



Medical Operations

Position Profile: Clinical Education Manager

Version: Original 12/9/2019

Revision 01:

Revision 02:

Revision 03:

Revision 04:

Position Title: Clinical Education Manager
Reports to: Director of Education and CQI
Direct Reports: Clinical Base Educators
FLSA Classification: Salary/Exempt

Position Overview: The Clinical Education Manager will, under the direction and vision of the Director of Education and CQI, be responsible to uphold and maintain the clinical mission and vision of Mercy Flight Inc. outlined in the Medical Operations Manual and all other applicable company manuals at all times. The Clinical Education Manager must be clinically proficient, administratively competent, and of strong positive moral and ethical character. They must at all times set an excellent example of being a positive role model for clinical staff members and promote clinical excellence.

Duties:

1. Maintains all requirements and functions as a full time Clinical Flight Crew member on the air medical transport team.
2. Responsible for maintaining the clinical standard and serving as an example of excellent clinical performance for their fellow medical crew members.
3. Acts as a clinical resource for fellow medical crew members to enhance clinical performance and maintain the highest levels of clinical quality within the Mercy Flight Inc. program.
4. Supervises and ensures completion of assigned clinical education and training as directed by the Director of Education and CQI.
5. Participates/ instructs medical flight crew quarterly education and training.
6. Participates in the flight crew candidate interview process and makes recommendations regarding employment and selection of flight crew candidates.
7. Participates/ instructs the new hire medical flight crew orientation training as directed by the Director of Education and CQI.
8. Participates in the medical directors meeting and offers insight and opinions as to the clinical education and performance of Mercy Flight Inc. clinical staff.
9. Maintains knowledge of current industry evidence based best practices for clinical development.
10. Participates as member of the Clinical Education and/or Clinical Standards Committees and attends all committee meetings as assigned by the Director of Education and CQI and Director of Medical Operations.
11. Works collaboratively with the Director of Education and CQI to review, design, and develop effective clinical training to enhance the clinical capabilities of the medical crew members of Mercy Flight Inc.
12. Participates in generating clinical performance improvement plans for medical crew members.
13. Participates in the clinical CQI process as directed by the Director of Education and CQI.
14. Performs any additionally assigned duties as requested or instructed by the Director of Education and CQI.
15. Performs duties as a Flight Nurse and/or Flight Paramedic in order to meet minimum shift requirements or when needed or called upon to operate as a member of the air medical transport team.
16. Maintains all standards and requirements for flight duty status.

Position Prerequisites:

1. Minimum 3 years Air Medical experience as Flight Nurse or Flight Paramedic.
2. Minimum 6 years experience as a Paramedic or Registered Nurse.
3. Minimum of Associate Degree in healthcare related field.
4. Minimum of at least 200 hours of instructor time in healthcare related field
5. Current active status as NYS Paramedic or Registered Nurse.
6. Current certification as FP-C, CCP-C, CCRN, or CFRN
7. Current in all required medical flight crew member certifications (CPR, ACLS, PALS, NRP, ITLS)
8. Current relevant experience in medical education/instruction.
9. Preferred to hold Instructor status in CPR, ACLS, PALS, ITLS (required within two years)
10. Preferred to hold Pennsylvania required certifications (EMTP or RN, PHRN; required within one year).