

## Facility Personnel Definitions

- **Facility Medical Director:** Medical Director for the dialysis unit. Responsible for the delivery of patient care and outcomes in the facility.
- **Facility Administrator (Clinic Manager)**  
Appointed individual who exercises responsibility for the management of the facility and its compliance with Network goals and activities as required by the federal Conditions for Coverage (dialysis facilities) and Conditions for Participation (transplant centers) regulations.
  - Casts the facility vote for the Network Board of Directors elections;
  - Primary contact for Network Quality Improvement Activities for the facility;
  - Default User for the ESRD Learning Management System (LMS)
  - Provides education to staff on Network security policy requirements;
  - Subscribes to the **ESRD Network Blog\*** (or designates alternate staff);
  - Default Master Account Holder (MAH) for dialysisdata.org.
- **Facility Head Nurse:** Registered Nurse who is responsible for the nursing and clinical care provided.
- **Facility Dietitian:** A registered dietitian who manages the complex nutritional status of dialysis patients (for minimum parameters please see V tag 509)
- **EQRS/Facility Data Contact(s):** Contact for the Network for completion of and questions regarding EQRS data activities.
  - At minimum, facility must have one (1) EQRS Data Contact with EQRS **Facility Editor Role**;
  - Receives EQRS clean-up emails from the Network.
- **Facility Social Worker(s):** LCSW/ASW providing social services for the dialysis unit.
- **Facility Emergency Contact and Emergency Contact Back-up:** The contact person(s) for the Network in case of a disaster. Each facility needs one primary and one backup contact on file with the Network.
- **Home Charge Nurse:** Main contact for the Network regarding Network projects and data for home modalities.
- **Transplant Coordinator:** Staff that assists patients through the transplant waitlist process.

### Additional Notes:

- *\*Sign up for our **ESRD Network blog posts** at <https://nwrnbulletins.wordpress.com> - Click on the "Follow" button in the lower right-hand corner.*
- *This update form is for **Network contact purposes only**. User accounts required by other systems (QIP POC/Viewer, EQRS Security Official, and EQRS Editor) need to be created separately, using the methods designated by those systems.*
- To make updates to any of these key positions click here: <https://esrdnetwork18.org/machform/view.php?id=46758>