

**PRINCIPAL ADMINISTRATIVE
POSITION DESCRIPTION**

for the period July 11, 2022 to _____

NAME: _____ **FLSA STATUS:** Exempt
TITLE: Certified Neonatal Nurse Practitioner/Clinical Instructor
DEPARTMENT/DIVISION: Pediatrics/Neonatology

POSITION FUNCTION

This is a clinical position in the teaching and clinical practice of Neonatology to medical students, residents, and allied health professionals. The major function of the Neonatal Nurse Practitioner (NNP) includes: clinical practice, education, and consultation. The primary responsibility of the NNP is the direct application of clinical expertise to patients and families being managed in a busy level III NICU and several level II special care nurseries. Comprehensive, family-centered health care is delivered with clinical responsibilities as outlined in the *Collaboration Agreement* by the collaborating physicians.

ORGANIZATIONAL RELATIONSHIPS

The incumbent has direct responsibilities to the Chief, Division of Neonatology, who reports to the Chair of the Department of Pediatrics. Administrative direction/support is provided by the Assistant to the Chair. The incumbent is expected to exhibit self-direction and accountability in the development of his or her role.

DUTIES AND RESPONSIBILITIES

The following information is intended to be representative of the work performed by incumbent in this position and is not all-inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related, or a logical extension of position responsibilities.

Demonstrates, by actions, commitment to the mission and the behavioral standards of SIU School of Medicine. Provides excellent service to both internal and external customers through collaboration and partnership; compassion and respect; integrity and accountability; diversity and inclusion; as well as continuous learning and improvement.

I. Service 85%

1. Provide patient care as outlined in the *Collaboration Agreement* with neonatology faculty.
2. Set an example to future practitioners of highly-skilled and conscientious practice of neonatology that is balanced with self-education and other academic activities.
3. Maintain a clinical practice in neonatology in order to enhance clinical proficiency.
4. Demonstrate excellence in clinical practice through period review by medical doctor faculty.

5. Maintain documentation of competency on ongoing cases.

II. Teaching 05%

1. Participate by providing didactic and clinical teaching for residency.
2. Provide continuing education programs in neonatology for both the clinical faculty and for practicing physicians in the area.
3. Provide a role model for NICU staff, students and residents as a teacher and practitioner of neonatology.

III. Administration 05%

1. Assist the Division Director in promoting and developing a comprehensive neonatology program.
2. Serve on such committees as may be assigned by the Medical Director, Division Director or the Chair of Pediatrics.
3. Participate in quality initiatives assigned by the Medical Director or Division Director.

IV. Research 05%

1. Participate in scholarly activities and promote development of academic or research activities related to neonatology to enhance the academic environment of the Division.

AUTHORITY AND RESPONSIBILITY

This position works under the provisions provided in the *Collaboration Agreement*.

MINIMUM QUALIFICATIONS

- Graduate of an accredited school of nursing.
- Proof of current licensure as an Advanced Practical Nurse, which includes:
 - Proof of current licensure as a registered professional nurse in Illinois.
 - Prior to July 1, 2001, proof of successful completion of a post-basic advanced practice formal education program in the area of nursing specialty; or proof of successful completion of a graduate degree appropriate for national certification as a CNS, CRNA, CNP, or CNM.
- Certification as a nurse practitioner by the National Certification Corporation, ACNN.
- National certification as a neonatal nurse practitioner.
- Sensitive to the needs of underrepresented minority populations.

DESIRED QUALIFICATIONS

- Minimum of two years of experience in a Neonatal Intensive Care unit.
- Masters Degree in Nursing.
- Demonstrated competence in communication, clinical care management/leadership, problem identification/resolution, teaching, and research.

ENVIRONMENTAL, HEALTH AND SAFETY RESPONSIBILITIES

Participates in meetings, trainings and other environmental, health and safety activities as required by SIU School of Medicine.

WORKING CONDITIONS/PHYSICAL DEMANDS

See attached Physical and Environmental Requirements form.

Date

Beau Batton, MD
Chief, Neonatology

Date

Douglas W. Carlson, MD
Chair, Department of Pediatrics

Date

PHYSICAL AND ENVIRONMENTAL REQUIREMENTS

SIU SCHOOL OF MEDICINE

Incumbent: _____ Classification: **Certified Neonatal Nurse Practitioner/Clinical Instructor**
 Position No. (If applicable): _____ Department: **Pediatrics-SMS**

WORK ENVIRONMENT: (Check all applicable environments)

<input checked="" type="checkbox"/> Office	<input checked="" type="checkbox"/> Hospital
<input checked="" type="checkbox"/> Clinic	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Research Laboratory	<input type="checkbox"/> Outdoors
<input type="checkbox"/> Other (Be Specific): _____	

PHYSICAL DEMANDS:	Seldom <small>(Performed rarely less than 2% of the time)</small>	Occasionally <small>(Performed less than 25% of the time)</small>	Frequently <small>(Performed 26% to 50% of the time)</small>	Constantly <small>(Performed 51% or most of the time)</small>	N/A
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(Click on the Physical Demands Definitions button at the bottom of the form for a list of physical demands definitions)

Reading	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Writing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Speaking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Close visual acuity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Travel	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hearing - Conversation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Hearing - Other Sounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Stooping	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Squatting	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gross hand manipulation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Fine hand manipulation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Working in dust, fumes, gases, or irritants	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working at heights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working in extreme cold, heat and/or humidity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working in close quarters	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Climbing	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Operating motor vehicles	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sitting	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Standing	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Walking	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working above shoulder level	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Twisting	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kneeling	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pushing or pulling	10 - 20 lbs.	20 - 40 lbs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Carrying	10 - 20 lbs.	20 - 40 lbs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lifting	10 - 20 lbs.	20 - 40 lbs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (Please list): _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

I affirm the environmental and physical demands listed on this form are an accurate reflection of the requirements of this position to the best of my knowledge and belief.

I have read, understand and am capable of meeting the physical and environmental demands of this position.

Beau Batton, MD

Supervisor Signature _____ Date _____ Supervisor Name

Employee Signature _____ Date _____