

NATIONAL LABORATORY SERVICES JOB DESCRIPTION

POST: SENIOR MEDICAL TECHNOLOGIST

GRADE : PMG/MDT 2

MINISTRY OF HEALTH

NATIONAL PUBLIC HEALTH LABORATORY

SCOPE OF POSITION

Organizes and supervises Clinical laboratory work in type B, C, or D hospital, a type IV Health Center or a section in any department of the Blood Transfusion Laboratory, a section in any department in the Cornwall Regional Hospital Laboratory or a section in any department in the National Public Health Laboratory.

This class differs from the proceeding class by the level of responsibility for supervising staff, and by the responsibility exercised in organizing an area of the laboratory. The Officer is accountable to the level 3 Chief Medical Technologist for the adequacy and efficiency of service in supervising clinical laboratory work.

DESCRIPTION OF DUTIES AND RESPONSIBILITIES

1. Supervises the operations of a section of clinical work in a type B, C or D hospital laboratory or clinical work in types III - IV clinics by ensuring adequate provision and effective use of supplies and materials.
2. Assesses the equipment, material and human resource requirement and submits recommendation for meeting shortfalls to immediate supervisor.
3. Oversees the operations of the reception area, monitors the receipt and recording of samples. Establishes priorities, allocates assignments and introduces new procedures where necessary.

4. Directs the preparation of specimens for specialized tests. Performs highly specialized tests, such as histological staining techniques, cytochemical screening of specimens, blood gas analyses, screening of bone marrow biopsies, microscopic screening of parasites, mycological investigation of fungal infections.
5. Performance of tests for acquired immune deficiency syndrome, differential screening of white blood cells; performance of compatibility tests for transfusion and related purposes, electronic microscopy screening, fluorescent antibody identification, performance of tests to determine transfusion reaction, immunological and serological techniques for epidemiological investigation of diseases such as typhoid, salmonellosis, brucellosis, chemical, biochemical investigation of water, dairy products and food.
6. Supervision of blood taking and verifying the technical accuracy of specialized tests.
7. Preparation and quality control of sophisticated bacteriological media, dyes and stains, Hb electrophoreses.
8. Checks and submits test results to supervisor. Report on implications of test findings to supervisor.
9. Maintains adequate Quality Control Programmes in the area of work to ensure technical accuracy of diagnostic tests and adherence to professional standard.
10. Trains Technical Assistants, Laboratory Attendants and other Allied Health Workers through departmental programmes.
11. Provides lectures and demonstration sessions for Technical staff and Medical Technology Interns in new laboratory principles and techniques.
12. Participates in local and overseas seminars, workshops and conferences.
13. Duty Officer for emergency service.
14. Supervises Interns on Internship Programme and makes submission to Departmental Head. Evaluates level I Technologists and submits evaluation to Departmental Head for review.
15. Instructs junior professions in advance laboratory techniques.
16. Assumes responsibility of department in the absence of the Departmental Head.

MINIMUM REQUIREMENTS

(A) A Degree in Medical Technology attained from UTECH, West Indies College or other reputable Institutions within the Region or Internationally.

EXPERIENCE

- Knowledge in Management practices and four (4) years experience in a clinical laboratory.
- Any equivalent combination of education and experience.

KNOWLEDGE AND SKILLS

- Advanced knowledge of Clinical Chemistry, Microbiology, Histopathology, Haematology, Blood Banking and Cytology.
- Advanced knowledge of standard laboratory techniques and procedures, departmental rules and regulations, the care and preservation of specimens, the care and maintenance of laboratory equipment and the cause and effect of diseases.
- Knowledge of management practices including budgeting, preparation and control, departmental objectives and policy.
- Applies knowledge in the principles of methodology and instrumentation and refers to appropriate source for repair.
- Recognizes errors and their sources and takes corrective action.
- Demonstrates professional conduct and interpersonal communication skills with patients, laboratory personnel, other health care professionals and with the public.
- Ability to accurately perform laboratory procedures and to correlate theoretical knowledge with clinical results, to write reports clearly and concisely and to communicate effectively both orally and in writing, to motivate and supervise staff, make judgment concerning the results of Quality Control measures.
- Skill in operating laboratory equipment and apparatus and in collecting specimens efficiently and painlessly.

RECOMMENDED MEMBERSHIP

- (1) Membership in the Caribbean Association of Medical Technologists (CASMET).
- (2) Other memberships in similar professional associations.

SPECIAL REQUIREMENTS

Registration by the Council of Professions Supplementary of Medicine.

Signed by:

Director of National Laboratory Service

Employee:

DATE: