

POSITION DESCRIPTION

DIALYSIS TECHNICIAN II

Reports To: Nurse Manager

Position Status: Non-Exempt

Supervises: No One

Effective Date: 11/1/07

GENERAL SUMMARY

The Dialysis Technician receives direction for the delivery of patient care from the unit registered nurse, supervisor, or manager. The position is also responsible for operating dialysis equipment, communications with patients, staff, and outside organizations, observing safety procedures, and performing relief and/or project duties as related to the overall goals of the department and company. Treatments and decision-making is based on established procedures and practices.

DUTIES and RESPONSIBILITIES

Assessment

1. The Dialysis Technician II shall collect patient data according to standard NKC dialysis procedures and as directed by the Registered Nephrology Nurse.

Intervention:

1. Provides direct patient care under the supervision of a Registered Nephrology Nurse.
2. Performs hemodialysis tasks, which include: setting-up dialysis machines and checking equipment; coupling patients to dialysis; monitoring treatment; uncoupling patients from dialysis; cleaning; refers identified problems appropriately; and performs other tasks as delegated.
3. Operates equipment such as dialysis machines or unit laboratory testing equipment.
4. Performs appropriate procedures for dialysis-related emergencies.
5. Co-monitor technical tasks of orientees when requested by the Education Department.

Human Worth:

1. Provide care the communicates acceptance of the patient's and family's beliefs, culture, religion, and socioeconomic background, provide care consistent within the Patient Bill of Rights.
2. Respect and guard the patient's confidentiality. Respect other staff and visitors.
3. Assure protection of patients' privacy.

Communications:

1. Receive and provide pertinent patient care data through appropriate channels: Registered Nephrology Nurse, Shift supervisor and /or Nurse Manager.
2. Document appropriate data on the specified worksheets or computer.
3. Document technical problems in the progress notes.

Environment

1. Comply with infection control practices.
2. Provide patient privacy within the limits of safety.
3. Familiarize yourself with emergency plans as posted in the units in the event of an emergency.
4. Report and accidents or incidents to a Registered Nephrology Nurse and initiate appropriate documentation.

Organization

1. Be responsible for his/her own time management to accomplish assigned tasks within a specified time and allow for rest periods and meals.
2. Assist in additional projects and tasks to include filling carboys, cleaning instruments, ER equipment checks, and maintaining a clean working environment.

JOB CONDITIONS and PHYSICAL EFFORT

1. Must be able to communicate effectively in English on the phone, in writing, and in person.
2. Must be able to use a computer keyboard, mouse, and pull down windows in an efficient manner. Must be able to demonstrate use of appropriate software after training.

3. Duties and responsibilities are performed in a clinical dialysis unit. The Dialysis Technician II is exposed to fumes from chemicals such as formaldehyde, blood other body fluids, temperature changes, and may work within a confined space.
4. Physical activities require the ability to stoop, kneel, crouch, reach; stand, walk; push, pull, lift; fingering, grasping, feeling; talking, hearing; and repetitive motions of hands, wrists, fingers. Eye-hand coordination must be very good.
5. The physical requirements include the ability to lift/move objects weighting up to 100 pounds occasionally, and lift/move objects up to 50 pounds frequently.
6. The position requires visual acuity to read, inspect dialysis machines, and provide patient care.
7. The Dialysis Technician must be willing to work with hepatitis and HIV-positive patients and those isolated for medical reasons following NKC recommended guidelines. Technicians are also required to receive or provide documentation of vaccination against hepatitis B.
8. Complies with all applicable rules and regulations for ESRD and State Certification.

CUSTOMER SERVICE STANDARDS

All staff are responsible for demonstrating good customer service and professionalism.

1. **CONSIDERATION:** Greet customers promptly; Show courtesy; Recognize customers' needs; Respect privacy.
2. **CONCERN:** Listen to customers; Express appreciation; Be non-judgmental; Take responsibility.
3. **CONFIDENCE:** Show a positive attitude; Take personal initiative; Inform; Educate and reassure; Provide prompt follow-up.
4. **CONDUCT:** Hold appropriate conversations; Maintain a professional appearance; Establish teamwork; Show professional competency.

EDUCATION and EXPERIENCE

The Dialysis Technician II should have the equivalent of high school graduate level training; education in the science field is preferred.

PRERERRED SKILLS AND ABILITIES

Ability to work with technical equipment, basic math and writing skills, general understanding of chemistry, and the ability to perform vital signs and venipuncture's.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not to be considered as an exhaustive list of all job tasks performed by people so classified.

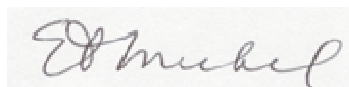
REVIEW and APPROVAL



Vice President of Clinical Services

11/1/07

Date



Vice President of Human Resources

11/1/07

Date