

Code: 4259

Title: MEDICAL TECHNOLOGIST TECHNICAL SUPERVISOR

SUMMARY: Supervises, coordinates and participates in chemical, microscopic and bacteriologic tests, examinations, and analyses in one area of specialization within clinical laboratory pathology such as chemistry, hematology, urinalysis, blood bank, microbiology and serology in a high complexity laboratory and is the hospital technical expert in area of specialization.

DUTIES/RESPONSIBILITIES: (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Researches and selects testing methodology and establishes parameters for acceptable levels of analytic performance throughout the testing process including receipt, analyses and reporting;
Initiates, develops and implements policies and procedures to assure optimal laboratory testing and analyses to obtain data for the use in diagnoses and treatment of disease;
Supervises and coordinates professional laboratory staff and laboratory assistants, determines work priorities of the unit, assigns work to ensure timely work flow, and participates in production activities of the work unit;
Evaluates employee performance, makes recommendations on hiring, terminations, and related personnel activities, and initiates progressive discipline process as necessary;
Develops, implements and monitors the quality assurance and quality control program as required by certification agencies;
Performs hematological tests, chemical tests, serology tests, urinalyses, microbiological tests, blood banking and other laboratory tests by following established procedures for specimen handling and test analyses to obtain data for use in the diagnoses and treatment of disease;
Determines, and directs others in, actions to take to resolve testing, analyses and operational problems;
Reviews tests performed by professional laboratory staff to ensure quality and accuracy of tests and results;
Develops, implements and evaluates laboratory in-service and new employee training;
Interacts with hospital medical staff for evaluation of diagnostic data;
May act as Chief Medical Technologist in the absence of the Chief.

KNOWLEDGE & SKILLS:

Knowledge of:

- Clinical Laboratory Improvement Amendment (CLIA) laboratory regulations;
- Occupational Safety and Health Administration (OSHA) regulations;
- the principles and practices of medical laboratory technology and supervision.

Skill in:

- assigning, training and supervising staff;
- establishing and maintaining effective working relationships with hospital staff and employees;
- selecting, developing and testing test methodologies;
- developing and implementing policies, procedures, quality control and quality assurance programs;
- performing all medical laboratory tests, analyses and examinations;
- identifying bacteria and preparing specimens for testing;
- recognizing abnormal test results and instructing others in taking corrective actions;
- using, calibrating and performing operator maintenance on laboratory instruments;
- handling potentially dangerous and infectious substances;

- documenting information in and retrieving information from a computer database.

MINIMUM QUALIFICATIONS:

A Bachelor of Science degree from an accredited college or university with a major in medical technology, clinical laboratory science, chemical, physical, biological or related science and certification as a Medical Technologist with the Registry of Medical Technologists of the American Society of Clinical Pathologists, or equivalent certification by a recognized health agency (e.g. HEW, AMT, NCA) is required at the time of appointment and four year of medical laboratory experience including one year supervisory experience.

OTHER REQUIREMENTS:

Physical/Sensory Requirements: Ability to distinguish color within normal range and to properly wear safety clothing and/or equipment. Other physical and sensory abilities will be determined by position.

Special Notice Items: Department of Labor regulations CFR Part 1910.1030 requires notification that this category may have a high risk of exposure to communicable diseases. Hepatitis B vaccine will be provided.

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.