



## **SGNA Infection Prevention Champion JOB DESCRIPTION**

**Title:** Infection Prevention Champion

**Program:** SGNA Infection Prevention Champion's Program

**Reports To:** Manager/Supervisor

**Collaborates With:** Organization's Infection Prevention/Control Designee

### **Position Overview:**

- The unit-designated SGNA Champion will carry out the mission and vision of the Infection Prevention Champions program, educating self and gastroenterology/endoscopy staff on infection prevention/control topics, maintaining high quality control within the endoscopy arena and addressing performance improvement needs. The Champion has the responsibility to be familiar with and communicate practice guidelines and industry practice changes with their peers. Additionally, this individual must demonstrate knowledge of the principles of infection prevention/control and appropriately interpret information relative to the needs of their practice setting. The Champion must have the ability to communicate infection prevention/control data to management and SGNA.

### **Organizational Relationships:**

- Receives oversight and supervision from manager/supervisor
- Works collaboratively with the Champions' organization's infection prevention/control designee
- Interacts cooperatively with members of nursing staff, physicians, manager/supervisor and support staff
- Receives support from SGNA headquarters

### **Qualifications:**

- RN, LPN or GI tech working at least part-time in the field of gastroenterology/endoscopy
- GI Technical Specialist (GTS) and Advanced GI Technical Specialist (AGTS) designation by completion of the SGNA Associates and Advanced Associates Program validation modules.
  - Designation of either GTS or AGTS must be completed at time of application
  - Both programs must be completed within six months from becoming Champion, order does not matter.

*Exception: If the Champion has a Certified Flexible Endoscope Reprocessor (CFER) credential from CBSPD or a Certified Endoscope Reprocessor (CER) credential from IAHCMM, GTS designation is not required.*

- Demonstrates basic computer skills with access to basic word processing and e-mail
- Demonstrates ability to work well with all team members, patients and others
- Demonstrates responsibility for own practice within the endoscopy setting
- Demonstrates leadership skills within the department
- Demonstrates the desire and ability to teach others

- Exhibits excellent communication skills and possesses necessary English language skills (written and verbal) to understand and communicate the resources provided through this program

## **Performance Expectations:**

### **I. Continuously supports infection prevention/control processes, education and research**

- Contributes ideas/suggestions for improving processes and services
- Participates in data collection for SGNA initiatives as requested
- With the assistance/support of the manager/supervisor and institutions infection prevention/control liaison, plans and implements infection prevention/control programs and re-evaluates these programs as necessary for maximum effectiveness, efficiency and compliance with national standards and guidelines
- Acts as resource for infection prevention/control to other staff members including contributions to the revisions and updates of infection prevention/control/endoscopy related policies and procedures
- Follows all safety and accreditation standards
- Collaborates with manager/supervisor to ensure that all staff is made aware of infection prevention/control accreditation standards and that the department is fully prepared for onsite survey by the Joint Commission and/or any other accreditation, state and/or regulatory body
- Participates in risk management and quality assurance activities pertaining to infection prevention/control as asked
- Seeks correction of environmental problems pertaining to infection prevention/control
- Informs immediately the manager/supervisor in charge of unusual occurrences as pertaining to reprocessing or other infection prevention/control issues
- Participates in staff/unit meetings and provides input to current issues related to infection prevention/control
- Maintains a clean and safe patient care environment, implements and follows infection prevention/control procedures according to facility policy and SGNA guidelines
- Attends and/or represents unit at facility Infection Prevention/Control Committee meetings as indicated

### **II. Fosters teamwork, personal responsibility, integrity, innovation, trust and communication**

- Maintains open and positive communication with nursing personnel and other health professionals
- Listens carefully to ensure understanding
- Accepts feedback and applies it to the improvement of individual performance in support of infection prevention/control
- Helps develop team cohesiveness, and aligns individual efforts with the group
- Adjusts to change in a positive and supportive manner
- Completes assignments on time, contributing extra effort when needed
- Assists in orienting new staff to infection prevention/control and reprocessing activities

### **III. Maintains and enhances professional/competency skills**

- Attends and participates in infection prevention/control classes, seminars, workshops and other continuing education to a minimum of 3 hours annually
- Acts as a leader in the planning, developing, implementing and management of infection prevention/control education to a total of 2 hours annually

- Demonstrates competency in reprocessing of equipment and accessories in accordance with manufacturers' instructions and professional society guidelines
- Assists with maintenance of endoscopes and endoscopy reprocessing equipment, reports problems and recommends new purchases to manager/supervisor
- Assumes responsibility to continue personal improvement in knowledge and competency

**Renewal Process:**

**I. Provides SGNA with required materials annually**

- Annual evaluation form by manager/supervisor
- Annual department needs assessment completed by Champion
- Summary of initiatives and completion of goals from Champion's program term
- Summary of Champion's infection prevention/control education hours (minimum of 3 hours required annually)
- Summary of training/education provided to unit organized by Champion (minimum of 2 hours required annually)

**II. Review by SGNA headquarters to determine if annual requirements are met**