The Care Team Leader is an advanced level registered nurse position. The Care Team Leader works in collaboration with the Nurse Manager, Medical Director and/or Nurse Practitioner to plan, direct and evaluate the care provided with patients and their families. The Care Team Leader possesses expert clinical knowledge which he/she applies to systematically and continuously to collect and assess data in collaboration with the multidisciplinary team to provide therapeutic care with the patient and/or family. The Care Team Leader demonstrates leadership as a member of the multidisciplinary team collaborating in the development, execution and evaluation of the multidisciplinary plan of care. The Care Team Leader considers factors related to safety, effectiveness, team member's knowledge and skill, and cost in planning and delivering care and utilizes this knowledge to effectively manage the work of the team.

The Care Team Leader communicates routinely with other health team members to establish goals and strategies for meeting the discharge or continuing care needs of the patient, family, and/or other care provider. The Care Team Leader analyzes and resolves problems that fall outside of the domain of the nurse clinician concerning patient care and interfaces with other departments and care providers. The Care Team Leader actively facilitates the work of the team and ensures delegation and supervision of team members' care in accordance with nurse practice acts and the professional nursing role.

The Care Team Leader utilizes research findings in his/her practice. He/she demonstrates leadership in Improving Organizational Performance activities and actively works to apply clinical practice improvements. The Care Team Leader maintains expert clinical knowledge in nursing practice and assumes responsibility for the professional development of self, other nursing staff and students. The Care Team Leader serves a role model and clinical resource for other nursing personnel and health team members.

**MAJOR RESPONSIBILITIES**

Technical Skill: Incumbent performs his/her job demonstrating technical ability, understanding of job expectations and compliance with organizational policies and procedures. The incumbent performs the following job responsibilities:

I. **Clinical Practice/Quality of Care**

*The Care Team Leader ensures coordination and the effective provision of patient and family care on the Coordinated Care or other relevant Practice Team. He/she systematically and continuously collects and assesses data in collaboration with the multidisciplinary team to provide therapeutic care with the patient and family.*

- Establishes an in-depth database by assessing the behavioral and physiologic status of the patient utilizing interview, observation, physical examination, and other available data.
- Integrates nursing interventions into the multidisciplinary plan of care, incorporating appropriate standards of care and practice and patient outcomes. Effectively communicates with the provider to solve complex multidisciplinary patient care issues. In collaboration with nursing staff and provider, reviews clinical variances and ensures implementation and evaluation of interventions to meet identified needs.
- Implements safe, competent, and efficient patient and family care within policies, procedures and standards, and interventions.
- Sets priorities adapting to changing patient and unit/clinic situations. In response to data indicating urgent and/or emergent risk to patient, initiates action to reduce or correct risk. Monitors care provided by team members and adjusts patient care assignments based on changing patient and/or unit/clinic needs.
- Assumes responsibility and accountability for effectively managing nursing care of individual patients and families. Ensures that newly admitted patients are assigned to a team member for the shift.
- Documents the nursing process to reflect a comprehensive and integrated approach to patient care. Collaborates with the Nurse Manager in ensuring team member documentation in keeping with Departmental standards.
- Evaluates patient’s responses to care based on effectiveness of nursing interventions/actions in relationship to established outcomes and collaborates with Medical Staff, CTL, Case Manager, and/or Nurse Practitioner regarding clinical variances and recommended changes to plan of care. Acts as clinical consultant/resource to nursing team members.
UW HEALTH JOB DESCRIPTION

- Identifies learning needs of patients/families and provides individualized and comprehensive teaching-learning. Utilizes the resources of the Teaching-Learning Center as appropriate to meet identified patient, family and/or caregiver needs. Identifies opportunities for further utilization of the Learning Center to meet patient and family needs.

II. Resource Utilization

The Care Team Leader considers factors related to safety, effectiveness, knowledge and skill of team members, and cost in planning and delivering care. He/she demonstrates knowledge of UWHC health care delivery system as multidisciplinary and multifaceted with a variety of entry and access points along the care continuum.

- Acts as a clinical and operational leader. Contributes to and supports the effective management of the unit/clinic.
- Provides leadership for incorporating standards of practice, clinical practice protocols, etc. into practice in order to maximize clinical effectiveness.
- Acts to facilitate cost control in use of material resources.
- Acts to facilitate cost controls in the use of human resources.
- Effectively utilizes technology to support practice and efficiencies in care delivery.

III. Collaboration

The Care Team Leader collaborates with the patient, family, significant others, and health care providers in providing patient care. Establishes patient care assignments based on abilities of nursing personnel and patient acuity. Provides supervision and consultation to team members as needed. Ensures delegation and supervision of care in accordance with nurse practice acts and professional nursing role.

- Initiates multidisciplinary collaboration to positively impact the outcomes of care provided.
- Effectively communicates with the Medical Staff and Nurse Manager, to solve complex multidisciplinary problems.
- Communicates effectively with team members, patients, families, professionals, supportive personnel and others. Acts to ensure effective communication among team members.
- Coordinates the flow of patient admissions, transfers, and discharges with other Care Team Leaders as needed. Ensures distribution of workload among team members and assignments based on the skills and abilities of team members.
- Coordinates the reception and delivery of the team’s shift report.
- Initiates steps to support and enhance the patient’s responsibility and self-determination in decision-making concerning health, treatment and well-being.
- Involves the individual patient/family in identification of requirements/perceptions of learning needs and preparation to assume self-care on discharge.
- Develops, maintains, and terminates therapeutic relationships with patients and families.
- Acts a leader through participation in unit/clinic and/or departmental shared governance structure in order to improve care.

IV. Ethics

The Care Team Leader’s decisions and actions with patients and families are determined in an ethical manner. He/she acts as a clinical resource in resolution of patient care issues.

- Demonstrates sensitivity to the values of self and others.
- Participates in activities designed to broaden ethical decision-making skills.
- Integrates personal values with UWHC Mission and Nursing Vision and Aspiration Statements.
- Involves patient/family in plan of care incorporating their cultural, spiritual and other belief systems.

V. Research

The Care Team Leader uses research findings in practice and acts as a leader in the improvement of patient care processes, identifying and resolving problem areas.

- Provides leadership in executing organizational improvement activities. Identifies strategies to incorporate innovations or practice improvements into care delivery processes.
- Analyzes recurring clinical practice issues and develops plans to address identified issues.
- Demonstrates knowledge of and incorporates research findings related to clinical specialty.

VI. Education

The Care Team Leader applies expert clinical knowledge in nursing practice and assumes responsibility of the professional development of self, other nursing staff, and students.
UW HEALTH JOB DESCRIPTION

- Evaluates own performance and that of peers and other nursing staff in relation to standards.
- Demonstrates an awareness of elements in own performance needing further development and seeks opportunities to improve.
- Contributes to the learning experiences of students in cooperation with the instructor and other staff.

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>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Bachelors of Science in Nursing</td>
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</table>

<table>
<thead>
<tr>
<th>Work Experience</th>
<th>Minimum</th>
<th>Preferred</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Three (3) years relevant pediatric clinical experience.</td>
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<tr>
<td></td>
<td></td>
<td>One (1) year experience in pediatric hematology/oncology and/or Pediatric Sedation and/or Pediatric PACU</td>
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<tr>
<td></td>
<td></td>
<td>Five (5) years relevant pediatric clinical experience.</td>
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</table>

<table>
<thead>
<tr>
<th>Licenses &amp; Certifications</th>
<th>Minimum</th>
<th>Preferred</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>RN Licensed in the State of Wisconsin.</td>
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<tr>
<td></td>
<td></td>
<td>CPR certification.</td>
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<tr>
<td></td>
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<td>PALS certification.</td>
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<tr>
<td></td>
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<td>Chemo-certified</td>
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</table>

| Required Skills, Knowledge, and Abilities | Knowledge regarding quality improvement and standards of care within practice area. |
|                                          | Excellent communication skills including ability to provide constructive feedback and resolve conflicts. |

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,

X Infants (Birth – 11 months)  
X Toddlers (1 – 3 years)  
X Preschool (4 – 5 years)  
x School Age (6 – 12 years)  
X Adolescent (13 – 19 years)  
X Young Adult (20 – 40 years)  
X Middle Adult (41 – 65 years)  
x 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></td>
<td>Up to 33% of the time</td>
<td>34%-66% of the time</td>
<td>67%-100% of the time</td>
</tr>
</tbody>
</table>

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.

- Up to 10#  
- Negligible  
- Negligible

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.

- Up to 20#  
- Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls  
- Negligible or constant push/pull of items of negligible weight

x Medium: Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.

- 20-50#  
- 10-25#  
- Negligible-10#

Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.

- 50-100#  
- 25-50#  
- 10-20#
**UW HEALTH JOB DESCRIPTION**

<table>
<thead>
<tr>
<th>Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.</th>
<th>Over 100#</th>
<th>Over 50#</th>
<th>Over 20#</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Other</strong> - list any other physical requirements or bona fide occupational qualifications not indicated above:</td>
<td></td>
<td></td>
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</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.