

**CHILDREN'S MEDICAL CENTER DALLAS  
POSITION DESCRIPTION**

**APPLICANT'S NAME:** \_\_\_\_\_

**TITLE:** **SURGICAL TECHNOLOGIST**

**DEPARTMENT:**

**REPORTS TO:** \_\_\_\_\_ **Sponsoring Physician's Name**

**GENERAL SUMMARY:** Assists in surgical procedures and preparation of surgical supplies and equipment.

**1. QUALIFICATIONS:**

**A. Education, Training and Experience**

1. High school diploma or equivalent
2. Successful completion of a formal program in Surgical Technology is preferred
3. Greater than two years of surgical technology experience is required.
4. Current Healthcare Provider CPR/BLS certification required.
5. Certification in Surgical Technology preferred.

**B. Specific Skills and Special Abilities**

1. Knowledge of aseptic technique.
2. Knowledge of basic and complex operative procedures.
3. Ability to communicate effectively.
4. Ability to identify and establish priorities
5. Knowledge of government regulations and appropriate responses to remedy potential problems.
6. Flexibility to take call.
7. Physically capable of transporting supplies and equipment and able to push, pull and lift up to 25 pounds several times daily.

## II. DUTIES AND RESPONSIBILITIES:

Assist with surgical procedure
Position
Prep
Drape
Dressing Application
Splint Application
Sponge Inventory
Retract
Suction
Cauterize
Prepare suture
Tie suture
Set up and pass instruments
Approximate skin

### B. Demonstrates proficient use of communication skills

1. Communicates in an accurate, objective manner
2. Actions incorporate verbal/nonverbal communications.
3. Anticipates problems and makes recommendations to appropriate personnel.
4. Coordinates and/or participates in multidisciplinary communication.
5. Develops and demonstrates conflict resolution skills.

### C. Demonstrates acceptance of personal/professional accountability/responsibility.

1. Identifies areas of educational needs among peers and health care workers and develops, presents, and evaluates programs to meet those needs.
2. Strives to be a member in a professional organization.
3. Strives to obtain national certification.
4. Shares, in a formal manner, relevant information gained from professional seminars or conferences.
5. Participates in the development of policies and practices.

### D. Demonstrates proficiency in professional practice.

1. Continuously evaluates the outcomes of patient care, team needs, and professional practice.
2. Works to improve clinical practice and the outcome of patient care through achieving unit

3. Is a member of an interdisciplinary committee/project/task force.
4. Motivates others to incorporate clinical standards into daily practice.
5. Is an active preceptor of peers in the clinical setting and also of complex services.

E. Incorporates clinical research into clinical practice

1. Actively seeks out and utilizes research finding from various sources.
2. Shares research findings with colleagues in order to improve clinical practice.
3. Participates in data collection opportunities for research and/or quality improvement activities.

### **III. INTERNAL & EXTERNAL INTERACTION**

A. Daily interaction with hospital staff, management, physicians, and vendors to negotiate for equipment, share information and give education in-services.

### **IV. WORKING CONDITIONS**

- A. Standing, walking, or moving around the workplace.
- B. Physically capable of transporting supplies and equipment and able to push, pull, and lift up to 25 pounds several times daily.
- C. Physical coordination to use a keyboard or keypad.
- D. Physical coordination to use medical instruments.
- E. Precise hand-eye coordination and fine motor dexterity.
- F. Visual and mental concentration on instruments, dials, readouts, displays.
- G. Observation of – and rapid reaction to – changeable operations

### **V. FISCAL RESPONSIBILITY**

This position facilitates cost containment through the accurate and efficient completion of assigned duties and responsibilities.

### **VI. AGE OF PATIENTS SERVED**

This position requires the knowledge and skills necessary to provide care appropriate to patients ranging in age from 0 to 18 years. The individual must demonstrate knowledge of the principles of growth and development over the life span, must possess the ability to assess data reflective of the patient's status and interpret the appropriate information needed to identify each patient's requirements relative to his or her age-specific needs, and must be able to provide the care needed as described in the unit's policies and procedures.

The intent of this position description is to provide a representative summary of the major duties and responsibilities to be performed. It should be noted that Allied Health Positions may be requested to perform position related tasks other than those presented in the description.

**APPLICANT'S NAME (Print Please):** \_\_\_\_\_

**By my signature, I agree to be bound by the Bylaws, Rules and Regulations of the Medical/Dental Staff and policies and procedures of Children's Medical Center and understand that non-compliance with either one may constitute grounds for withdrawal or restriction of membership or permission to provide service.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**Supervision Level 1 - Direct Supervision – the sponsoring physician must be physically present to observe the AHP.**

**I attest that the Applicant listed above is qualified to perform all procedures/protocols requested.**

\_\_\_\_\_  
Sponsoring Physician's Signature

\_\_\_\_\_  
Date