

Western RETAC CQI Coordinator Job Description.

The CQI coordinator serves as a liaison between the medical directors, prehospital providers and facilities providing emergency medical services within the region with the goal of improving the quality of that care uniformly across the 6 counties of the Western RETAC.

Responsibilities include:

1. With the assistance of the RMDs, will be the primary individual in charge of establishing and supervising a regional Continuous Quality Improvement (CQI) program.
2. Will be the primary individual in charge of collating all charts that meet QI flags, reviewing those calls, providing a CQI level and presenting those calls a monthly regional CQI meetings
3. Will be in charge of running monthly CQI meetings over Zoom platform. Will be responsible for invites, agenda, presenting cases, managing the “waiting room” on the platform and ensuring appropriate follow-up on cases.
4. Engage in outreach efforts for Continuing Education (CE) based on findings of CQI review process. Work collaboratively to ensure delivery of CE to entire region including most rural areas.
5. In addition to developing a regional CQI program, will work with local Medical Directors to ensure ongoing internal continuous quality improvement program for each EMS service agency exist. These should encompass appropriate protocols and standing orders, provisions for medical care audits, observations, assessments, primary and continuous medical education, and direct supervisory communications.
6. When requested by agency leadership, may support new EMS providers (or those upping their certification level) with directed coaching and feedback.
7. Work with local hospitals to follow up on EMS patients, deliver feedback and identify areas for improved collaboration.
8. Work closely with education centers in the region to improve local educational offerings.
9. Assist with recruitment and retention strategies across the region.
10. Have a general understanding of the waiver process and be able to help agencies apply, monitor, and renew waivers.
11. Contribute to the creation and upkeep of regional and/or local protocols or extended care supplements as needed.

Educational Requirements and Qualifications:

1. Active Colorado or NREMT Paramedic Certification
2. Critical Care paramedic endorsement strongly preferred
3. CPR, ACLS and PALS certifications
4. Have at least 5 years' experience as an EMS provider.

Knowledge and Skills:

1. Working knowledge of local, state and federal laws regarding the regulation of emergency medical services.
2. Extensive experience working in the prehospital setting. Strong preference will be given to applicants with agency leadership and QA/QI experience within that role.
3. Strong written and verbal communication skills
4. Facile with the use of online communication platforms such as Zoom. As well as the ability to easily learn a variety of EMS data platforms like image trend and bio spatial.
5. Personal traits including tact, resourcefulness, sound judgement and empathy which are needed to interface with a wide range of providers while discussing stressful patient care decisions.

Hours:

20 hours/ week

Compensation:

Commensurate with experience: 40,000-50,000/year.

This is independent contractor position for services only. No employee benefits or packages are provided.

Reports to:

RMDs of the WRETAC and will need to conduct regular meetings to ensure that duties and contractual obligations are being fulfilled. Must also have the ability to work closely with executive director of the WRETAC and other regional stakeholders.

To Apply:

Please submit a CV and cover letter to: ross.orpet.mdmd@gmail.com

Application is open until filled.