

 Oroville Hospital	<b>Job Description for Endoscopic Procedural Technician</b>	Department:	<b>Ambulatory Care Services</b>
		Dept.#:	<b>7760</b>
		Last Reviewed:	
		Last Updated:	04/09/13

### **Reports To**

Nurse Manager, Ambulatory Care Services

### **Job Summary**

To provide the Endoscopic Physician with an assistant to promote optimal patient outcome with diagnostic and therapeutic procedures.

### **Patients Served**

This position is responsible for the following age groups of patients: adolescent, adult and geriatric.

### **Duties**

- Provides safe nursing care to all patients of all ages
- Assist with admissions, including information gathering, vital signs, starting IV's of Ambulatory Care Patients
- Thorough explanation of procedure, maintaining a professional atmosphere to reduce pre-procedure anxiety
- Verification of surgical or procedural consent and drug allergies prior to pre-operative medication being administered
- Under the direction of the Endoscopist Physician, assists during diagnostic and therapeutic procedures to provide optimal patient outcomes
- Recognize risk factors and complications related to Endoscopic procedures through knowledge of physical assessment
- Able to trouble shoot and resolve endoscopy equipment problems, pre, mid & post procedures
- Assist with observation of patient during and post procedure
- Cleaning and restocking of Endoscopy carts
- Knowledge of where all equipment and supplies are located in the department
- Efficient and orderly set up of and assistance with endoscopic procedures
- Responsible for transport of pathology specimens to laboratory
- Responsible for the cleaning, reprocessing of endoscopes and re-usable accessories

- Endoscopic Procedural Technician must be able to set up and assist with the following procedures:
  - Bronchoscopies, with or without Biopsies, Trans-Bronchial Needle
  - Aspirations, Bronchial Alveolar Lavage, Brushings and Lavage
  - Colonoscopy with or without Biopsies, Polypectomies
  - Gastroscopy with or without Biopsies, Polypectomies
  - Endoscopic Ultrasound
- Knowledge and use of all physician used endoscopic emergency equipment to include but not limited to Variceal Banding, Electrocutery, Thermal Probes, Injectors, Clipping Devices
- Assist whenever possible in Same Day Surgery
- Responsible for keeping equipment in excellent working condition
- Participate in unit meetings and educational activities in order to develop skills and grow in awareness
- Constant updating of skills by attending in-service classes
- Performs other duties as assigned

## **Qualifications**

### **Education & Licensure**

- Licensed vocational nurse
- Graduate of an accredited school of nursing and currently licensed in California
- Endoscopy certification preferred
- I.V. certification
- Current BLS Certification

### **Knowledge/Experience:**

- Prior Endoscopy experience preferred

### **Additional Qualifications:**

- Excellent patient care skills—must be able to assess patient's needs and use good judgment for requesting medical attention.
- Must have good communication skills.
- Must be self-motivated with the ability to assess different situations and implement suggestions or changes as needed

- Ability to maintain sensitivity and objectivity to patients, family and significant others of all ages

**Work Environment**

Work area is well lighted and ventilated. Regularly exposed to the risks of blood borne and airborne diseases. Contact with patients in a wide variety of circumstances. Exposed to noise, chemicals, communicable diseases, and hazardous materials. Wears personal protective equipment as required.

**Dress Code**

Complies with hospital and departmental dress code. Wears name badge with job title and credentials clearly visible.