

LAC VIEUX DESERT HEALTH CENTER

HUMAN RESOURCES

P.O. Box 9, N5241 US HWY 45 Watersmeet, MI. 49969
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JOB VACANCY

POSTED: 5/5/2022 – UNTIL FILLED

POSITION: Medical Technologist/Medical Laboratory Technician

DEPARTMENT: Medical

LOCATION: LVD Health Center, Watersmeet, MI

SUPERVISOR: Lab Manager

EMPLOYMENT: Full Time - Non-Exempt

SALARY/PAY RATE: \$21.83 - \$27.13 Per Hour

**Eligible for up to a 3% Retention Bonus Annually
after one year of service.**

DESCRIPTION:

Performs specimen collection and laboratory testing for patient diagnosis and treatment in our Moderate Complexity Laboratory. Testing areas include Mycology, Chemistry, Hematology, Endocrinology, Toxicology, and Microbiology.

RESPONSIBILITIES:

- Maintains confidentiality of all clinic business, including patient laboratory results.
- Organizing work by matching computer orders with proper tube(s) needed for test(s).
- Obtain specimens from properly identified source that are than properly labelled and logged.
- Work surfaces must be clean and orderly.
- Maintain supply inventory so that services are not suspended.
- Maintains laboratory equipment to ensure proper function.
- Perform advanced trouble shooting if necessary.
- Performs calibration and calibration verification (linearity) as needed.

- Verifies acceptable quality control results. Interprets Quality Control results following Westgard rules and acts to resolve out of range values. Documents and maintains QC records
- Participates in laboratory protocols to maintain readiness for inspection by our certifying agency (COLA). This enables our CLIA certificate.
- Performs proficiency testing. Works up failures identifying the root cause. Implements process change so that failure does not recur.
- Identifies critically abnormal patient test results and alerts appropriate Medical Staff. Documents Critical Lab results notifications.
- Contributes to a safe and secure work environment for patients, visitors, and staff.
- Follows all standard precautions and infection control policies and procedures.
- Follows established standards and procedures. Complies with legal regulations.
- Any new tasks that may be assigned.
- Enhances laboratory services through ownership
- Serves as a technical resource to other staff.
- Maintains certification credentials, with CME as required.

MEDICAL TECHNOLOGIST/TECHNICIAN SKILLS

- Proficiency in phlebotomy is essential. Must be comfortable with all age groups. Make every effort to ensure the Client experience has been positive.
- Possess critical thinking skills to correlate lab results across different laboratory specialties, resolving discrepancies if needed.
- Has a fundamental knowledge base of Quality Control including reviewing data and trouble shooting out of control parameters?
- Basic computer knowledge. Electronic Health Record (EHR) and Lab Information Systems (LIS) experience.
- Microscope skills. Identification of both normal and abnormal blood cells, urine sediment, vaginal swabs, and skin scraping identification.
- Ability to do advanced trouble shooting over the phone with tech support when instrumentation does not perform as expected.
- Ability to teach and train new staff including other Technologists, Phlebotomists, Nurses, and Students if need be.

MINIMUM QUALIFICATIONS:

- Bachelor's Degree/Associate's Degree
- Certificate from American Society of Clinical Pathologists (ASCP), American Society of Medical Technology (ASMT), or Health and Human Services(HHS)
- CPR Certification
- Previous experience with Electronic Medical Record, a plus.
- Interest and desire to work with a Native American Community.

WORKING CONDITIONS:

Must be able to manage varying volumes of patients, tests in a fast-paced clinic. However, in all cases the work is very detailed. Must have good documentation skills, be

through and precise. Laboratory technicians sit for much of the day, but must be able to stand for long periods, and spend extended periods of time at a computer station.

HAZARDS:

Potential for daily exposure to blood and bodily fluids, communicable diseases, and chemicals.

Preference will be given to qualified individuals of American Indian descent.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.

Lac Vieux Desert Band of Lake Superior Chippewa – Our Mission: To provide a better life for this generation, the opportunity for successive generations to carry on, and to provide the basis for Native American self-sufficiency among its constituency and all native peoples – today and always.

Date Approved by the Tribal Council: 7/26/2018

**LVD Health Center
Human Resources Department
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