

JOB DESCRIPTION

POSITION: Surgical Technologist

DEPARTMENT: Clinical – Operating Room

SUMMARY:

The scrub technician's primary function is to provide direct assistance to the surgeon during surgical procedures. The scrub technician also provides for the sterilization of instruments and supplies needed in the OR suite. The position is under the overall supervision of the Administrator/Director of Nursing and works under the direct supervision of the circulating nurse. The position responsibilities deal mainly with the sterility of instruments and supplies and the practice of aseptic technique in the OR.

I. POSITION DUTIES

1. Patient Care: Provides safe patient care to the operative patient by being able to effectively assist the surgeon during surgical procedures.
2. Aseptic Technique: Maintains sterile technique in the OR during surgical procedures and when processing instruments and supplies
3. Communication: Effectively communicates with all members of the OR team
4. Inventory Control: Provides for the safe packaging of sterile supplies in adequate numbers to meet the needs of the surgery schedule. Restocks sterile room while observing proper ordering and storing of supplies
5. Demonstrates knowledge of the principles and practices of aseptic technique
6. Assumes responsibilities according to the operating room to which assigned
7. Scrubs for surgical procedures as assigned
8. Communicates to the circulating nurse any problems that arise during the surgical procedure
9. Demonstrates knowledge of equipment, instruments, supplies, and procedures
10. Assists with the cleaning of the operating room before and after surgical procedures
11. Responsible for cleaning, maintaining, and sterilizing instruments as assigned
12. Operates sterilizers as assigned and provides quality control documentation
13. Restocks sterile room and sink areas in hallway
14. Participates in orientation of new scrub technicians and helps to cross-train other scrub technicians in their own area of expertise
15. Contributes to the Quality Improvement Program as necessary
16. Participates in team meetings
17. Initiates sponge and sharp counts as necessary
18. Performs other duties as needed to ensure the safety and comfort of all patients as well as the efficient operation of the facility

II. REPORTING RELATIONSHIPS

1. Immediate Supervisor: Administrator/Nurse Manager
Circulating RN
2. Positions to be supervised: None

III. CONTACT WITH OTHERS

1. Internal: Staff in clinical operations, business office, and contract personnel
2. External: Physicians, Allied Health Professionals, patients, Physicians' office staff, representatives of medical industry, consultants, and professional peers

IV. POSITION CHARACTERISTICS

It is necessary to perform some overtime beyond regularly scheduled work hours to provide patient care. Additionally, some on-call duty may be required. Because of the nature of procedures in the O.R. and patient care issues, this job can be stressful and hectic.

V. POSITION REQUIREMENTS

Physical and mental - walking, standing, pushing, pulling, required to move patients. Potential exists for exposure to blood and body fluids as well as other hazardous materials. Personal protective equipment should be utilized as needed. Must have a thorough knowledge of operating room technique, possess strong organizational skills and flexibility, present good communication skills, have the ability to assess priorities, present a professional image, and be able to handle periods of stress.

VI. POSITION SPECIFICATIONS

Must know and be able to carry out aseptic technique. Must be able to anticipate surgeon's needs and act accordingly. Must have a high degree of judgment and initiative, be able to follow instructions carefully, and be able to act in an efficient, effective, and rational manner in emergencies. Must have the ability to interact with other members of the surgical team in a cooperative and supportive manner. Must be aware of the need for discretion and ethical judgment. Must be able to get along with others.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

I have read the job description and understand the functions of the position at this facility.

Employee Name (Print)

Employee Signature

Date