

SURGICAL TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: Under supervision of a registered professional nurse, an incumbent of this position performs a variety of duties directly related to the preparation for and conduct of surgical operations and post-operative clean-up of operating room areas. Responsibility also involves performing assigned patient care duties responsive to the needs and comfort of patients undergoing surgical procedures. Work is subject to shift assignment and weekend rotation. Supervision is not a responsibility of this class. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Provides surgical nursing care to patients before, during and after surgery in accordance with established procedures;

Cleans, replenishes and sterilizes instruments and supplies before, during and after surgery;

Prepares patients for surgical intervention and other procedures;

Positions patients before, during and after procedures using equipment;

Transports patients to and from procedure area;

Assists with relative monitoring and testing during procedure;

Assists surgical team by passing instruments, sponges and sutures during surgical procedures and counts number used during operation;

Checks and prepares equipment necessary for specific procedure;

May prepare and maintain operative records of patients before surgery;

Sets up instrument table and materials according to standard procedures;

Performs routine maintenance of equipment and reports malfunctions to appropriate person in a timely manner;

Performs support service functions i.e.; transporting specimens to laboratory, copying, procurement of supplies, etc.;

Participates in in-service programs, conferences and meetings as required;

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

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

May perform other incidental tasks, as needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the standards of accepted patient care; good knowledge of the principles and practice of aseptic techniques; working knowledge of equipment, instruments, procedures and supplies used in the operating room; skill in nursing techniques; skill in interpersonal relationships; ability to function as a member of team; ability to adequately record observations of the patients in writing; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential duties of the position; good judgment; tact; initiative; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of certification as a Surgical Technologist by The National Board of Surgical Technology and Surgical Assisting (NBSTSA) (formerly The Liaison Council on Certification for the Surgical Technologist).

*SPECIAL NOTE: The incumbent must maintain current certification as a Surgical Technologist by The National Board of Surgical Technology and Surgical Assisting (NBSTSA) throughout the course of employment in this title.