

NORTHWELL HEALTH

HUNTINGTON

JOB DESCRIPTION

JOB TITLE : ENDOSCOPY TECHNICIAN - CERT
DEPARTMENT : ENDOSCOPY 1.0FTE 10AM-6:00PM (**On Call Required**)
REQUISTION#003CQ POSITION#10133016
REPORTS TO : DENISE SPETKO

POSITION SUMMARY	Functions primarily as a member of the endoscopic procedure team under the direction of a Physician/Registered Professional Nurse. Prepares and handles supplies, instruments and equipment in both sterile and non-sterile procedures.
RESPONSIBILITIES	<ul style="list-style-type: none">* 1. Assists the procedure team by passing the required instruments to the physician, as directed, and utilizing the endoscopy accessories as directed (i.e. biopsy forceps, snares, etc).* 2. Identifies, with registered nurse, intra-procedure medication, dosage and labeling of all solutions and drugs.* 3. Collaborates with physician and registered nurse regarding the proper identification and care of specimen.* 4. Assists in preparation of room for procedure including, but not limited to, assembling equipment, supplies, instruments and special items needed for procedure and checking their function; and setting-up instruments and supplies for assigned procedure.* 5. Assists in clean-up of procedure suite between cases including, but not limited to, disposal of contaminated waste and terminally cleaning of instruments, checking their function; operating decontamination equipment; replenishing special supplies, as needed; caring for special instruments and equipment; returning unused supplies to proper place; and bringing specimens to lab.6. Performs related duties, as required. <p>*ADA Essential Functions</p>
REQUIRED EXPERIENCE AND QUALIFICATIONS	<ul style="list-style-type: none">• High School diploma or equivalent, required.• Knowledge of endoscopy supplies, equipment and instruments as normally acquired by completing a Surgical Technology Program.• Certified Flexible Endoscope Reprocessor, required.• Minimum of one (1) year hospital related sterile procedure experience, required. Endoscopic or Endoscopic Retrograde Cholangiopancreatography (ERCP) experience, preferred.• Demonstrates understanding of medical terminology.• Excellent communication skills to understand directions and provide information.

Department Head Signature

Date

Human Resources Signature

Date

