

**TITLE:** Infection Prevention/Patient Safety Specialist

**DATE:** October 2018

**CLASSIFICATION:** Exempt

**DEPARTMENT:** Partnership for Health & Accountability

**SUMMARY:**

The Infection Prevention / Patient Safety Specialist (IP/PS) leads the efforts within the Georgia Hospital Association relating to increasing hospitals' knowledge and implementation of Infection Prevention practices that lead to increased Patient Safety/Quality outcomes. The IP/PS provides expertise and assistance to hospital infection preventionists and other staff especially in the area related to infection prevention to enhance patient safety and quality. They will also participate as required to help coach, educate and/or collaborate on all patient safety and quality initiatives internally and externally.

The IP/PS leads professional multi-disciplinary teams within the Georgia Hospital Association relating to quality and patient safety in the areas of infection prevention and staff engagement in healthcare.

**ESSENTIAL FUNCTIONS:**

In order to further the organization's mission, the position works directly with the Georgia Hospital Association members, national and state health representatives such as the Center for Disease Control and Prevention, Georgia Department of Public Health, Georgia APIC chapters, Georgia Infection Prevention Network, Georgia Immunization Coalition and community and business leaders. The IP/PS provides support for overall organizational performance related to infection prevention and staff engagement programs.

**Essential functions related to infection prevention include:**

- Collaborate with key internal and external stakeholders to infuse sustainability and provide tools related to infection prevention, transparency, and culture of safety;
- Develop educational opportunities and facilitate member collaboratives that focus on preventing infections and improving the quality and safety of healthcare delivery;
- Provide consultation services to member hospitals to enhance and expand quality/ patient safety, focusing on infection prevention;

- Use data from internal and external resources such as the Georgia Discharge Data System, the CDC National Healthcare Safety Network (NHSN), Agency for Healthcare Research and Quality, The Joint Commission, and Centers for Medicare and Medicaid Services to drive improvement;
- Develop professional relationships and serve as a liaison to members to enhance an understanding of infection prevention;
- Systematically cultivates and maintains long-term, collaborative relationship with key stakeholders and with selected organizations to achieve mutual goals;
- Keeps up to date on issues affecting the Healthcare sector and develops strategies to address these issues;
- Acts as a representative and ambassador to the local community and nationally to promote positive relationships and strong partnerships for the benefit of the organization;
- Ensures deliverables are met in targeted areas;
- Guide the development of innovative initiatives to enhance internal, hospital and external partners' efficiency and effectiveness; and
- Performs other related duties as assigned. Such duties do not normally change the level of the job.

**Essential functions related to staff engagement include:**

- Collaborate with key internal and external stakeholders and provide tools related to staff engagement;
- Develop educational opportunities and facilitate member collaboratives that focus on engaging staff;
- Systematically cultivates and maintains long-term, collaborative relationship with key stakeholders.

**EDUCATION AND EXPERIENCE REQUIREMENTS:**

- Bachelor's Degree in a clinical or health-related program is required. Masters of Science degree in related health field preferred.
- Minimum of three years direct experience in patient safety or clinical performance improvement required.
- Certification in Infection Control (CIC) required within two (2) years of employment.
- Knowledge and experience in large-scale initiatives involving significant resources, including financials, and involving diverse stakeholder groups.

**KNOWLEDGE & SKILL:**

- Demonstrates the ability to lead and motivate groups and individuals, think creatively and strategically to successfully collaborate with individuals and groups internally and externally;
- Experience in training and education required, including advanced knowledge of organizational safety culture, leadership, communication, teamwork, and performance measurement in hospital setting;
- Ability to set priorities and handle multiple, sometimes competing, tasks and projects;
- Must be organized, analytical, and efficient with strong data analysis, writing, and verbal communication skills, as well as public speaking;
- Ability to work independently with little supervision; and
- Ability to use all Microsoft Office software and have in-depth knowledge of Word, Access, Excel, and PowerPoint.

EOE/M/F/Vet/Disabled

**DISCLAIMER:**

This job description indicates the general nature and level of work expected of the incumbent. It is designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.