

CENTRAL MONTANA MEDICAL CENTER
POSITION DESCRIPTION

Position Title	PATIENT CARE TECHNICIAN	Grade	
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Department	EMERGENCY DEPARTMENT	Exempt	
Immediate Supervisor	ED MANAGER	Non-exempt	
Supervisor next in line	CNO	Workweek	

POSITION SUMMARY

The Critical Care Technician will perform a variety of functions in support and care of patients requiring routine, urgent or emergency care in an acute care or emergency medical setting. The technician will be under the supervision of licensed personnel.

Continued employment and raises in this position are dependent upon Central Montana Medical Center's fiscal viability and:

- Actions and communications that contribute to a team concept and create a **positive** environment for **all** customers
- Acceptable performance of essential and all job duties
- Acceptable attendance record
- Accountability for safety to self, patients, visitors and all customers, and care of equipment and building
- Adherence to departmental and facility policies and procedures, education requirements, compliance monitoring and reporting, and CMMC Code of Conduct
- Accountability for the consequences of own actions
- Physical and emotional ability to perform essential functions
- Acceptable background investigation results if required for position

Minimum Education, Experience, Licensure, Certification required:

Education: High school graduate or equivalent, National Registry and Montana State Certification for EMT/Paramedic

Licensing: Proof of Emergency Medical Technician certification from an approved institution
CPR Certification; or Certified Nursing Assistant

ESSENTIAL FUNCTIONS/DUTIES:

(Must be able to perform with or without accommodation)

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|---|---|
| 1 | Receive direction and assignments from physicians and nurses and provide technical support to optimize patient care. |
| 2 | Responsible for reporting on the condition of patient to appropriate supervisor and other staff members. |
| 3 | Coordinate and assist with care, as directed |
| 4 | Cleans and stocks carts, rooms, and changes linen, as needed. |
| 5 | Assist with transport of patients to other departments i.e. x-ray or acute care. |
| 6 | Assist with resuscitation/CPR and emergency airway procedures within the CMMC campus. |
| 7 | Obtains and documents vital signs and placement of oxygen saturation, cardiac monitoring and non-invasive blood pressure monitoring |

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8	Assist with other technical functions such as: obtaining peripheral venous access, obtaining EKGs, discontinuation of peripheral IV, obtaining blood specimens for laboratory analysis via venipuncture or urine clean catch technique, maintenance and care of specimens for laboratory analysis, point of care testing (blood glucose), anesthetizing wounds prior to suture/staple repair.
9	Assist with wound care.
10	Decontaminates equipment, instruments and supplies.
11	Assists with positioning patients, application of orthopedic splints and dressing, and maintains required documentation for orthopedic supplies and procedures.
12	Measure and fit crutches; instruct patients on proper crutch walking.
13	Maintains use of appropriate medical equipment and supplies.
14	Participates in ER staff meetings and in-services as needed.
15	Responsible for performing tasks that are within the scope of his/her educational preparation, knowledge and permitted by the policies and procedures of Central Montana Medical Center.
16	Other duties as assigned.

Knowledge, Skills, Abilities:

Educated on and compliant with HIPAA regulations; maintains strict confidentiality of client information.
Complies with Infection control, standard precautions and OSHA standards
Able to wear PPE
Ability to work effectively within role independently and with other team members
Ability to organize and complete work in a timely manner
Ability to read, write and effectively communicate in English
Ability to understand medical/surgical terminology

OCCUPATIONAL EXPOSURE for this position:

X	Category I	Direct contact with blood or other bodily fluid to which universal precautions apply
	Category II	Activity performed without blood/bodily fluids exposure, but exposure may occur in emergency
	Category III	Task/activity does not ordinarily entail predictable exposure to blood/bodily fluids

OTHER EXPOSURE for this position:

	Radiation	
	Noise	
	Other (Specify)	

PHYSICAL DEMANDS:
(Essential functions strength rating for position - see Job Analysis)

	Sedentary	Exert up to 10# occasionally or negligible force frequently
	Light	Exert up to 20# occasionally, < 10# frequently or negligible force constantly

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X	Medium	Exert up to 50# occasionally, up to 25# or up to 10# constantly
	Heavy	Exert up to 100# occasionally, up to 50# frequently or up to 20# constantly
	Very Heavy	Exert > 100# occasionally, > 50# frequently or > 20# constantly

I HAVE READ AND UNDERSTAND THIS POSITION/JOB DESCRIPTION, AND HAVE BEEN PROVIDED THE OPPORTUNITY TO ASK QUESTIONS AND RECEIVE APPROPRIATE ANSWERS. I ALSO UNDERSTAND THAT REASSESSMENT OF ABILITIES TO MEET POSITION REQUIREMENTS MAY BE PERIODICALLY REEVALUATED.

Employee's Signature	Supervisor's Signature	Date