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# Example of Stroke Coordinator Job Description

Our innovative and growing company is looking to fill the role of stroke coordinator. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for stroke coordinator

* Coordinates, guides and assures patients follow stroke protocols from the time of arrival to the time of discharge
* Assures continuous quality improvement through data collection, analysis and process improvement
* Identifies educational needs and collaborates with nursing management to develop and implement staff education
* Makes regular rounds on stroke patients to evaluate appropriateness of treatment plan and nursing intervention
* Coordinate and develop patient education materials that address the needs of stroke patients
* Manage the stroke database
* Collect related data with the objective of analyzing for quality measures
* Identify staff education needs and implement appropriate programs
* Delivers on-going education to employees and providers related to disease specific processes
* Serves as the Clinical Project Advisor to directors and other leadership teams

## Qualifications for stroke coordinator

* Demonstrated success in personnel management, use of control systems, integration of dissimilar functions, and ability to delegate is required
* Good computer skills and proven verbal and written skills are required
* This position also requires knowledge of EXCEL, MIDAS, PACS, Get with the Guidelines, CA Stroke Coverdell Registry
* Required – Three to five years’ experience as an RN, including recent clinical experience with neuro patients, with demonstrated leadership and management skills
* Preferred – Recent Emergency department experience and ACLS certification
* Graduate of an accredited school of nursing, prefer a Master’s of Science in Nursing degree