



OHIO
UNIVERSITY

**Classification and Qualification
Standards**
Senior Medical Technologist
PROFESSIONAL ROLE

Career Series: Lab and Medical Technology	Job Code: 15216 Grade: F	Date Established: 4/03/2002	FLSA Category: NON-EXEMPT
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JOB SUMMARY

Under administrative direction, the classification is responsible for complex laboratory procedures, and has broad decision-making authority, and independence. This classification requires extensive knowledge of science and laboratory procedures, specialized medical diagnostic laboratory tests, blood test procedures, and medical terminology in order to perform specialized medical laboratory diagnostic tests. The lead worker will be responsible for employee training and development.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Acts as lead worker, Supervises, directs, plans, develops, implements, evaluates and oversees the execution of daily operations of the UOMC clinical and anatomic laboratories.
2. Performs laboratory tests and chemical, microscopic, and bacteriologic procedures using special lab equipment.
3. Analyzes blood, urine, tissue, and other body fluid specimens.
4. Verifies specimen and patient information, determines internal or external testing of specimen, and enters data.
5. Prepares and sends specimens to reference laboratories.
6. Supervises daily activities/act as a resource to solve problems, schedule and assign work.
7. Monitor QA and CLIA requirements, write policies and procedures.
8. Provide input for interviewing/hiring/evaluating employees. Orient and train new staff and supervise students.
9. Facilitate communication on a daily basis. Insure that staff are aware of all pertinent departmental information. Serves as a liaison between departmental staff and UOMC administrators and physicians.
10. Provides leadership, training (e.g., in-service lecture demonstrations; academic lectures), and complex problem solving; acts as a resource to other medical personnel.
11. Performs phlebotomy procedures.
12. Composes test procedures for Laboratory Procedure Manuals.
13. Order supplies and monitor expenditures. Provide input for budget.
14. Serves as a resource for nurses and physicians.
15. Performs other duties as assigned.

Worker Characteristics (knowledge, skills & abilities to perform the job duties)

Knowledge of science and laboratory procedures; specialized medical diagnostic laboratory tests; blood test procedures; medical terminology; inventory control*; employee training and development; and supervisory principles and techniques*. Skill in operation of laboratory equipment; and computer; good verbal and written communication skills. Good understanding and knowledge of technical equipment; cost containment; records management; quality assurance; problem solving; time management; decision-making; tact; and conflict resolution. Ability to provide leadership, direction and solve complex problems; verify information and determine testing; and analyze specimens.

(*developed after employment)

Minimum education & experience required (including training, registration & licensure)

Bachelor's degree from an accredited college or university in Medical Technology or related area of specialty. Certification/registration as a Medical Technologist (MT). American Society of Clinical Pathologists (ASCP) certified. 36 mos. experience. 3 mos. training or 3 mos. experience in employee training and development. 1 course or 3 mos. experience in operation of computer.

- Or equivalent of the minimum qualifications noted above may be substituted for the training/experience required, but not for the mandated licensure.

This job specification describes the general nature and level of work being performed by people assigned to this classification. Employees may perform some or all of these duties. Examples listed do not preclude the performance of other duties similar in nature or in level of complexity.