

DIALYSIS ASSISTANT

DISTINGUISHING FEATURES OF THE CLASS: Under the general supervision, an incumbent of this class is responsible for supervising, coordinating and performing the technical support tasks associated with the dialysis activities of an assigned unit for the duration of an assigned shift. This requires advanced level professional and technical judgement and independent initiative. Responsibility involves coordinating technical support activities to insure adherence to established standards of practice in providing the best possible patient care and maintaining patient care systems. Work is subject to shift assignment over a 24 hour/7 day period. This is the supervisory level in the series and supervision is exercised over a number of Dialysis Technicians. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises and coordinates the activities of technical support staff on an assigned unit to insure delivery of patient care in accordance with established Nursing Care Standards and departmental procedures;

Schedules work of Hemodialysis Technicians to insure adequate coverage;

Trains and evaluates Hemodialysis Technicians in the performance of their duties;

Observes patients and staff and reports promptly any situation or emergency where professional attention is needed;

Makes rounds in order to observe patients' conditions, responses, progress changes, and issues reports to supervisor, physicians, and personnel on next shift, and also on the patients' charts;

Assists in preparing patients for dialysis care as needed;

Performs hemostix test on dialysate effluent to determine blood leak;

Monitors negative pressure and sets gauge as ordered;

Performs actual clotting time tests on drawn blood and any other specimens and records results in patient's chart;

Reports needed supplies and equipment;

Attends meetings, conferences and seminars as required;

May access protected health information (PHI) in accordance with departmental assignments and guidelines defining levels of access (i.e. incidental vs. extensive);

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

May perform other incidental tasks, as needed;

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the standards of accepted patient care; thorough knowledge of the relationship between dialysis technical maintenance and patient care; skill in performing nursing care activities; skill in the operation of dialysis equipment and related technical equipment; ability to understand and carry out oral and technical instructions; ability to record and report observations regarding patient behavior or physical condition; ability to maintain effective working relationships with other health care providers; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; sound judgment; initiative; tact; reliability; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: High School or equivalency diploma and five years of experience where the primary function of the position was performing technical support tasks associated with hemodialysis in a hospital or health care facility.

SUBSTITUTION: Satisfactory completion of 30 credits* towards a Bachelor's Degree in a Biological Science may be substituted on a year for year basis for up to four years of the above stated experience.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

SPECIAL REQUIREMENT: Must possess certification by the Board of Nephrology Nurses and Technicians or National Association of Nephrology as a Renal Technician at the time of appointment.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.