**SAMPLE Pediatric Emergency Care Coordinator Job Description**

PURPOSE:

Establishing a Pediatric Emergency Care Coordinator (PECC) is the single most important step for enhancing pediatric emergency care in your department.

The main requirement for someone interested in this role is simply having some passion around improving pediatric emergency care. While having some “expertise” in pediatric care is always great, it is not an initial requirement for this role.

The PECC roles are adapted from the National Pediatric Readiness Project. For more information, visit https://emscimprovement.center/

The Institute of Medicine (IOM) made a recommendation for regionalized systems of care and further recommended that EMS systems appoint qualified coordinators for pediatric emergency care. Departments that have these positions tend to be more prepared to properly care for pediatric emergencies.

QUALIFICATIONS:

1. May be any level EMS provider, RN or PA/NP/DO/MD.
2. Has a specific interest in enhancing delivery of pediatric emergency care.
3. Maintains competency in pediatric emergency care.
4. Is committed to spending time (at least 4 hours/month) to work in the PECC role. Specific time commitment to be determined in discussion with leadership.

RESPONSIBILITIES:

1. Promotes skill and knowledge in the emergency care and resuscitation of infants and children for EMS providers.
2. Serves as a resource when questions arise related to pediatric care.
3. Establish educational programs / training for EMS providers.
4. Create pediatric quality improvement and pediatric patient safety initiatives.
5. Review and if needed, improve equipment, supplies and medications related to pediatric care.
6. Establish pediatric injury and illness prevention initiatives.
7. Work collaboratively with the Maine State EMS-C program to improve pediatric care.
8. Serve as liaison to appropriate hospital pediatric care committees and other providers of pediatric care in the community.
9. Interact collaboratively with emergency department personnel to enhance pediatric care.
10. Create or improve departmental pediatric disaster preparedness.