# UNIVERSITY OF WASHINGTON ACADEMIC MEDICAL CENTERS

# DEPARTMENT OF LABORATORY MEDICINE

## *Virology*

**Title:** Clinical Technologist I

**Responsible to:** Technical Director and Laboratory Director

**Position Overview:** Perform clinical laboratory tests in the Virology Division. With minimum supervision, technologist will perform established clinical testing with accuracy and reproducibility for patient care and clinical studies. She/he will be proficient in all established tests, Quality Assurance, and maintenance procedures. She/he will participate in QA and QC of instruments and reagents.

**General Duties:**

* Understand the purpose of and perform scheduled testing according to established procedures and study protocols**.**
* Interpret test results critically.
* Follow procedure and protocol specifications unless otherwise instructed by Director, CT2, CT Lead, Clinical Laboratory Supervisor or Research Scientist.
* Perform all quality control procedures correctly and make appropriate decisions based on QC results. Understand quality control requirements and apply this knowledge to validate test results.
* Enter results and data into computer and perform appropriate cross checks to minimize clerical errors.
* Prepare and process samples for transport and/or testing.
* Receive and unpack or prepare and ship biohazard/infectious materials in accordance with DOT and IATA regulations. Respond to any shipment problem report in a timely fashion. Inform supervisory personnel and document response.
* Inventory samples.
* Perform all preventive maintenance procedures and clean work area upon completion of tasks.
* Prepare reagents and verify quality control of the materials.
* Follow all established procedures for labeling and storage of materials.
* Maintain complete, accurate, legible records on worksheets including all results and other documentation. Thoroughly document any modifications.
* Report study data to data manager and PI in the format and time-line established for each study.
* Assist in development or evaluation of new procedures and instruments as assigned. Take calls to perform testing as needed for either patient care or clinical studies.
* Demonstrate techniques and share practical knowledge as needed with new employees, post-doctoral fellows, visiting scientists, residents, medical students, and medical technology students.
* Attend in-services and continuing education as required or available.
* Perform Other Related Duties As Assigned.

## Communication and Teambuilding

* Support service and UWMC goals, service efficiency, and effectiveness through such activities as: participating in problem solving, demonstrating support for policies, sharing expertise, and contributing to project work and committees.
* Promote and contribute to the development of teamwork in the service and working relationships between the laboratory and other departments.
* Form productive working relationships with co-workers. Communicate clearly, directly and in a timely basis.
* Act as role model/mentor to new employees and students.
* Be open to receiving feedback and making constructive changes as a result.
* Be open to receiving direction and request clarification of duties and expectations as appropriate.
* Demonstrate a courteous, respectful, professional attitude and behavior at all times.
* Represent the Department in a professional manner.

## Safety/Response to Emergencies

* Participate in interdepartmental efforts to facilitate a safe environment for all staff and patients.
* Keep abreast of safety procedures including fire plan, disaster drills, evacuation routes, etc.
* Communicate any observed problems or safety issues to supervisory personnel.
* Follows safety/biohazards procedures and practices "Universal Precautions" at all times.
* Know location of safety information and supplies, and be able to access in response to queries or emergency situations.

# Quality Assessment and Improvement

* Participate in and support quality assessment and improvement activities.
* Receptive to new ideas and procedures.
* Adapt to new routines and schedules as necessary to cooperatively accomplish required daily work.

# Age Specific Competencies

* Maintain knowledge of age and gender specific developmental stage differences and requirements to meet the needs of patients and their families.
* Maintain knowledge of age and gender specific differences as they relate to minimum specimen volumes and test result reference ranges. ***(For technical staff)***

# Competency Measured by:

* Pre-employment Qualifications, Education, and Experience.
* Successful completion of required orientation, training, review of policies and procedures.
* Supervisor’s observation of demonstrated skills and performance appraisal assessing job related knowledge and skills.

**Working Conditions**

* May work weekends and holidays.
* May be asked to work hours beyond normal open hours of the laboratory depending on staffing needs and current testing requirements. May be required to work a different shift to meet seasonal or epidemic infection(s).
* Must be able to communicate clinical information in English to clinicians, nursing, support staff and patients both verbally and in writing.
* This position may be stressful at times in that there is a constant need for timely patient results.
* Visual verification of small print (as small as font size 9) between two to three references (labels, list, and requisitions) is required on a continual basis.
* Will work with biohazards, including blood and other body fluids.
* Potential for exposure to bloodborne pathogens through needlestick or biohazard spill.
* May be required to stand for periods of at least 2 hours at a time.
* Significant amount of repetitive hand motion stress due to pipette use required on a daily basis.

**Minimum Qualifications**

#### A Bachelor's Degree in Medical Technology with a curriculum accredited by the Committee on Allied Health Education and Accreditation of the American Medical Association AND certification or eligibility to take examination, with successful completion and certification within one year from date of hire with the American Society of Clinical Pathologists or equivalent, or certification with specialty organization appropriate to the laboratory division. An equivalent degree in a field such as chemistry or microbiology with six months of clinical laboratory experience may substitute for the Bachelor's Degree in Medical Technology.

*All employees working in Laboratory Medicine should understand that it may be necessary to work in other departmental locations in order to meet patient service requirements, i.e. UWMC, HMC, SCH, Fred Hutchinson Cancer Research Center, Roosevelt, etc.*