

 Oroville Hospital	Job Description for Cardiology Clinical Supervisor	Department:	Cardiopulmonary
		Dept. #:	7720
		Last Updated:	7/21/08

Reports To

Director of Cardiopulmonary Services

Duties

1. Assign workload for shift
2. Assist with Quality Improvement Program (Monitoring and Reporting Indicators)
3. Oversee day-to-day operation of the shift in supervising Cardiology staff and student development
4. Ensure all physician orders are processed
5. Enhance expression and promote understanding of the mission and philosophy of the Cardiopulmonary Department and Oroville Hospital
6. Maintain optimum supervisor staff relationship and promote an environment conducive to maximizing staff image and self-respect
7. Monitor overtime and cost effective use of supplies, equipment and staff
8. Low census staff according to departmental policy
9. Act as a liaison (buffer) between technicians, technologist, nurses and physician
10. Check and order supplies

Qualifications

1. Graduate from a two year cardiovascular program or an equivalent level of education or experience
2. Certification in Basic Cardiac Life Support (CPR)
3. Must be able to maintain optimum shift supervisor relationship and respect
4. Be able to walk 4-6 hours a day
5. Must be able to lift maximum of 20 pounds
6. Must have a high degree of manual dexterity

Lifting Requirements

Sedentary- generally not more than 10 lbs. maximum and occasionally lifting and/or carrying such articles as ledgers, files and small items.