Appendix D – SAMPLE: Position Description for a Nurse Completing the WTA Program

Title: Nurse Graduate of the WTA Program

Department: Nursing

Responsible to: Director of Nursing

Minimum Job Qualifications:
- Current licensure (as LPN/LVN or as RN)
- 2 years’ nursing experience
- Strong interpersonal skills
- Satisfactory completion of the WOCN Society’s Wound Treatment Associate (WTA) Education Program

General Functions:
Under the direction of an Advanced Practice WOC Nurse, specialty WOC nurse, and/or MD, the Wound Treatment Associate is responsible for provision of routine skin care, identification of patients at risk for pressure ulcer development, implementation of prevention protocols for patients at risk for pressure ulcer development, and assisting with the provision of comprehensive wound care and monitoring for patients with skin tears, incontinence-associated dermatitis, dehisced incisions, pressure ulcers, and lower extremity ulcers.

Note: Each nurse is accountable for practicing in accordance with the specific requirements of the licensing boards in the state(s) in which he or she practices. Job titles and specific role functions are determined by the employing organization and should be consistent with state board of nursing licensing regulations and requirements.

Specific Responsibilities:
1. Collaborates with other team members to provide routine care that keeps skin healthy.
2. Collaborates with other team members to identify patients at risk for pressure ulcer development and to provide appropriate preventive care using established protocols.
3. Identifies patient at risk for skin tears and for incontinence associated dermatitis and initiates appropriate preventive care.
4. Collaborates with other team members to identify and address causative and contributing factors to skin breakdown.
5. Collaborates with other team members to assess and address systemic factors affecting wound healing.
6. Collaborates with other team members to provide ongoing and comprehensive assessment and documentation of wound status and progress in wound healing.
7. Collaborates with other team members to select appropriate dressings and to maintain a physiologic environment for wound healing.
8. Identifies patients who require referral to a wound specialist, vascular surgeon, or other specialist for any of the following issues: evaluation for deterioration or failure to progress;
management of closed wound edges (epibole); instrumental debridement of necrotic tissue; differential assessment and management of lower extremity ulcers.

9. Performs the following procedures when ordered and appropriate:
   - Applies compression wraps.
   - Measures ankle brachial index (ABI).
   - Obtains swab wound cultures.

10. Provides or assists with appropriate education regarding skin and wound care to patients, families, and staff.
11. Collaborates with other team members to maintain an appropriate inventory of products for skin and wound care.
12. Participates in quality improvement programs.