

UW HEALTH JOB DESCRIPTION

Electrophysiology Technologist- Senior

Job Code: 510047	FLSA Status: Non- Exempt	Mgt. Approval: H. Studier	Date: March 2024
Department: Electrophysiology Lab		HR. Approval: D. Ripp	Date: March 2024

JOB SUMMARY

The Senior Electrophysiology Technologist (EPT) functions independently as a member of the Heart & Vascular Care Procedure Center patient care team that includes registered nurses, electrophysiology technologists, nurse practitioners, physician assistants, cardiology fellows and faculty physicians. In addition to performing the most complex electrophysiology procedures, this position acts as the principal EPT overseeing the technical operations required for the performance of routine and advanced electrophysiology procedures. This individual coordinates work assignments; reviews and updates procedure manuals and protocols; assists in staff education, maintains competencies and training; performs proficiency testing; ensures daily quality controls and testing for all equipment; provides input to Invasive Cardiology Supervisor and Manager regarding hiring and annual performance appraisals for EPT objective staff; and assists in coordination of research and quality improvement projects in the department.

The Senior EPT develops and implements systems to assure the smooth and efficient flow of patients for procedures in the Electrophysiology Laboratory. Duties for this Senior EPT position include all of the objective EPT duties but are not limited to: hemodynamic monitoring, interpretation and operation of ECG/CGM systems, circulating and scrubbing roles during Electrophysiology procedures, cardiac device implant procedures, and other procedures scheduled in our Heart & Vascular Procedure Center. This position also includes patient teaching, assisting with pre and post patient assessment and patient care within scope of practice.

MAJOR RESPONSIBILITIES

A. Leadership and Staff Education

1. Works to identify and solve operational problems, reduce costs, improve efficiency, and continually improve overall operation of the Heart & Vascular Care Procedure Center.
2. Collaborates with the Inventory personnel and the Invasive Cardiology Supervisor to maintain and control the supply and equipment inventory par levels and expense for the department.
3. Reviews, edits, corrects, and validates Daily Activity Journal (DAJ) to ensure accurate patient procedure and supply charge entry for Electrophysiology (EP) and Electrophysiology patient procedure hospital billing on a daily basis. and provides back up support for patient procedure and supply charge billing entry into Health Link for EP and Electrophysiology patient procedures when department assistants are unavailable.
4. Assists with planning to modify policies, procedures, staffing and expenses as required by new administrative strategies, CMS and TJC regulations and conditions of coverage or as reimbursement changes dictate.
5. Collaborates with Invasive Cardiology Supervisor, Manager, CNS, Nurse Educator and Medical Directors in planning, guiding, and evaluating technical staff's clinical skills and competency.
6. Serves as a clinical and technical expert resource to all staff, fellows, and physicians as appropriate.
7. Assists with precepting newly hired EPT staff and cross training of nursing staff to the monitor role. In conjunction with the Invasive Cardiology Supervisor and Manager ensures new EPT receives adequate and appropriate training, education, and clinical support during orientation.
8. Participates in the process to ensure established EPT staff perform annual competencies, complete required testing and have access to appropriate continuing education opportunities.
9. Provide educational training and review sessions to prepare EPT and nursing staff for the RCES/CEP examination and certification.
10. Provides feedback on staff members as requested by Supervisor and Manager for annual performance evaluation process.
11. Participates in activities supporting the advancement of clinical practice through best practice literature, professional organizations, research and hospital committees and councils.

B. Direct Patient Care and Clinical Skills

1. Demonstrates expertise in EPT technical skills, image acquisition, transferring and archiving of images, trouble shooting skills and expert knowledge of equipment used during Electrophysiology procedures.
2. Participates in Radiation Safety committee with Invasive Cardiology Manager, Medical Physicists and Risk Management.
3. Responsible for initiating and monitoring all department staff, fellows, physicians and mid-levels monthly radiation exposure information and badges in conjunction with the UWHC Radiation Safety Officer.
4. Oversees and actively participates in annual EP skills, ECG competency and unit competencies for HVC Procedure Center staff.

UW HEALTH JOB DESCRIPTION

5. Demonstrates an expert knowledge of radiological equipment & safety, shielding techniques, expert imaging skills and X-Ray equipment trouble-shooting skills, analyzing and recording equipment and other equipment utilized in the Heart & Vascular Care Procedure Center.
6. Duties for this position include but are not limited to monitoring of patients during Electrophysiology procedures and other procedures scheduled in F6/3 Heart & Vascular Care Procedure Center. Intra and post procedure patient assessment and patient care within EPT scope of practice, patient teaching, circulating and scrubbing roles for invasive procedures performed in our department.
7. Demonstrates an in-depth knowledge of the effects of moderate sedation process. Assists with patient monitoring of level of moderate sedation in conjunction with procedure performed and individual patient's clinical state. Initiates additional patient comfort measures/alternatives for sedation, as appropriate.
8. Assures that informed patient consent has been obtained and that all questions and concerns have been answered to the patient's satisfaction. Ensures Universal Protocol standards are followed and met for all invasive procedures.
9. Foresees potential problems, adapts priorities and plans independently with and without medical direction in response to general information/data indicative of potential urgent or emergent life-threatening risks, initiates action to reduce or correct the risk per ACLS guidelines.
10. Demonstrates knowledge of electrophysiology medications, vasopressors and anti-arrhythmic agents including dosing, side effects and drug interactions per ACLS guidelines. Able to identify adverse events or unanticipated outcomes using critical thinking skills and notifies the medical staff including nurses, fellows and physicians appropriately.

C. Quality Care and Performance Improvement Initiatives (PDCA)

1. Supports medical and nursing management of patient-family centered care daily.
2. Supports patient advocacy, patient rights and responsibilities and service standards.
3. Assists our Data Coordinator with accurate data collection, documentation and data entry for national registries.
4. Maintains documentation and records, staff competencies, monitors and performs all relevant technical quality indicators as required by TJC/CLIA standards and regulation for Point of Care Clinical Labs, i.e. hemochron.
5. Promotes a unit-based, multi-disciplinary quality improvement program that incorporates patient care standards and meets CMS and TJC regulations.
6. Collaborates with and contacts outside consultants as needed to ensure equipment functionality, maintenance and other services are performed on schedule.
7. Performs specialty equipment troubleshooting, repair and maintenance as indicated or instructed by vendor or clinical engineering.
8. Analyzes and assists in resolving problems resulting in improvement of patient care, practice and system operations.
9. Initiates PDCA projects which improve clinical practice, patient outcomes and delivery of patient-family centered care in the Heart & Vascular Care Procedure Center.
10. Participates in and assists with electrophysiology clinical research programs within our department. Operates specialty equipment utilized in clinical research.
11. Actively participates in quality improvement projects and community events promoting our Electrophysiology department.

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

JOB REQUIREMENTS

Education	Minimum	Graduate of a Cardiovascular Invasive Specialist (CVIS) or Imaging Technologist training program
	Preferred	Bachelor's degree in healthcare related field
Work Experience	Minimum	Five (5) years' experience working as an Electrophysiology Technologist in an Electrophysiology Laboratory

UW HEALTH JOB DESCRIPTION

	Preferred	Ten (10) years or more of progressively responsible experience in the Electrophysiology Lab
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> BLS certification ACLS certification RCES or CEP certification within six months of hire date
	Preferred	
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> Expert technical skills and in-depth clinical knowledge of Electrophysiology Lab procedures. Ability to handle multiple tasks/projects and meets objectives and deadlines. Effective oral and written professional communication skills. Ability to demonstrate ethical and professional behaviors always. Ability to maintain patient confidentiality and privacy. Ability to use initiative and independent judgment. Ability to educate, direct and lead others responsibly and effectively. Excellent interpersonal skills with the ability to interact effectively with patients, families, healthcare professionals and external vendors. Knowledge regarding quality improvement and standards of care within practice area. Capable of demonstrating flexibility with demands of external/internal customers placed on operating functions of the department. Knowledge of departmental policies and procedures. Basic computer skills required. Capable of wearing lead aprons for extended periods of time. Physical ability to lift and position patients and assist with patient transfers utilizing beds or stretchers. <p>On Call Requirement</p> <ul style="list-style-type: none"> Participates in on call requirements on a rotating basis for EP holiday coverage.

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 checked="" type="checkbox"/>	Infants (Birth – 11 months)	<input checked="" type="checkbox"/>	Adolescent (13 – 19 years)
<input checked="" type="checkbox"/>	Toddlers (1 – 3 years)	<input checked="" type="checkbox"/>	Young Adult (20 – 40 years)
<input checked="" type="checkbox"/>	Preschool (4 – 5 years)	<input checked="" type="checkbox"/>	Middle Adult (41 – 65 years)
<input checked="" type="checkbox"/>	School Age (6 – 12 years)	<input checked="" type="checkbox"/>	Older Adult (Over 65 years)

JOB FUNCTION

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. *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

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 docket, 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

UW HEALTH JOB DESCRIPTION

	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:				

Work/Environmental: Moderate noise level consistent with an office environment