

UW HEALTH JOB DESCRIPTION

Surgical Technologist & Surgical Technologist - Weekender

Job Code: 510035, 510036	FLSA Status: Non-Exempt	Mgt. Approval: A. Mork	Date: November 2019
Department: Surgical Services		HR Approval: J. Olson	Date: November 2019

JOB SUMMARY

The Surgical Technologist functions as a member of the surgical team. The incumbent prepares the operating room prior to surgery, promotes the safety of and cares for the patient during surgery, aids the practicing surgeon, and cares for the instruments and supplies used in surgery. The Surgical Technologist possesses the knowledge and skills required to assist in effectively caring for patients of all age groups (neonate, pediatric, adolescent, adult, and geriatric).

The Surgical Technologist is responsible for assisting with operative procedures and patient care by managing the sterile field and directly assisting the surgeon according to UW Health policies and procedures. Work is performed independently with general supervision provided by a registered nurse.

MAJOR RESPONSIBILITIES

- Performs technical skill duties in all operating room specialty service areas, ensuring that proper technical practices are employed according to accepted standards of process.
- Provides proper maintenance, assembly, handling, and sterilization techniques of specialty instrumentation.
- Follows aseptic technique. Proactively identifies contamination and/or breaks in aseptic technique and implements corrective actions.
- Performs surgical counts. Follows policies and procedures for incorrect counts and reports discrepancies appropriately.
- Labels drugs and solutions; monitors quantities used.
- Assists in the proper identification, preparation, handling, and labeling of surgical specimens.
- Actively participates in the planning and set up of instruments, supplies, and surgical drapes in an organized manner to provide optimal accessibility during the procedure.
- Assists the surgeon, demonstrating an understanding of the patient's anatomy and abnormalities which affect the surgical procedure.
- Assists in picking cases and planning of instrument needs.
- Recognizes and modifies scrubbing procedures based on pertinent information to develop modifications to standard approaches to care and communicates with the surgical team. Responds to surgical emergencies and follows hospital-wide emergency management plans.
- Inventories, receives, and stores supplies under the direction of Surgical Services leadership.
- Identifies and reports defective instruments, supplies, and equipment. Assists with restocking operating/procedure rooms and sub-sterile areas.
- Assists the registered nurse during the intraoperative implementation phase of nursing practice.
- Operates complex equipment and other resources in the operating room, troubleshooting as necessary.

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

JOB REQUIREMENTS

Education	Minimum	Completion of a Surgical Technologist program. Two (2) years of Surgical Technologist experience may be considered in lieu of completion of a Surgical Technologist program.
	Preferred	
Work Experience	Minimum	
	Preferred	<ul style="list-style-type: none"> • Completion of a Surgical Technologist program • One (1) year of experience as a Surgical Technologist
Licenses & Certifications	Minimum	Basic Life Support/CPR to be obtained within six (6) months of hire
	Preferred	Certified Surgical Technologist (CST)
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> • Strong communication and guest relation skills • Strong skills in the use of written and oral language (grammar, spelling, format, etc.) • Demonstrated flexibility and adaptability to change • Basic use of computers as appropriate to practice

UW HEALTH JOB DESCRIPTION

	<ul style="list-style-type: none"> Ability to function effectively independently and as a team player Excellent organization and priority setting skills Understanding of correct dosage of drugs and solutions used on the surgical field On-call is required for all day/evening and day/night rotators. Call response time of 45 minutes (45 minutes from phone call, dressed in scrubs and reporting to charge nurse). Permanent evening, night, and weekend staff are not required to take call. On-call requirements may apply to inpatient OR settings only. 		
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,			
X	Infants (Birth – 11 months)	X	Adolescent (13 – 19 years)
X	Toddlers (1 – 3 years)	X	Young Adult (20 – 40 years)
X	Preschool (4 – 5 years)	X	Middle Adult (41 – 65 years)
X	School Age (6 – 12 years)	X	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	
X	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
	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#	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#
	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#
	Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#
Other - list any other physical requirements or bona fide occupational qualifications not indicated above:			

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.