

## UW HEALTH JOB DESCRIPTION

### Electrophysiology Technologist

<b>Job Code: 510003</b>	<b>FLSA Status: Non- Exempt</b>	<b>Mgt. Approval: H. Studier</b>	<b>Date: March 2024</b>
<b>Department: Electrophysiology Lab</b>		<b>HR. Approval: D. Ripp</b>	<b>Date: March 2024</b>

### JOB SUMMARY

The Electrophysiology Technologist (EPT) performs pediatric, adolescent, and adult diagnostic and interventional electrophysiology procedures. This position functions independently as an expert technologist in EP who is a highly competent and clinically skilled member of the Heart & Vascular Care Procedure Center patient care team that includes registered nurses, cardiovascular technologists, nurse practitioners, physician assistants, cardiology fellows and faculty physicians. In addition to assisting the EP physicians with the most complex EP procedures, this position oversees the technical operations required for the performance of routine diagnostic through the advanced interventional electrophysiology procedures. The EPT performs all EP procedures with proficiency and demonstrates technical expertise, making a significant contribution to the diagnosis and treatment of patients with cardiac arrhythmias. This position must be an expert who is competent in the use of EP monitoring / stimulation systems, intra-cardiac echocardiography, and 3D mapping systems. This EPT possesses expert clinical and technical knowledge which is applied to systematically and continuously collect and assess data in collaboration with the multidisciplinary team to provide therapeutic care with the patient and family. The person must demonstrate a high degree of understanding of the interpretation of cardiac arrhythmias and all invasive EP procedures. The individual must be competent in proper sterile technique and will assist the physician with implantation of permanent pacemakers, ICD's and BiV-ICD's. The individual must be competent in the operation and troubleshooting skills of EP specialty equipment and the x-ray system. This EPT has the expert knowledge and ability to operate EP specialty equipment; reviews and updates EP procedure manuals and protocols; assists in staff education for nurses, EPT's, Cardiovascular Technologists (CVT), maintains EP staff competencies and training; provides input to Invasive Cardiology Supervisor and Manager regarding annual performance appraisals for EP staff; and assists in coordination of research and quality improvement projects in the EP department.

This position requires the individual to be flexible in their work schedule including but not limited to extended shifts and on-call per operational needs. This individual is considered an expert in EP based on their knowledge, clinical and technical skill level and ability to educate and train staff within the department. The ability to educate and mentor other staff members of the EP team is required. This incumbent demonstrates competency in assisting with EP procedures from newborn thru geriatric patient population. The incumbent maintains expert clinical knowledge in electrophysiology and assumes responsibility for the professional development of self and other EP staff. The EPT serves as a role model and clinical resource for EP staff and other members of the health care team. This position reports directly to the Invasive Cardiology Supervisor. This individual's annual performance is jointly evaluated with input from the Medical Director of Electrophysiology Program and Invasive Cardiology Manager.

### MAJOR RESPONSIBILITIES

#### A. Direct Patient Care and Clinical Skills

1. Performs and assists the electrophysiologists with the most complex electrophysiology studies.
2. Operates complex electrophysiology specialty equipment including but not limited to 3D mapping systems, stimulation systems, intracardiac echocardiography and EP monitoring and recording system.
3. Performs at an expert clinical level and assists the physician in the performance of pediatric and adult electrophysiology procedures; including both diagnostic and interventional.
4. Serves as a role model and expert resource for both internal and external customers regarding standards of care for adult and pediatric diagnostic and interventional electrophysiology procedures.
5. Implements safe, competent and efficient procedure care to EP within policies, procedures and standards of care across a variety of populations and complexity of situations within the scope of practice.
6. Demonstrates expertise in all cardiovascular laboratory technical skills, image acquisition, transferring and archiving of images, trouble shooting skills and expert knowledge of catheters and specialty equipment used during EP procedures.
7. Oversees and actively participates in annual EP skills, ECG competency and unit competencies for HVC Procedure Center staff.
8. Demonstrates an expert knowledge of radiological equipment & safety, shielding techniques, expert imaging skills and X-Ray equipment trouble-shooting skills, analyzing, 3D mapping and recording equipment and other equipment utilized in the Electrophysiology Lab.
9. Duties for this position include but are not limited to hemodynamic monitoring and recording of patients during EP. Procedures, patient assessment and patient care within EP scope of practice, patient teaching, circulating and scrubbing roles for invasive procedures performed in the EP department.
10. Systematically and continuously collects, assesses and documents data in collaboration with the multidisciplinary team to provide procedural care with the EP patient and family. Documentation of chronological events of the

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procedure and medical care during the procedure will require basic computer skills to complete electronic medical record.

11. 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.
12. Implements safe, competent and efficient care to patients within UWHC and departmental policies, procedures and standards across a variety of populations and complexity of situations.
13. 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.

### **B. Staff Education**

1. Serves as an expert resource and educator to all EP staff, nurses, EPTs, CVTs, fellows and physicians as appropriate.
2. Precept and train all EP staff, including nurses, fellows to the scrub role for cardiac implantable device procedures.
3. Competent in providing cross training education to nursing staff for the basic EP monitoring/recording role and operation of the basic EP equipment.
4. Collaboration with Invasive Cardiology Supervisor, Manager, Nurse Educator and EP Medical Director in planning, guiding, and evaluating technical staff's clinical skills and competency.
5. Participates in the development of EP annual competencies and completes required documentation for all EP staff. Provides ongoing educational training sessions for all EP staff and identifies continuing education opportunities.
6. Provides educational training and review sessions for EP staff to learn how to operate and troubleshoot specialty EP equipment.
7. Serves as a role model to all personnel by demonstrating a high level of expertise with electrophysiology systems, including trouble-shooting skills, effective interactions with patients & staff, leadership ability and professional behavior.
8. Provides feedback on staff members as requested by Supervisor and Manager for annual performance evaluation process for EP staff.
9. In conjunction with the Invasive Cardiology Supervisor, Manager, EP Medical Director and HVT Director, supports development and achievement of organizational goals and objectives.
10. Promotes and models appropriate open and effective communication among staff, patients and providers.
11. Maintains constructive, positive working relationships with other IP units and support staff.
12. Shares responsibility for ensuring a safe and therapeutic environment for patients, families, visitors and staff.
13. Communicates and interacts with all staff, internal and external customers in a professional manner.
14. Creates and promotes a healthy positive work environment.
15. Participates in activities supporting the advancement of clinical practice through best practice literature, professional organizations, research and hospital committees and councils.

### **C. Quality Care and Performance Improvement Initiatives (PDCA)**

1. Supports medical and nursing management of patient-family centered care on a daily basis.
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 including but not limited to ACC/NCDR ICD registries.
4. Ensures accurate documentation and patient procedure records, accountable for completion of annual 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 trouble-shooting, repair and maintenance as indicated or instructed by vendor or HTM.
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 cardiovascular clinical research programs within our department.

### **D. Professional Development**

1. Develops and plans individual professional growth and development in relation to expectations for practice in our specialty area.
2. Attend continuing educational programs, in-services and conferences to maintain and advance expert skills and knowledge level.

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3. Participate in ongoing, unit-based quality improvement programs.
4. Continue to enhance all clinical skills and expertise.
5. Provide quarterly unit based in-services, educational programs and training opportunities for EP staff.
6. Active participant and team member of HVC Procedure Center Unit Council.

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

### JOB REQUIREMENTS

Education	Minimum	Graduate of a Cardiovascular Invasive Specialist Technologist training program  One year of Catheterization Laboratory (Cath Lab) experience may be considered in lieu of education requirement
	Preferred	Graduate of a Cardiovascular Invasive Specialist Technologist (CVIS) training program
Work Experience	Minimum	
	Preferred	Two (2) years of Electrophysiology Technologist work experience in a dedicated Electrophysiology Lab
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> <li>BLS certification</li> <li>ACLS certification within six months of hire date</li> </ul>
	Preferred	<ul style="list-style-type: none"> <li>RCES, RCIS, or HRS CEPS Certification of Special Competency in Cardiac Electrophysiology for Associated Professionals.</li> </ul>
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> <li>Self-motivated and directed with regard to an increasing level of understanding and knowledge.</li> <li>Demonstrated expertise related to Electrophysiology theory and technical skills.</li> <li>Ability to effectively teach and precept staff in Electrophysiology theory and technical skills.</li> <li>Effective oral and written professional communication skills.</li> <li>Ability to demonstrate ethical and professional behaviors at all times.</li> <li>Ability to maintain patient confidentiality and privacy.</li> <li>Ability to use initiative and independent judgment.</li> <li>Ability to work independently.</li> <li>Excellent interpersonal skills with the ability to interact effectively with patients, families, healthcare professionals and external vendors.</li> <li>Knowledge regarding quality improvement and standards of care within practice area.</li> <li>Capable of demonstrating flexibility with demands of external/internal customers placed on operating functions of the department.</li> <li>Advanced computer skills and technical skills required to operate EP specialty equipment, specifically 3D Mapping systems for complex ablations.</li> <li>Capable of wearing lead aprons for extended periods of time.</li> <li>Physical ability to lift and position patients and assist with patient transfers utilizing beds or stretchers.</li> </ul>

### 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.

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<b>PHYSICAL REQUIREMENTS</b>				
<b>Indicate the appropriate physical requirements of this job in the course of a shift.</b> <i>Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.</i>				
<b>Physical Demand Level</b>		<b>Occasional</b> Up to 33% of the time	<b>Frequent</b> 34%-66% of the time	<b>Constant</b> 67%-100% of the time
	<b>Sedentary:</b> 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.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
	<b>Light:</b> 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.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
<b>X</b>	<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
	<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
	<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
List any other physical requirements or bona fide occupational qualifications:				

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