

 Oroville Hospital	<b>Job Description for EKG Tech</b>	Department:	<b>Cardiopulmonary/EKG</b>
		Dept.#:	<b>7591</b>
		Last Reviewed:	05/08; 08/12
		Last Updated:	

### **Reports To**

Director Cardiopulmonary

### **Job Summary**

The EKG Tech is responsible for performing Electrocardiograms (EKG's) on adult and pediatric patients, prepares patient and performs treadmills (includes patient preparations), operates treadmill equipment using protocol specific hookup and discontinues Holter Cardiac monitor.

### **Duties**

1. Operates and maintains Holter Analyzer
2. Operates IBM computer (Hospital Information System)
3. Operates copy machine
4. Office responsibilities include; scheduling appointments, filing, computer and good customer service telephone skills
5. Cleans and maintains equipment (EKG machine, Holter cables, EEG machine and accessories)
6. Performs other duties as directed by the Cardiology Supervisor or Director of Cardiopulmonary

### **Qualifications**

1. Experience preferred but we will train.
2. Current BLS certification required
3. Graduate of a two year Cardiovascular program or equivalent combination of training is preferred
4. Certification of registration by a National Certifying Cardio-Vascular Agency is desirable
5. Must be able to communicate with patients of all ages and staff
6. Two years experience is preferred

### **Lifting Requirements**

Medium – some lifting and moving of equipment will be necessary usually less than 50 lbs. Ability to learn and demonstrate proper patient repositioning and lifting skills.