

 Oroville Hospital	Job Description for Lead Endoscopy Technician (LVN)	Department:	Ambulatory Care Services
		Dept. #:	7760
		Last Updated:	7/17/08

Reports To

Nurse Manager of Ambulatory Care Services

Job Summary

The Lead Endoscopy Technician (LVN) provides an Endoscopy assistant for total patient care and keep inventory of supplies.

Duties

1. Provides for safe patient care
2. Provides nursing care to all patients of all ages
3. Admission of patient to Endoscopy lab
4. Gathers data relevant to the patient's needs and age group
5. Thorough explanation of procedure pre-operatively
6. Verification of surgical or procedural consent and drug allergies prior to pre-operative medication being administered
7. Maintain a wholesome atmosphere through reassurance, to reduce pre-procedure anxiety
8. Recognize risk factors and complications related to Endoscopic procedures through knowledge of physical assessment
9. Constant updating of skills by attending in-service classes and visiting other Endoscopy departments
10. Cleaning and restocking of Endoscopy carts
11. Knowledge of where all equipment and supplies are located in the department
12. Efficient and orderly set up of and assistance with Endoscopic and ophthalmology procedures
13. Close observation of patient during procedure and post procedure
14. Responsible for transport of pathology specimens to laboratory
15. Total cleaning, sterilization and general care of endoscopes, forceps, snares, etc
16. Endoscopy assistant must be able to set up and assist with the following procedures:
 - a. Bronchoscopies
 - b. Colonoscopies with or without biopsies and/or polypectomies/clips
 - c. Endoscopic retrograde Cholangio-Pancreatographies

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- d. Removal of foreign bodies from esophagus
 - e. Gastroscopies with or without biopsies and/or polypectomies
 - f. Hemorrhoidal banding
 - g. Esophageal dilations:
 - i. Maloney/Hurst
 - ii. Eder Puestow
 - iii. Pneumatic
 - iv. CRE
 - v. Savory
 - h. Insertion of Blakemore tube
 - i. Sclerotherapy of esophageal Varices and bandings
 - j. Rigid Sigmoidoscopies
 - k. Flexible Sigmoidoscopies
 - l. Argon laser ophthalmology procedures
 - m. Yag laser ophthalmology procedures
17. Assist whenever possible in Same Day Surgery
18. Responsible for keeping equipment in excellent working condition
19. Participate in unit meetings and educational activities in order to develop skills and grow in awareness
20. Sends all scopes in for repair, keeps logs of expenses, and orders all Endoscopy supplies

Qualifications

1. Licensed vocational nurse a graduate of an accredited school of nursing and currently licensed in California
2. Endoscopy certification preferred
3. I.V. certification
4. Current BLS Certification

Lifting Requirements

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