

CENTRAL MONTANA MEDICAL CENTER
POSITION DESCRIPTION

Position Title	Lead Cardiopulmonary Rehab Clinical Exercise Specialist/ Fitness Center Supervisor	Grade	
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Department	Cardiopulmonary Rehab/Fitness Center	Exempt	
Immediate Supervisor	Cardiopulmonary Rehab Manager	Non-exempt	X
Supervisor next in line	CCO	Workweek	Up to 40

POSITION SUMMARY

Position is responsible for assisting with treatment and works as part of the Cardiopulmonary Rehab team in the care of the Cardiac and Pulmonary patient. Closely works with cardiac and pulmonary rehab staff including the staff RN to develop treatment plans and care out the plan of care. Assist with the education of this patient population including exercise, wt. lifting, nutrition, stress reduction, and improving overall health. Also participates in programs that are within the cardiac and pulmonary rehab program including Diabetes Prevention Program and direct the Fall prevention program. This position responsible for overseeing and scheduling the Fitness Center Staff. See to the provision and documentation of routine maintenance on all cardiovascular and resistance training equipment as needed in coordination with the Cardiac rehab manager. Designs, implements and modifies exercise programs to meet the needs of healthy groups or individuals including CMMC employees under the wellness programs. Serves all populations as needed (adolescent, adult and geriatric). Completes data entry and some clerical tasks as assigned.

Continued employment and raises in this position are dependent upon Central Montana Medical Center's fiscal viability and:

- Actions and communications that contribute to a team concept and create a **positive** environment for **all** customers
- Acceptable performance of essential and all job duties
- Acceptable attendance record
- Accountability for safety to self, patients, visitors and all customers, and care of equipment and building
- Adherence to departmental and facility policies and procedures, education requirements, compliance monitoring and reporting, and CMMC Code of Conduct
- Accountability for the consequences of own actions
- Physical and emotional ability to perform essential functions
- Acceptable background investigation results if required for position

Minimum Education, Experience, Licensure, Certification required:

B.S. in an exercise related field preferred,
CPR Certification
First aid experience
Experience with supervisory duties as well as wellness programs preferred.
Basic Telemetry preferred or will complete a basic telemetry class when offered by CMMC

ESSENTIAL FUNCTIONS/DUTIES:

(Must be able to perform with or without accommodation)

- 1 Administer exercise protocols for widely diverse Sports Medicine, medical and general population. Must have understanding of exercise and its effects on the body.
- 2 A working knowledge of the applications of strength and conditioning applied to athletes of all ages.
- 3 Must demonstrate an understanding of sports related injuries and basic treatment protocols.
- 4 Working knowledge of all exercise equipment, and proper set-up (seat adjustments, intensity, etc.) and basic maintenance procedures.

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5	Services all populations, as needed (adolescence, adult, and geriatric) and an understanding of the needs of the population related to exercise and conditioning strategies.
6	Supports and demonstrates Central Montana Medical Center's Vision, Mission and Values Statements and is compliant with CMMC protocols and procedures for cardiopulmonary rehab under the direction of the coordinator.
7	Properly assesses vital signs of cardiopulmonary rehab patients: blood pressure technique, pulse oximeter use and scale.
8	Maintains documentation and meets requirements for Quality Assurance/Improvement.
9	Completes employee evaluations on time, offers guidance for professional growth when/where appropriate.
10	Recognizes situations requiring RN and/or MD notifications.
11	Demonstrates working knowledge of 6 minute walk test, rating of perceived exertion, and assist in data entry for data management.
12	Participates in meetings and events as required or requested.
13	Develops and demonstrates effective communication tools to disseminate information and to interact with department's and organization's staff.
14	Other duties as assigned.

Knowledge, Skills, Abilities:

Basic knowledge of the cardiovascular and pulmonary systems and normal exercise response
 Basic nutrition
 Fitness group class background, ie bootcamp, circuit training
 Up to date **knowledge** of sports medicine field.
 CPR
 First aid background

OCCUPATIONAL EXPOSURE for this position:

	Category I	Direct contact with blood or other bodily fluid to which universal precautions apply
X	Category II	Activity performed without blood/bodily fluids exposure, but exposure may occur in emergency
	Category III	Task/activity does not ordinarily entail predictable exposure to blood/bodily fluids

OTHER EXPOSURE for this position:

	Radiation	
	Noise	
	Other (Specify)	

PHYSICAL DEMANDS:
(Essential functions strength rating for position - see Job Analysis)

	Sedentary	Exert up to 10# occasionally or negligible force frequently
	Light	Exert up to 20# occasionally, < 10# frequently or negligible force constantly
X	Medium	Exert up to 50# occasionally, up to 25# or up to 10# constantly
	Heavy	Exert up to 100# occasionally, up to 50# frequently or up to 20# constantly
	Very Heavy	Exert > 100# occasionally, > 50# frequently or > 20# constantly

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I HAVE READ AND UNDERSTAND THIS POSITION/JOB DESCRIPTION, AND HAVE BEEN PROVIDED THE OPPORTUNITY TO ASK QUESTIONS AND RECEIVE APPROPRIATE ANSWERS. I ALSO UNDERSTAND THAT REASSESSMENT OF ABILITIES TO MEET POSITION REQUIREMENTS MAY BE PERIODICALLY REEVALUATED.

Employee's Signature	Supervisor's Signature	Date