

**OROVILLE HOSPITAL
JOB DESCRIPTION**

 Oroville Hospital	Job Description for Emergency Services Technician	Department:	Emergency Services
		Dept.#:	7010
		Last Reviewed:	05/08; 08/12
		Last Updated:	

TITLE: EMERGENCY SERVICES TECHNICIAN

DEPARTMENT: Emergency Services Department

REPORTS TO: NURSE MANAGER OF EMERGENCY SERVICES

NATURE OF POSITION:

The ERT provides support to the nursing staff of the ESD to expedite care of patients of all ages.

The Tech also provides courier service and transportation of patients to and from other departments. This is a task oriented position that allows the RN maximum time for direct patient care.

II. REQUIREMENTS

A. EDUCATION:

High school graduate or its equivalent.

Preference given to applicant with medical background: CNA, EMT, etc.

B. SKILLS:

Current CPR certification required.

EMT Certification preferred.

C. PHYSICAL REQUIREMENTS:

Refer to the American Disabilities Act (ADA) for technician - Emergency Services Department.

OROVILLE HOSPITAL
STANDARDS OF PERFORMANCE

POSITION TITLE: TECHNICIAN IN THE ESD

RESPONSIBILITIES:	STANDARDS OF PERFORMANCE:
A. <u>DEMONSTRATES PROFESSIONAL RESPONSIBILITY IN THE TECHNICIAN ROLE</u>	<ol style="list-style-type: none"> 1. Complies with personnel policies. 2. Takes action based on constructive performance evaluations. 3. Maintains confidentiality when interacting with patients, families, personnel, and the public. 4. Personnel are competent in job responsibility through appropriate licensure, orientation, training, skills evaluation, annual competences and the successful completion of the annual employee evaluation. <ol style="list-style-type: none"> A. Recert CPR every two years. B. Annual employee performance evaluation. C. Arrives promptly and ready to work 95% of the time. D. Does not allow outside issues to interfere with work schedule. E. utilizes "Trade" system to cover for requested days off. F. Demonstrates reliability and flexibility with work schedule. G. Willing to work extra shifts to cover vacations, etc. H. Works eight hour shift as scheduled by department head.
B. <u>PERSONAL APPEARANCE</u>	<ol style="list-style-type: none"> 1. Clean and professional
C. <u>PATIENT CARE DUTIES</u>	<ol style="list-style-type: none"> 1. At the request of the nurse: <ol style="list-style-type: none"> A. Check vitals B. Proper application of O2 C. Flood IV tubing with appropriate solution. D. Proper application of cardiac monitor. E. Proper application of automatic B/P monitor/0-2 SAT device. F. Set up for wound care/suturing. G. Set up and flood blood warmer upon request of nurse. H. Assist with patient care (e.g. soft restraints, holding for venipuncture, positioning patient). I. Assumes role on ERT as described in P & P. J. Must appropriately document and sign all patient care given. K. Oral/Pharyngeal suctioning.

OROVILLE HOSPITAL

STANDARDS OF PERFORMANCE

POSITION TITLE: TECHNICIAN IN THE ESD

<p><u>D. LIMITATIONS</u></p> <p><u>E. POLICIES AND PROCEDURES</u></p> <p><u>F. RESPONSIBILITIES</u></p>	<ol style="list-style-type: none">1. ER Techs may NOT do the following:<ol style="list-style-type: none">A. Triage patientsB. Assess patients conditionC. Advise patientsD. Handle medicationsE. Discharge patientsF. Work outside the scope of practice as defined in their skills checklist. 1. Uses principles of body mechanics in mobilizing patient or objects.<ol style="list-style-type: none">A. Asks for help when lifting heavy patients2. Complies with policies for restraints.3. Complies with policies for electrical safety.4. Checks the emergency equipment per policy.5. Incorporates infection control principles in practice.6. Demonstrates skills related to the management of emergency situations.7. Complies with policy for cardio-pulmonary arrest.8. Complies with policy regarding risk management.<ol style="list-style-type: none">a. Demonstrates appropriate use of Incident reports 1. Stock rooms with supplies and linen at start of shift and PRN.2. Keep warmer full of blankets and IV solution.3. Transport patients to x-ray and units by wheelchair/gurney.4. Keep IV trays and dressing trays stocked.5. Clean rooms between patients:<ol style="list-style-type: none">A. Change paper/linen.B. Wipe down equipment with germicide.6. Deliver lab specimens promptly.7. Clean surgical instruments according to procedure.9. Assist with ordering supplies and putting away supplies.10. Pick up and deliver to medical records, pharmacy, etc. as required.11. Check and replace 0-2 tanks on gurneys and crash carts at beginning of shift and PRN.12. Assist with sterile procedures.13. Maintain MSDS master manuals.
---	---