

JOB DESCRIPTION

Title: Scrub Technician	FLSA Status: Hourly
Position Reports To: OR Supervisor	Reviewed Date: 03/01/2019
Department: OR	
<p><u>Our Mission:</u></p> <ul style="list-style-type: none"> • <i>To create a safe physical environment prior to, during and following scheduled surgical procedures.</i> • <i>To create an atmosphere of compassion and understanding conducive to favorable patient care; and to provide an opportunity to the medical staff and Center employees for personal growth and collective success.</i> • <i>To function at a high level of professional proficiency; minimize the disruption of normal family life for patients; and to remain a convenient alternative to both patients and physicians.</i> • <i>To assist the physicians in accomplishment of a plan of diagnostic and surgical treatment with application to the individual needs of the patient while also recognizing their right to privacy.</i> • <i>To promote knowledge and skills of the Center's staff and to organizationally remain abreast of technical and scientific progress in the delivery of outpatient surgical care.</i> • <i>To interpret, implement and uphold the policies, rules and regulations of the Governing Body and the Medical Staff.</i> <p><u>Our Vision:</u> <i>The vision of the Center is to be recognized by patients, their families, payors, employers, physicians and staff as being a high quality, efficient provider of outpatient surgical services; exemplified by achieving excellence in patient satisfaction.</i></p> <p><u>Our Values:</u></p> <ul style="list-style-type: none"> • <u>Service</u>-High quality care will be provided to all patients regardless of race, color, national origin, age, sex or disability (except as medically required). • <u>Integrity</u>-The highest principles of ethical and professional conduct will be practiced. All relationships, including patient/family, other caregivers, and the community will be moral, honest, and fair. • <u>Compassion</u>-An atmosphere will be provided which strives for sensitive, humane and respectful relationships with everyone for whom care is delivered and with whom the Center works and collaborates. Patients' rights and dignity, and staff values will be honored. • <u>Integration</u>-Effective collaboration and communication among medical staff, administration, patients and families contributes to quality patient care and organizational performance. Incorporation and coordination of all areas enhances the potential and advances the services the Center can provide. • <u>Efficiency</u>-The organization will operate effectively as measured by a comparison of patient outcomes and cost, and charges for services that are fair and competitive. <p><u>The Employee Promise:</u></p>	

As an employee, I am committed to doing my part to fulfill the mission, vision, and values of the Surgery Center of Decatur. I will provide my patients, guests, coworkers, physicians, and customers with the highest quality of service and ensure their needs are met with the utmost courtesy and respect. This commitment must be reflected in my behavior.

Job Summary: Surgical Technologist

Surgical technologists are allied health professionals, who are an integral part of the team of medical practitioners providing surgical care to patients. The scrub surgical technologist handles the instruments, supplies, and equipment necessary during the surgical procedure. He/she has an understanding of the procedure being performed and anticipates the needs of the surgeon. He/she has the necessary knowledge and ability to ensure quality patient care during the operative procedure and is constantly aware for maintenance of the sterile field. Responsible for all aspects of decontamination, assembly, packaging, sterilization and storage of instruments, incorporating all required sterilization tests and safety practices.

Demonstrates through behavior the Surgery Center of Decatur's mission, vision and values.

Minimum Knowledge, Skills, Experience Required

- **Experience:** Surgical technologists preferably attend an accredited program of learning. The Surgical technologists should be eligible for certification by the national board of surgical technology.
- For those who qualify and have already been in the practice without formal education, they must complete a skill level competency required for practice.
- Certification in BCLS.

Key Responsibilities / Essential Functions

1. Checks supplies and equipment needed for surgical procedure.
2. Scrubs, gowns and gloves.
3. Opens all sterile packs and supplies according to aseptic technique.
4. Sets up sterile table with instruments, supplies, equipment and medications/solutions needed for the procedure.
5. Performs appropriate counts with the circulator prior to the operation and before the incision is closed.
6. Gowns and gloves the surgeon and assistants.
7. Maintain Time Out policy in the OR with the physician and staff.
8. Helps with draping.
9. Passes instruments, etc., to surgeon during procedure.
10. Maintains highest standard of sterile technique during procedures.
11. Prepares sterile dressings.
12. Cleans and prepares instruments for terminal sterilization.
13. Processes instruments according to policy and procedure.
14. Runs biological test on steam sterilizers and sterrad and records the results.
15. Assist other members of the team with terminal cleaning of the room and in prepping the room for the next patient.
16. Pull each case 100% according to preference card. Pull all cases the day before. Troubleshoot and resolve missing items the day before.
17. Checks rooms, material, and equipment for the proper care and handling. Ensure a clean and safe environment through continued alertness to safety, aseptic technique and traffic control in the operating room.
18. Is in compliance with the RN circulator.
19. Adheres to operating room dress code.
20. Is constantly aware and recognizes guidelines with infection control.
21. Adapts to the role of second assist when necessary.

Accountability and Adaptability

- Assumes accountability and responsibility for his or her own work performance and those under his or her supervision.
- Recognize the importance of team work.
- Observes assigned work schedules and hours.
- Performs competently in new situations.
- Participates in collection of data regarding infection control studies.
- Maintain good rapport with fellow employees and physicians.
- Performs duties in a professional and pleasant manner.

Physical Functions

Below are the physical activities that are performed during the normal workday. It should be noted that this information is not inclusive of all job tasks. These functions are the minimum physical abilities required to perform this position.

Physical Requirements	Occasionally 6 to 33%	Frequently 34 to 66%	Constantly 67 to 100%
Walking			x
Sitting	x		
Standing			x
Stooping		X	
Bending		X	
Kneeling		X	
Crouching		X	
Twisting		x	
Climbing Stairs			
Climbing (Ladder/Scaffolding)			
Crawling	x		
Stretching/Reaching		X	
Pushing/Pulling		x	
Hearing			X
Seeing			X
Speaking			X
Hand-finger Dexterity			x
Lifting/Carrying up to:			
() 20 lbs.		X	
() 30 lbs.		X	
() 40 lbs.		X	
() 50 lbs.		x	
() 75 lbs.			
() 100 lbs.			
() >100 lbs.			
Exposure to blood borne pathogens			x
Exposure to dust	X		
Exposure to fumes	X		
Exposure to noise	X		
Exposure to chemicals	x		
Other: _____			

Employee Signature: _____ Date: _____

