

	POLICY: SOAR - Clinical Ladder for Respiratory Therapist
Department: IFMC Respiratory Care Services	Key Words:
Unit:	
Policy Manual:	
Original Policy Date:	Revised Date: 11/2015
Approved by: System Respiratory, Compensation and Human Resources	

I. Purpose

The Inova Health System Superior Opportunity Advancement in Respiratory Care (SOAR) program is designed to recognize and reward excellence in Respiratory Care clinical practice, leadership, professional growth, and contributions to the organization. The program provides a progressive career pathway for voluntary advancement.

The following criteria must be met:

- ✓ Must be a RT
- ✓ Full time or Part time
- ✓ PRN employees are eligible (> 600 hrs.).
- ✓ Must not be in any positive discipline process. Individual cases (only verbal stage) may be considered at the discretion of the Director/Manager or designee.
- ✓ Performance appraisal at present level is rated competent or above in each performance standard listed on the current job profile.
- ✓ Must complete RT levels in sequence.
- ✓ Candidates with CRT credential are eligible for RT II advancement only if candidate has 10 years prior clinical experience.
- ✓ Must be current in all required operating unit, job specific requirements and unit specific competencies (Respiratory Therapist license, CPR, TB testing, etc.).

II. Applies to

To all Respiratory Therapist in the Inova Health System

III. Definition of Terms

Special Project	Any project assigned by the Operating Unit Leadership that is outside the normal working assignment.
Lecture	Formalized presentations intended to present information or teach others about a respiratory related topic or departmental subject. Lectures are used to convey critical information.
Preceptor	Individual who provides feedback and mentoring to individuals in orientation/training. These individuals are expected to complete a formalized preceptor training.
Professional Membership	Active membership in a professional organization associated with the operational goals of the Operating Unit's Department.
QI/PI Project	A program for the systematic monitoring and evaluation of the various aspects of a project, service, or facility to ensure that standards of quality are being met
Committee	A chartered committee established and endorsed by the Operation Unit's department leadership which supports specific goals or charters. Appropriate attendance on these committees are established by each department
Lean Methodology (A3)	A systematic method for the elimination of waste within a process or system.
Specialized Skill	Requiring or involving detailed and specific knowledge or training required by the Operating Unit's department. For example, this may consist of cross-trained individuals who can function outside of expected role(s) in performing skills designated by each Operating Unit's department.

IV. Procedure

Considerations Prior to Application

- **Review the job description and performance appraisal standards for the level of the application to determine qualifications.**
- Meet with the Director/Manager or designee prior to the application to clarify and discuss the application process and to identify professional goals.
- Some of the key components of Clinical Ladder progression (refer to job description for more details)

Application Process

1. Complete the application process established by your department/operating unit.
2. Submit your application to the appropriate department leader for consideration by committee.
3. An application may be submitted at any time, but only one application will be accepted every six (6) months.
4. Applications will be reviewed and dated by the Director/Manager or designee and forwarded to the Operating Unit Clinical Ladder Council within 30 days.
5. Applications will be reviewed for acceptance/rejection by the Operating Unit Clinical Ladder Committee and will notify applicant within 30 days. The committee composition is determined at each Operating Unit.
6. The applicant will receive a written response on the committee's decision within 30 days of review.

Maintenance

- To maintain the level, the candidate will meet each performance standard on the annual performance appraisal at a 3 (competent) or above and meet the continuing education hours required by the level, determined and endorsed by the Director/Manager or designee. ***At IFMC: One must maintain competency in cross trained areas by working 2 shifts within 6 months.***
- In the event that the Respiratory Therapist is not meeting the requirements of the performance appraisal, the Director/Manager or designee will work with the employee to develop an action plan to maintain their level.

RT IV

Possess advanced assessment and therapeutic skills in one core area, with additional competencies in other areas of department operations.

Core Requirements

- RRT
- Bachelor's Degree (in a related field or life sciences) or **One advanced Credentials (ACCS, NPS, AEC, RPFT, CPFT or SDS)**
- Two of the following Certifications (ACLS, PALS or NRP)
- 5 years critical care experience or relevant experience functioning in specialized skill setting
- **16 CEU's per year**
- Relief Charge **or** the ability to function competently in additional areas of department operations. **Note at IFMC: Adult Inpatient RTs needs to be able to cross function competently in the Outpatient, NICU or PICU care setting. The Pediatric Inpatient RT needs to be able to cross function in the Outpatient care setting, IMC and in one of the Adult Critical Care Units. The Outpatient RT must be able to cross function in any of the Inpatient Intermediate Care Units or be cross functioning in another outpatient care setting.**
- Preceptor

Electives (4 electives needed - at least one required from clinical or quality electives)

- Clinical Electives
 - ✓ Preceptor
 - ✓ Lecture or Workshop
 - ✓ Super User
 - ✓ Special Project
- Quality Electives
 - ✓ Leads one QI/PI Project using Lean Methodology (A³)
 - ✓ Leads Committee (Department, Operating Unit or System)
 - ✓ Professional Membership

RT III	<p>Possess advanced assessment and therapeutic skills in one core area, and may have additional competencies in other areas of department operations.</p> <p>Core Requirements</p> <ul style="list-style-type: none"> • RRT • 2 years critical care experience • One of the following Certifications: ACLS, PALS or NRP • One of the following: <ul style="list-style-type: none"> ○ Additional Certification (ACLS, PALS or NRP) ○ Advanced Credential (ACCS, NPS, AEC, RPFT, CPFT or SDS) ○ Bachelor's Degree (in a related field or life sciences) • 16 CEU's per year <p>Electives (3 from the following electives)</p> <ul style="list-style-type: none"> • Clinical Electives <ul style="list-style-type: none"> ✓ Relief Charge ✓ Preceptor ✓ Lecture ✓ Super User ✓ Special Project or Workshop ✓ Specialized Skill • Quality Electives <ul style="list-style-type: none"> ✓ Active participation on 2 QI/PI Projects using Lean Methodology (A³) or may lead one QI/PI project ✓ Active participation on Committee (Department, Operating Unit or System) ✓ Professional Membership
RT II	<p>Advanced assessment and therapeutic skills in one core area</p> <p>Core Requirements</p> <ul style="list-style-type: none"> • RRT (CRT >10 years of Critical Care Experience) • Minimum 6 months critical care experience or 1 year of specialized training in advanced diagnostics or other department operations • One of the following Certifications: ACLS, PALS or NRP • 1 Special Project • 12 CEU's per year
RT I	<p>Basic assessment and therapeutic skills</p> <p>Core Requirements</p> <ul style="list-style-type: none"> • 8 CEUs per year