# InnovAge_WithTag_3rgb.jpg

# JOB DESCRIPTION

**Job Title**: Clinical Exercise Specialist (CES)

**FLSA Exemption Status:** Non-Exempt

**State/Business Line Specific:** PACE

**Reports to:** Clinical Exercise Services Manager

**Supervises:** N/A

**Job Summary**

Under the direction of the Clinical Exercises Services Manager, the Clinical Exercise Specialist (CES) formulates and implements clinical exercise prescription for frail and chronically ill seniors with the goals of chronic disease management, fall prevention, and protracted independence. This position reports directly to the Clinical Exercise Services Manager and in collaboration with primary care creates programs and assists participants in managing chronic illnesses such as pulmonary, cardiac, cognitive, and metabolic disorders through physiological adaptations induced by cardiovascular exercise. The CES will also work with rehabilitation services to improve overall muscle strength and endurance to improve functional capacity in ADLs and reduce the risk of falls in the participant population.

**Essential Functions and Work Responsibilities**

**Functional Category: Client Care**

**Estimated Percent of time Spent – 80%**

* Maintains general awareness chronic illnesses such as pulmonary, cardiac, cognitive, and metabolic
* Maintains and uses up to date and comprehensive knowledge of risk stratification, exercise prescription, exercise testing procedures / interpretation and contraindications to exercise for moderate to high risk special populations.
* Maintains and uses general knowledge on pharmaceutical interventions for chronic illness and their effect on physiological responses to exercise in providing treatment to participants
* Maintains basic understanding of physical and occupational therapy techniques
* Designs and implements progressive exercise programming focused on functional strength, muscle endurance, and balance
* Provide ongoing motivation and support to participants to encourage protracted adherence to written exercise orders
* Monitor and interprets vital measurements pre, intra, and post exercise for participants
* Conducts weekly group exercise sessions for apparently healthy individuals to promote overall wellness in the participant population
* Make outside visits when necessary, in order to provide services to the entire participant population
* Actively participates as a member of the interdisciplinary team
* Provides guidance to staff and team members that is consistent with both Colorado law and company policy.

**Functional Category: Administrative Support**

**Estimated Percent of time Spent – 20%**

* Maintains current documentation of participant progress/retrogression and communicates pertinent information to physicians and therapist
* Provides clinical oversight and guidance to Exercise Specialists
* Performs data collects and presents findings to team and management staff

**Qualifications**

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions*

**REQUIRED**

Education

* Bachelor’s degree from an accredited degree program in Exercise Science, Exercise Physiology, or Kinesiology

Licensure, Certification, Registration or Designation

* American College of Sports Medicine Clinical Exercise Physiologist (ACSM-CEP) or ACE Medical Exercise Specialist certification within 6 months of hire
* Current CPR or BLS

Work Experience and Qualifications

* A minimum of one year experience working with the frail or elderly is required.

A minimum of one year direct care rehabilitation experience and general knowledge on pharmaceutical interventions for chronic illness and their effect on physiological responses to exercise

* Basic understanding of physical and occupational therapy techniques

**PREFERRED**

Education

* M.S. Clinical Exercise Physiology

Work Experience and Qualifications

* Two (2) years’ experience supervising exercise sessions with the frail and elderly in individual and group settings, preferred.

Licensure, Certification, Registration or Designation

* ACSM Exercise is Medicine credentials and/or other exercise credentials emphasizing special populations

**Other Knowledge Skills and Abilities Required**

*Computer Skills*

* Must be computer proficient and possess experience with Microsoft Word, Excel, and Outlook.
* Must be able to quickly learn specific software and new applications.

*Mathematical/Financial Skills*

* Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
* Able to analyze data and statistics and draw reasonable conclusions and compile accurate reports.
* Experience with P/L and developing and managing budgets.

*Language Skills*

* Ability to read, analyze and interpret regulations and other documents.
* Strong interpersonal skills and ability to effectively and tactfully present information to, and communicate with, co-workers, employees, and others.
* Possess exceptional English written and verbal communication skills, including accurate grammar and business correspondence knowledge.
* Ability to read and write memos, reports, and correspondence that conform to prescribed style and format.

*Reasoning Ability*

* Ability to define problems collects data, establish facts, and draw valid conclusions.

*Other Skills and Abilities:*

* Able to establish and maintain cooperative and positive working relationships.
* Organized, detail-oriented, diplomatic, proactive, self-motivated, dependable, and driven by excellence.
* Even-tempered and able to balance multiple tasks in accordance with changing deadlines and priorities in a fast-paced environment.
* Ability to work sensitively and effectively with individuals of diverse ethnic and cultural backgrounds.

**InnovAge Service Standards Requirements**

*Safety*

* Safety- Maintains a safe work place. Reports all unsafe work conditions to supervisor and/or Safety & Loss Control Manager and works in conjunction with supervisor, Safety & Loss Control Manager, and staff to correct unsafe work conditions. Follows and enforces all safety policies.

*Accountability*

* Commitment – Commits to his/her job and to the success of the company. Continuously puts forth the effort to achieve goals and continuous quality improvement. Degree to which employee goes the extra step to ensure job/task completion. Takes initiative to offer ideas to improve processes or results.
* Cooperativeness – Consistently supports management decisions as demonstrated by his/her actions. Demonstrates a “can do” attitude by responding positively to instructions. Follows instructions and works harmoniously with others to complete the job or task.
* Attendance – Meets or exceeds punctuality and attendance expectations/requirements. Faithfully reports to work and conforms to scheduled work hours. When necessitated, follows call-in procedures and informs others of absences.

*Caring*

* Customer Service - Embraces the organization's commitment to internal and external customer service and demonstrates a customer-centric approach when interacting with co-workers, participants, clients, and all other business contacts.
* Confidentiality – Maintains confidentiality of employee, participant, and client data/information, and any other sensitive organization information as appropriate.

*Integrity*

* Adherence to Company Policy – Follows and enforces guidelines as established by policies. Conforms to company and job standards and requirements. Shows respect for others. Acts in the best interests of the company at all times. Serves as an example for others. Conducts business in an ethical fashion.
* Reliability – Completes responsibilities with minimal direct supervision. Follows through with assigned jobs and tasks all the way through completion. Puts forth the effort to achieve goals and objectives under varying circumstances.
* Alignment with Company Goals & Objectives – Supports the organization’s mission, vision, and values and holding self-accountable for applying these principles daily and personally living them when working with co‑workers, participants, clients, and all other business contacts.

*Quality*

* Quantity of Work / Productivity – Produces at a high volume. Always puts forth the effort to maximize productivity. Meets or exceeds established work deadlines. Engages in a productive work effort whenever possible. Meets goals and objectives.
* Quality of Work – Produces work that is accurate and reliable. Accomplishes work quickly and efficiently. Works in a thorough and organized manner while minimizing down time. Results are consistently within acceptable quality standards.
* Job Knowledge – Demonstrates a thorough understanding of his/her job processes and procedures. Integrates knowledge to efficiently accomplish job requirements. Efficiently uses resources (including staff and management) to obtain additional knowledge.
* Communication – Exhibits good interpersonal skills. Develops and fosters professional relationships with co-workers, participants, clients, and vendors. Keeps others informed as directed by operational demands and need-to-know. Keeps self informed of announcement made via established company venues

**Physical Demands /Work Environment**

WORKING ENVIRONMENT: Primarily works in InnovAge care facilities. The position requires the ability to travel in inclement weather in some cases and travel to other facilities.

Requires regular and consistent attendance, must consistently work the assigned scheduled shift.

PHYSICAL REQUIREMENTS:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position without compromising patient care.

**Materials, Tools Equipment, Work Aids**

May require use of wheelchair, medical equipment, gait belts, sliding board, bedside commode, shower equipment, and other work aids

**PHYSICAL DEMANDS WORK ENVIRONMENT**

|  |
| --- |
| On-the-job time is spent in the following physical activities. This job requires exposure to the following environmental conditions.  Show the amount of time by checking the appropriate boxes below. Show the amount of time by checking the appropriate boxes below. |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | None | Up to 1/3 | 1/3 to 1/2 | 1/3 and more |  |  | None | Up to 1/3 | 1/3 to 1/2 | 2/3 and more |
| Stand | ☐ | ☐ | ☐ | ☒ |  | Wet, humid conditions (non-weather) | ☐ | ☐ | ☒ | ☐ |
| Walk | ☐ | ☐ | ☐ | ☒ |  | Work near moving mechanical parts | ☐ | ☒ | ☐ | ☐ |
| Sit | ☐ | ☒ | ☐ | ☐ |  | Fumes or airborne particles | ☐ | ☒ | ☐ | ☐ |
| Talk or hear | ☐ | ☐ | ☐ | ☒ |  | Toxic or caustic chemicals | ☐ | ☒ | ☐ | ☐ |
| Use hands to finger, handle or feel | ☐ | ☐ | ☐ | ☒ |  | Outdoor weather conditions | ☐ | ☐ | ☒ | ☐ |
| Push/pull | ☐ | ☐ | ☐ | ☒ |  | Extreme cold (non-weather) | ☐ | ☒ | ☐ | ☐ |
| Stoop, kneel, crouch or crawl | ☐ | ☐ | ☐ | ☒ |  | Extreme heat (non-weather) | ☐ | ☒ | ☐ | ☐ |
| Reach with hands and arms | ☐ | ☐ | ☐ | ☒ |  | Risk of electrical shock | ☐ | ☒ | ☐ | ☐ |
| Taste or smell | ☐ | ☐ | ☒ | ☐ |  | Work with explosives | ☐ | ☒ | ☐ | ☐ |
|  |  |  |  |  |  | Risk of radiation | ☒ | ☐ | ☐ | ☐ |
|  |  |  |  |  |  | Vibration | ☐ | ☒ | ☐ | ☐ |
| This job requires that weight be lifted or force be exerted. Show how much & how often by checking the appropriate boxes below | | | | |  |  |  |  |  |  |
|  | None | Up to 1/3 | 1/3 to ½ | 2/3 and more |  | The typical noise level for the environment for the work environment is: (Check all that apply) | | | | |
| Up to 10 pounds | ☐ | ☐ | ☐ | ☒ |  | ☐ Very Quiet ☒ Loud Noise ☒ Quiet  ☒ Moderate Noise ☒ Very Loud Noise  Hearing:  ☒ Ability to hear alarms on equipment  ☒ Ability to hear patient call  ☒ Ability to hear instructions from staff | | | | |
| Up to 25 pounds | ☐ | ☐ | ☐ | ☒ |  |
| Up to 50 pounds | ☐ | ☐ | ☐ | ☒ |  |
| Up to 100 pounds | ☒ | ☐ | ☐ | ☐ |  |
| More than 100 pounds | ☒ | ☐ | ☐ | ☐ |  |

**REPETITIVE MOTION ACTIONS**

* **Number of Hours -**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **This job has special vision requirements; check all that apply** | **Repetitive use of Foot Control** | 0 | 1-2 | 3-4 | 5-6 | 7+ |
| ☒ Close vision (clear vision at 20 inches or less) | Right only | ☐ | ☐ | ☐ | ☐ | ☐ |
| ☒ Distance Vision (clear vision at 20 feet or more) | Left only | ☐ | ☐ | ☐ | ☐ | ☐ |
| ☒ Color Vision (ability to identify and distinguish colors) | Both | ☐ | ☐ | ☐ | ☐ | ☒ |
| ☒ Peripheral Vision | **Repetitive use of Hands** |  |  |  |  |  |
| ☒ Depth Perception | Right only | ☐ | ☐ | ☐ | ☐ | ☐ |
| ☒ Ability to Adjust Focus | Left only | ☐ | ☐ | ☐ | ☐ | ☐ |
| ☐ No Special Vision Requirements | Both | ☐ | ☐ | ☐ | ☐ | ☒ |
|  | **Grasping: simple/light** |  |  |  |  |  |
| **Special demands not listed:** Must be able to communicate treatment plan verbally with participants, team members and participants’ caregivers.    **Note:** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position | Right only | ☐ | ☐ | ☐ | ☐ | ☐ |
| Left only | ☐ | ☐ | ☐ | ☐ | ☐ |
| Both | ☐ | ☐ | ☐ | ☐ | ☒ |
| **Grasping: firm/heavy** |  |  |  |  |  |
| Right only | ☐ | ☐ | ☐ | ☐ | ☐ |
| Left only | ☐ | ☐ | ☐ | ☐ | ☐ |
| Both | ☐ | ☐ | ☐ | ☐ | ☒ |
| **Fine Dexterity** |  |  |  |  |  |
| Right only | ☐ | ☐ | ☐ | ☐ | ☐ |
| Left only | ☐ | ☐ | ☐ | ☐ | ☐ |
| Both | ☐ | ☐ | ☐ | ☐ | ☒ |

Pressure Factor

* Requires working under stressful conditions.
* Working conditions may be noisy and crowded, fluctuating indoor temperatures, and humidity around showers/bathrooms.
* Moderate pressure to meet transportation schedules while dealing with frail and confused participants.
* Subject to participants that may have the potential for verbal or physical aggression.
* Respond and intervene appropriately to multiple interruptions