

UW HEALTH JOB DESCRIPTION

CENTRAL SERVICES EQUIPMENT REPROCESSOR

Job Code: 420003	FLSA Status: Non-Exempt	Mgt. Approval: B Scheuer	Date: 8.2017
Department : Reprocessing/12130		HR Approval: K Sawyer	Date: 8.2017

JOB SUMMARY

The Central Services Equipment Reprocessor is an entry level position responsible for effective and efficient decontamination, cleaning, and functions check of patient care equipment. Working under close, direct supervision and guidance, this position exercises little independent judgment.

MAJOR RESPONSIBILITIES

Patient care equipment includes, but is not limited to; all Central Services issued equipment, as well as Respiratory Therapy equipment and Anesthesia items.

- Operate an automated cart washer (load, run, functions check).
- Clean all patient care equipment.
- Decontaminate all patient care equipment, using appropriate techniques.
- Inspect all patient care equipment, using detailed checklist.
- Perform a functions check on all patient care equipment.
- Submit Service Requests to Clinical Engineering for any needed preventative maintenance or repairs to patient care equipment.
- Assist in routine or project department cleaning.
- Other duties as assigned.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

Education	Minimum	High School Diploma or equivalent.
	Preferred	
Work Experience	Minimum	
	Preferred	
Licenses & Certifications	Minimum	
	Preferred	
Required Skills, Knowledge, and Abilities	<ul style="list-style-type: none"> • Excellent communication, customer service, human relations and interpersonal skills • Excellent organizational skills • Detail oriented • Self-motivated • Ability to read, write and speak English effectively. • Basic mechanical ability • Ability to follow instructions • Basic mathematical skills • Basic judgment and logic skills • Ability to follow safety principles • Knowledge of the calendar • Ability to differentiate colors • Ability to stand for extended periods • Ability to step, bend, and lift 	

AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

<input type="checkbox"/>	Infants (Birth – 11 months)	<input type="checkbox"/>	Adolescent (13 – 19 years)
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	Toddlers (1 – 3 years)		Young Adult (20 – 40 years)
	Preschool (4 – 5 years)		Middle Adult (41 – 65 years)
	School Age (6 – 12 years)		Older Adult (Over 65 years)
JOB FUNCTIONS			
Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.			
PHYSICAL REQUIREMENTS			
Indicate the appropriate physical requirements of this job in the course of a shift. <i>Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.</i>			
Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as dockets, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	Up to 10#	Negligible	Negligible
Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	Up to 20#	Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	Negligible or constant push/pull of items of negligible weight
X Medium: Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	20-50#	10-25#	Negligible-10#
Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	50-100#	25-50#	10-20#
Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#	Over 20#
List any other physical requirements or bona fide occupational qualifications:			

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.