



Job Title: Director, Advanced Practice Provider Program and Heart and Vascular APP Program 79600-UNCHCS Heart & Vascular  
 Creation Date: Mar 03, 2019 04:11:01pm  
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 Position: 24260 2257 Mar 11, 2019 08:19:06am up to present  
 Department: 79600-UNCHCS Heart & Vascular

FLSA Exempt Status: Exempt

Job Summary: Responsible and accountable for the strategic leadership, program development and evaluation of the UNC REX Heart & Vascular APP program at all clinical practice locations to include: UNC REX, UNC Johnston, and UNC Wayne - Inpatient & Outpatient locations; reporting directly to VP Heart & Vascular. Develops, directs and leads the Advanced Practice Provider Program for UNC REX Healthcare through collaborative relationships with Service Line Department Directors; reporting to UNC REX CMO and CNO.

Job Description: Director of Heart & Vascular Advanced Practice Provider (APP) Program Duties and Responsibilities Director Department of Advanced Practice (APP) Providers UNC REX Healthcare Duties and Responsibilities

**SPECIFICATIONS**

<u>Description</u>	<u>Minimum Required</u>	<u>Preferred / Desired</u>
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**Experience**

**Education**

Master's degree and current licensure as an Advanced Practice Provider; eight years related program management experience with ten years of experience as an Advanced Practice Provider; or equivalent combination of education and experience.

**Training**

**Special Skills**

Language Skills: Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to write speeches and articles for publication that conforms to prescribed style and format. Ability to effectively present information to top management, public groups, and/or boards of directors. Mathematical Skills: Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Reasoning Ability: Ability to define problems, collect data, establish facts, and



Depth Perception	X
Hearing	X

**Environment Requirements**

<b>Occupational Exposure Risk Potential</b>	<b>Reasonably Anticipated</b>	<b>Not Anticipated</b>
Bloodborne Pathogens	X	
Chemical	X	
Airborne Communicable Disease	X	
Extreme Temperatures	X	
Radiation	X	
Uneven Surfaces or Elevations	X	
Extreme Noise Levels	X	
Dust/Particulate Matter	X	
Other (List)		
Usual workday hours	8	

**JOB STANDARDS**

Total Weight 50%

<b>Job Standards</b>	<b>Weight</b>
1. Director of Heart & Vascular Advanced Practice Provider (APP) Program Duties and Responsibilities	30.0%

<b>Essential Duties and Responsibilities</b>	
1.1	<b>SAFETY:</b> Maintains an environment of safety for patients, self and others and supports patient safety initiatives.
1.2	<b>STRATEGIC PLANNING:</b> Provides strategic leadership and direction in the development of the Heart & Vascular APP Program at all clinical locations: Inpatient & Outpatient, UNC REX Healthcare, UNC Johnston, and UNC Wayne. The strategic and operational plans of the APP Program will support the strategic plan for UNC REX and the Healthcare System. Initiates, develops, and maintains cooperative relationships while working in collaboration with Physician Leaders, Administration and Physician Relations to market cardiovascular programs and services to referring providers, facilities and communities.
1.3	<b>PROGRAM DEVELOPMENT:</b> Plans, develops and leads, in conjunction with Heart and Vascular Physicians and Hospital Leadership, goals and objectives for modification and/or expansion of the H&V APP Program and the Heart & Vascular Service Line. Ensure program initiatives are consistent with the philosophy, goals and objectives of the organization to ensure successful achievement of strategic priorities including financial, operational and clinical outcomes.
1.4	<b>OPERATIONAL MANAGEMENT:</b> Ensures qualified, competent coordinators and staff for the H&V APP Program. Works directly with the H&V APP managers and team leads to maintain: proper levels, competency and flexibility of staff; monitor and evaluate staff performance; and compliance with departmental, hospital and regulatory policies and procedures.
1.5	<b>FISCAL MANAGEMENT:</b> Directs the development and administration of the budget for the H&V APP Program in all practice locations. Provides direction for the delivery of cost effective, quality patient care based on established regulatory, professional and organizational standards within the context of the operating vision. Recommends and monitors resource needs and allocation based on volumes, acuity, productivity standards, program development and expansions, and organizational goals and objectives. Reviews financial and operational data evaluating quality of service, workload, revenue and expenses. Reports variances and takes corrective action as appropriate.
1.6	<b>PERFORMANCE IMPROVEMENT:</b> Coordinates operations emphasizing consistency and implementation of evidenced based standards of care and encouraging clinical and administrative best practices are communicated, implemented and monitored in all practice areas. Leads and/or participates in performance improvement and quality improvement activities that align with H&V Service Line and Organization to improve clinical and operational outcomes. Ensures survey readiness for accreditation surveys such as the Joint Commission that measure quality and all services and operations are regularly assessed for improvement opportunities.
1.7	<b>ORGANIZATIONAL INTEGRATION:</b> Serves as the Heart and Vascular Epic Super User and IT liaison. Participates on committees related to Heart & Vascular Services to include: Department of Cardiology, Invasive Cardiology, Cardiovascular Service Line, Vascular Service Line, Chest Pain/STEMI, NCHV Leadership, NCHV QACC, HCS H&V Quality, UNC REX H&V Value Stream Leadership Team, HCS Training, HCS Strategic Planning; and other organizational or Healthcare System committees as assigned.
1.8	<b>CLINICAL COMPETENCE:</b> Maintains clinical competence as a Heart & Vascular Nurse Practitioner - Adv Practice Provider for the Inpatient (All levels of acuity to include ICU, ED, Tele, and Acute Routine) and Outpatient practice locations. Maintain credentials and privileges with UNC REX Healthcare Medical Staff Office. As required by licensing body and medical staff bylaws: participates in continuing education and/or continuing medical education , maintains current licensure with N.C. Board of Nursing, current DEA licensure, and current BLS & ACLS. Complies with departmental, hospital and regulatory policies and procedures.

Job Standards		Weight
2.	Director Department of Advanced Practice (APP) Providers UNC REX Healthcare Duties and Responsibilities	20.0%

Essential Duties and Responsibilities	
2.1	STRATEGIC PLANNING AND PROGRAM DEVELOPMENT: Develops, directs and leads the Advanced Practice Provider Program for UNC REX Healthcare through cooperative relationships and collaboration with Service Line Department Directors; reporting to UNC REX CMO and CNO. In conjunction with APP Advisory Council, APP Steering Committee, and Physician Leadership will develop goals and objectives for the Department of Advanced Practice Providers which are consistent with the philosophy, goals and objectives of the organization to ensure successful achievement of strategic priorities including financial, operational and clinical outcomes.
2.2	OPERATIONAL AND FISCAL MANAGEMENT: Works directly with the Service Line Directors, Managers, Team Leads and Corporate Finance to maintain: proper levels, competency and flexibility of staff; monitor and evaluate staff performance; and compliance with departmental, hospital and regulatory policies and procedures. Provides direction for the delivery of cost effective, quality patient care based on established regulatory, professional and organizational standards within the context of the operating vision.
2.3	PERFORMANCE IMPROVEMENT: Coordinates operations emphasizing consistency and implementation of evidenced based standards of care and encouraging clinical and administrative best practices are communicated, implemented and monitored in all practice areas. Project and areas of focus for the Department of APP include: onboarding and orientation, job descriptions, collaborative practice agreement, delineation of privileges, education, APP Shared Governance, APP productivity, and APP bonus proposal. Work with Performance Improvement Department to identify and recommend APPs from across all Service Lines to participate on PI teams and projects.
2.4	ORGANIZATIONAL AND HEALTH CARE SYSTEM INTEGRATION: Responsible for identifying and appointing APPs from amongst the organizational Service Lines to serve as the APP representatives on Medical Staff Committees and other multidisciplinary team meetings. Participates on organizational and Medical Staff Committees to include: Provider Clinical IT, Pharmacy & Therapeutics, Medical Staff Peer Review Committee, and Patient Care Services Directors Meeting. Serves on the Health Care System Epic Provider Leader Committee for Inpatient and Ambulatory; Chair of the Health Care System Clinical Decision Support Group Meeting.

**ORG STANDARDS**

Total Weight 10%

Job Standards		Weight
1.	Employee Organizational Standards	10.00%

Essential Duties and Responsibilities	
1.1	COMMUNICATION: Uses appropriate methods to clearly convey information to others in an engaging way, which helps others understand and retain the message.
1.2	COLLABORATION: Works with others respectfully and openly; provides help to achieve shared goals.
1.3	SERVICE: Anticipates and meets or exceeds all patient/customer needs and pro-actively takes responsibility for ensuring their quality care experiences. All co-workers will be held to standards and behaviors guided by the UNCHCS Service Framework.
1.4	SAFETY: Meets or exceeds patient and co-worker safety requirements while promoting and achieving quality outcomes.
1.5	ACCOUNTABILITY: Takes ownership for goals and outcomes; effectively and efficiently uses available resources to successfully complete tasks.
1.6	IMPROVEMENT: Identifies opportunities and takes action to continuously improve processes. Maintains effectiveness and flexibility during change.

**MANAGEMENT DUTIES JOB STANDARDS**

Total Weight 40%

Job Standards		Weight
1.	Leader Standards	40%

Essential Duties and Responsibilities	
1.1	LEADING SELF AND OTHERS: Builds and maintains relationships that are anchored in trust and shared decision making. Leads self and others to grow.
1.2	LEADING QUALITY & SERVICE: Continuously ensures exceptional quality and service for all. Where applicable, all Leaders will be held to standards and behaviors guided by the UNCHCS Service Framework - Carolina Care.
1.3	LEADING BUSINESS STRATEGY: Leads self and others to take ownership for goals and outcomes; effectively and efficiently uses available resources.

1.4	LEADING FOR ACCOUNTABILITY & RESULTS: Leads self and others to take ownership for goals and outcomes; effectively and efficiently uses available resources.
1.5	LEADING IMPROVEMENT: Leads continuous improvement by using innovation, creative problem solving and proven change management principles.

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