

Hutchinson Clinic  
Structured Compensation - Job Description  
**Medical Technologist**

Prepared on: 12/12/2007

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|              |                                |                 |            |
|--------------|--------------------------------|-----------------|------------|
| Department:  | Laboratory Department          | Grade:          | 9          |
| Reports To:  | Laboratory Supervisor          | Classification: | Non-Exempt |
| Supervises:  | Direct: 0          Indirect: 0 |                 |            |
| Approved By: | Compensation Committee         | Effective Date: | 4/10/1997  |
|              |                                | Revised Date:   | 3/19/2003  |

Role:

Perform laboratory procedures using established and approved protocols, which require the broad exercise of independent judgement and responsibility with minimal technical supervision.

Major Duties and Responsibilities:

(E) Essential or  
(N) Nonessential

|     |   |   |
|-----|---|---|
| 70% | Performs complex laboratory procedures; recognizes deviation from expected results; analyzes and corrects problems using scientific principles.           | E |
| 10% | Analyzes quality control data, makes judgements concerning the results, and takes appropriate action to maintain accuracy and precision.                  | E |
| 5%  | Incorporates principles of educational methodology in the instruction of new employees and students and in the laboratory's continuing education program. | E |
| 5%  | Performs related work as required.  | N |
| 5%  | Answers inquiries regarding test results, methodology, test specificity and sensitivity and specific factors that can influence test results.             | E |
| 5%  | Inventories laboratory supplies; cleans equipment and work areas, and disposes of contaminated materials.   | E |

Expectations:

1. Maintains a professional and friendly atmosphere for patients and co-workers.
2. Abides by all clinic safety policies.
3. Maintains patient confidentiality.
4. Assists with instruction of Medical Laboratory Technician students who take clinical rotation at the clinic.
5. Approaches laboratory testing with a conscientious concern for the importance of his/her work.
6. Understands and deals with possible interferences with laboratory testing.
7. Observes all clinic guidelines and policies.

Knowledge and Skills:

|                       |  |
|-----------------------|--|
| Experience:           | Two years to five years of similar or related experience.  |
| Education:            | Equivalent to a college degree.  |
| Interpersonal Skills: | Courtesy, tact, and diplomacy are essential elements of the job. Work involves personal contact with others inside and/or outside the organization, generally regarding routine matters for purposes of giving or obtaining information which may require some discussion. |
| Other Skills:         | Lifts and carries items weighing up to 50 lbs.   |

**Confidential**

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**This Job Description is not a complete statement of all duties and responsibilities comprising this position.**

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