

**Maine Medical Center
Maine Transplant Program
Policies and Procedures
RN Coordinator Roles and Scope of Practice**

Purpose: To clarify the role and scope of RN Coordinator practice within the Transplant Program

Policy: It is the Policy of the Maine Transplant Program to utilize RN Coordinators to screen, educate, and provide care and care coordination to pre and post-transplant patients, and living kidney donors.

Procedure:

1. RN Coordinators work under the clinical direction of a transplant physician at all times. Administrative direction is provided by the Transplant Director.
2. RN Coordinators operate within a MaineHealth Job Description which outlines essential functions of the role, and the knowledge, skills, and abilities needed to perform the role.
3. Pre Transplant RN Coordinators provide education, assessment, and coordination of medical and psychosocial evaluation and reevaluation.
4. Living Donor Coordinators provide education, assessment, and coordination of medical and psychosocial evaluation of candidates for living kidney donation.
5. Post-Transplant RN Coordinators provide education, triage/assessment, and coordination of post-transplant care for patients who have received a kidney transplant.
6. All RN Coordinators work within the RN scope of practice as defined by Maine Statute and Board of Nursing.
7. RN Coordinators will enter orders for testing and make medication changes under the direction of a transplant physician. All orders will be cosigned by the M.D., and noted in the Medical Record. All medication changes will be ordered by the M.D. and documented in the Medical Record.
8. Critical lab results received by the RN Coordinator will be reviewed with the transplant MD within an hour via PMD or face to face conversation with the MD in Clinic. Any orders or medication changes will be documented in the Medical Record.
9. RN Coordinators will document patient activity in the appropriate section of the Medical Record, and follow established Transplant Program Policies and Protocols including DSA Antibody and Allosure Protocol, Anemia Management Policy, Surgical Drain Protocol, Polyoma Protocol, Rejection Protocol, Ureteral Stent Policy, Immunosuppression Drug Guidelines, Process for the Evaluation of the Kidney Transplant Candidate, Multidisciplinary Patient Management, Living Donor Evaluation Protocol, and Living Donor Diabetes Screening Algorithm. All Protocols and Policies are located on the Transplant Program website.
10. RN Coordinators will participate in an annual Performance Review with the Transplant MD, who will assess clinical performance, and administrative Director.

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