists in instructing Perfusion students, advanced practice providers, nursing staff, medical students, and residents who are participating in the care of patients undergoing cardiopulmonary bypass (CPB).
- Assists in the ECMO Specialist training course.
- Provides education and training for the following topics:
  - Adult and pediatric hybrid procedures
  - Intraoperative autotransfusion
  - The intra-aortic balloon pump
  - Ventricular assist devices
  - Veno-veno bypass. Procedures utilizing V-V bypass include liver transplantation, IVC/renal tumor excision and venous thrombosis removal.
  - Extracorporeal membrane oxygenation (ECMO) in both VA and VV configurations
  - HIPEC, HITEC or isolated limb perfusion
  - Angiovac
  - Laser Lead extraction support
  - TAVR support
  - Hemofiltration and modified ultrafiltration (MUF)
  - Myocardial protection

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

**JOB REQUIREMENTS**

<table>
<thead>
<tr>
<th>Education</th>
<th>Minimum</th>
<th>Preferred</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Bachelor's degree in science or health care field.</td>
<td>Master's degree in Cardiopulmonary or Cardiovascular Perfusion.</td>
</tr>
<tr>
<td></td>
<td>Certificate degree in Cardiopulmonary or Cardiovascular Perfusion.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Work Experience</th>
<th>Minimum</th>
<th>Preferred</th>
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<tbody>
<tr>
<td></td>
<td>Five (5) years of clinical experience providing CPB for adult cardiac surgical procedures including; coronary artery bypass grafting (CABG), valve replacements, and aortic aneurysm repairs.</td>
<td>Ten (10) years of experience as a Certified Clinical Perfusionist (CCP).</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Experience in pediatric cardiac, VAD and transplant procedures.</td>
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<td>Prior leadership and/or management experience.</td>
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<thead>
<tr>
<th>Licenses &amp; Certifications</th>
<th>Minimum</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Licensed Perfusionist in the State of Wisconsin</td>
</tr>
<tr>
<td></td>
<td>Certified Clinical Perfusionist (CCP) recognized by the American Board of Cardiovascular Perfusion.</td>
</tr>
</tbody>
</table>
### UW HEALTH JOB DESCRIPTION

<table>
<thead>
<tr>
<th>Preferred Skills, Knowledge, and Abilities</th>
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</tr>
</thead>
<tbody>
<tr>
<td>• Demonstrates accountability for independent and interdependent decision making.</td>
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</tr>
<tr>
<td>• Demonstrates understanding of cardiac, congenital pediatrics, pulmonary, vascular and orthotopic transplantation procedures.</td>
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</tr>
<tr>
<td>• Clinical knowledge of the process for providing Cardiopulmonary Bypass (CPB) for adult cardiac surgical procedures including; Coronary Artery Bypass Grafting (CABG), valve replacements, and aortic aneurysm repairs.</td>
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</tr>
<tr>
<td>• Clinical knowledge of the process for providing CPB for ventricular assist device implantation, and congenital pediatric procedures.</td>
<td>• Clinical knowledge of the process for providing CPB for ventricular assist device implantation, and congenital pediatric procedures.</td>
</tr>
<tr>
<td>• Familiarity with techniques of IABP, intraoperative autotransfusion and management of ECMO and LVAD/RVAD.</td>
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</tr>
<tr>
<td>• Ability to provide identified technical skills to patients of all ages including: neonate, pediatric, adolescent, adult, and geriatric.</td>
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</tr>
<tr>
<td>• Physical requirements include the ability to work long hours remaining alert and attentive to the duties at hand.</td>
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</tr>
<tr>
<td>• Demonstrates technical ability, understanding of job expectations and compliance with organizational policies and procedures.</td>
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</tr>
<tr>
<td>• Ability to remain alert, attentive and respond appropriately to changes and problems.</td>
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</tr>
</tbody>
</table>

### 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,

- Infants (Birth – 11 months)
- Toddlers (1 – 3 years)
- Preschool (4 – 5 years)
- School Age (6 – 12 years)
- Adolescent (13 – 19 years)
- Young Adult (20 – 40 years)
- Middle Adult (41 – 65 years)
- Older Adult (Over 65 years)

### 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.

<table>
<thead>
<tr>
<th>Physical Demand Level</th>
<th>Occasional</th>
<th>Frequent</th>
<th>Constant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as dockets, 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.</td>
<td>Up to 10#</td>
<td>Negligible</td>
<td>Negligible</td>
</tr>
<tr>
<td>Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.</td>
<td>Up to 20#</td>
<td>Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls</td>
<td>Negligible or constant push/pull of items of negligible weight</td>
</tr>
<tr>
<td>Medium: Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying of objects weighing up to 25 pounds.</td>
<td>20-50#</td>
<td>10-25#</td>
<td>Negligible-10#</td>
</tr>
<tr>
<td>Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying of objects weighing up to 50 pounds.</td>
<td>50-100#</td>
<td>25-50#</td>
<td>10-20#</td>
</tr>
<tr>
<td>Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying of objects weighing over 50 pounds.</td>
<td>Over 100#</td>
<td>Over 50#</td>
<td>Over 20#</td>
</tr>
</tbody>
</table>
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.