

SENIOR LABORATORY TECHNICIAN (II-EKG)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class is responsible for supervising and conducting electrocardiograms (EKG's) and stress tests on Westchester County Medical Center patients and prepares and charts them for interpretation by a physician and inclusion in the patient's record. The Senior level is distinguished from the lower level Laboratory Technician (EKG) in that incumbents are expected to work with less supervision and are frequently assigned to work as a time or place where supervision is not available. This level is expected to supervise and train lower level laboratory technicians. Supervision is exercised over laboratory support staff. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Explains test procedures to patients and obtains identifying information;

Supervises and participates in conducting electrocardiograms (EKG) and stress tests of patients and employees at the Westchester County Medical Center;

Trains entry-level laboratory technicians in the procedures related to electrocardiograms, holter monitoring and stress tests;

Prepares patients and applies and removes holter monitors to patients;

Records EKG's in patient's charts and office records;

Cuts and mounts EKG's in accordance with established procedures for interpretation by the cardiologist;

Keeps an accurate, continuous file and log of all procedures performed on patients and employees;

Provides physicians with information regarding status of their patients' EKG's as requested;

Sends EKG's to appropriate hospital unit and/or operating room;

Keeps EKG machine clean and in working order by replenishing supply of paper and ink, and by reporting malfunctions for repair;

Performs miscellaneous cardiology laboratory duties as needed;

Performs various clerical functions such as duplicating and filing of records.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of modern laboratory techniques and procedures in performing electrocardiographs and stress tests; skill in the operation of standard and special laboratory equipment and apparatus related to these procedures; ability to understand, follow and convey complex technical instruction; ability to train and supervise the work of others; sound judgment; accuracy; thoroughness; reliability; dependability; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: High school or equivalency diploma and either (a) five years experience in a medical, hospital or health care facility involving patient care related duties, two years of which must have involved performing electrocardiograms (EKG's), holter monitoring and stress tests; or (b) an Associate's Degree* in a patient care related field and three years experience as described in (a) which must have included the two years of specialized experience; or (c) a Bachelor's Degree* in a patient care related field and one year of the specialized experience; or (c) a satisfactory equivalent combination of training and experience as defined by the limits of (a) and (b).

SUBSTITUTION: Satisfactory completion of 60 college credits* in a patient care related field or of a 1-year EKG certificate program may be substituted for the Associate's Degree*.

*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.