

 Oroville Hospital	<b>Job Description for Lead Clinical Lab Scientist</b>		Department:	<b>Pathology / Laboratory</b>
			Dept.#:	<b>7520/7500</b>
			Last Updated:	<b>7/22/08</b>

### **Reports To**

Laboratory Director

### **Job Summary**

Performs medical laboratory tests, procedures, and analyses to provide data for diagnosis, treatment, and prevention of disease by performing the following duties

### **Duties**

1. Follows established procedures and evaluates and solves problems related to collection and processing of biological specimens for analysis
2. Performs complex analytical tests or procedures, recognizes deviation from expected results, and takes appropriate action to maintain accuracy and precision
3. Recognizes factors that affect measurements and results, analyzes QC data, makes judgments concerning the results, and takes appropriate action to maintain accuracy and precision
4. Recognizes abnormal test results and answers inquiries about them, the methodology, specificity, and sensitivity; answers questions about specific factors that can influence test results
5. Operates and maintains equipment, recognizes equipment malfunction, troubleshoots and repairs as necessary
6. Helps evaluate new techniques and procedures in terms of space and personal requirement, method comparison, cost analysis, and the establishment of reference intervals; writes and revises technical procedures
7. Assists in training and orientation of laboratory staff including but not limited to Clinical Laboratory Scientists, Laboratory Ability to cover various shifts if needed
8. Assumes supervisions/management of the laboratory in the absence of the Laboratory Support Services Supervisor, Clinical Laboratory Scientist II, III, the Laboratory Shift Supervisors and the Laboratory Administrative Director, approving overtime, calling in extra help when needed, giving direction and guidance to support personnel
9. Ability to cover various shifts if needed
10. Maintains adequate supplies
11. Participates in ordering and monitoring levels of inventory, preventing stock outs
12. Oversees daily production in the laboratory
13. Assures proper calibration and function of laboratory equipment
14. Monitors equipment maintenance

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15. Supervises lab personnel working in immediate area

### **Qualifications**

1. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or individuals with disabilities to perform the essential functions
2. Demonstrated ability to communicate effectively and work in a team setting
3. Demonstrates ability to recognize customers needs and respond above customer expectations
4. Bachelors degree (B.A) in medical technology or related science with completion of an accredited clinical laboratory (hospital based) program
5. For Laboratory Shift Supervisor and Quality Assurance/Quality Control Supervisor a masters degree is preferred
6. Basic knowledge of word processing, data base and department specific computer programs
7. Ability to enter and retrieve data from hospital computer system
8. Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents
9. Ability to respond to common inquiries or complaints from costumers, regulatory agencies, or members of the business community
10. Ability to write speeches and articles for publication that conform to prescribed style and format
11. Ability to effectively present information to top management, public group, and/or board of directors
12. Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry
13. Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations
14. Ability to define problems, collect data, establish facts, and of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables
15. California Clinical Laboratory Scientist licensure or eligibility
16. Experience in treating patients in the following categories: All age groups
  - A. Physical Demands
    1. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job
    2. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions
    3. While performing the duties of this job, the employee is regularly required to stand; walk; and use hands to finger, handle, or feel
    4. Frequently required to sit, reach with hands and arms, and talk or hear

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5. Occasionally required to climb or balance and stoop, kneel, crouch, or crawl
6. Occasionally required to lift and/or move up to 50 lbs
7. Specific vision abilities required by this job include close vision, and distance vision
8. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job
9. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions
10. While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, outside weather conditions, and extreme cold, sharps, blood and bodily fluids
11. The noise level in the work environment is usually moderate

### **Lifting Requirements**

Medium lifting- generally, not more than 50 lbs. maximum, with frequent lifting and/or carrying of objects weighing up to 25 lbs.