

TOIYABE INDIAN HEALTH PROJECT, INC.

POSITION DESCRIPTION

POSITION: Certified Dialysis Patient Care Technician

SALARY RANGE: TSS 7 (\$17.11-25.79)

WORK STATION: Dialysis Center

SUPERVISOR: Nurse Manager

SUPERVISES: None

NON-EXEMPT

POSITION SUMMARY: The hemodialysis tech performs dialysis and re-use duties under the supervision of a qualified dialysis nurse, maintains adequate supplies for the Center and operator maintenance of the machines and equipment. Responsible for compliance issues of reuse are being met.

QUALIFICATIONS:

1. High school diploma or equivalent.
2. One-year experience in a hemodialysis unit or strong patient care experience in med-surgery preferred.
3. Selected basic care skills including aseptic technique.
4. Ability to recognize and respond appropriately for signs/symptoms of onset of complications of dialysis: i.e. hypotension, seizures.
5. Current Certification as a Patient Care Technician.
6. Understanding the importance of standardized technique and health hazards relating to poor performance.
7. Knowledge of design characteristics and principles of operation of the dialysis system as they contribute or inhibit the prescribed treatment results, as well as knowledge of dialysis procedures.
8. Basic knowledge/objectives of emergency medical treatment, therapy and dietary management of the patient with renal failure.
9. General understanding of transplantation as an alternative therapy.
10. Ability to maintain strict confidentiality of Dialysis Center patients and staff in a professional and positive manner.
11. Certified in CPR or certified within three months of hire.
12. Possess a valid driver's license and be insurable with company insurance.
13. Must be sensitive and possess an awareness and keen appreciation of Indian traditions, customs and socioeconomic needs of the Indian community.
14. American Indian preference in accordance with Indian Preference Act (Title 25, US Code, Sect. 472 & 473)

DUTIES & RESPONSIBILITIES:

1. Administer and monitor dialysis therapy to patients, performing direct patient care dialysis procedures, i.e. taking vitals, blood lab work, utilizing dialyzer, etc.
2. Recognize and address onset of medical complications and/or inadequate response to dialysis therapy.
3. Familiar with, adhere to, and implement CMS October 14, 2008 Conditions for Coverage regulations.
4. Responsible for operation and maintenance of dialysis machines and related documentation.
5. Perform disinfection procedures and related documentation for Reverse Osmosis water system.
6. Perform chlorine and chloramine testing and hardness testing.
7. Obtain, order, and ship blood labs and water samples for testing and maintain related documentation.
8. Provide patient education as required.
9. Responsible for recognition of and notification to RN(s) of safety parameters (power outages, water pressure changes, equipment malfunction, etc.) Assist RN(s) as needed and assigned
10. Assemble all necessary supplies and equipment at chairside for each shift as well as restocking and maintaining clean stations and work areas.
11. Seal and dispose of bio-hazard materials accordingly.
12. Participate in the development of Patient Care Plans and QA/CQI programs as required.
13. Operate Doppler, oxymeter, and glucometer.
14. Administer heparin as needed and instructed.
15. Assist with clinical and equipment orientation of new staff.
16. Follow infection control guidelines and practice universal precautions, utilizing appropriate personal protective equipment as needed.
17. Monitor and ensure timely attention to preventative maintenance and repair on dialysis machines with appropriate documentation.
18. Perform all water tests according to AAMI standards and unit policy.
19. Monitor supply of parts for machines and order when necessary.
20. Monitor, test and document as needed for water samples.
21. Responsible for ensuring electrical tests are done initially on new dialysis equipment and annually thereafter.
22. Insure proper operation of the reverse osmosis system and take corrective measures as necessary.

- 23. Responsible for recognition of safety parameters in the Center: a) equipment malfunctions; b) water pressure changes; c) power shortages; and immediately report any action levels to Facility Administrator or designee.
- 24. Responsible for water system and dialysis equipment orientation for new staff.
- 25. Other job related duties as assigned.

Description Reviewed: Employee _____ **Date** _____

Supervisor _____ **Date** _____