

SURGICAL TECHNICIAN

- JOB DESCRIPTION -

INTRODUCTION

The surgery technician provides consistent, informed, compassionate care for all specialty/referral surgery patients and clients. The purpose of this position is to assist the surgeon with all referral consultations, surgical patients, client and referring veterinarian communications, and prepare, assist and monitor all specialty/referral surgical patients and procedures. This is an overview of the position and is not limited to the duties listed.

MAJOR DUTIES

- Review consultation and surgery schedule and set up surgeries in coordination with patients' needs and the schedules of the veterinarians.
- Prepare estimates and ensure deposits are collected with CSR at surgical drop off.
- Gather all necessary instruments and equipment needed for procedures.
- Obtain or review preliminary blood results as early as possible in the morning and review all surgical patients' medical records. Have anesthetic machine, operating room, and all other supplies and instruments ready
- Knowledge of running in house lab machines and sending lab samples to reference labs.
- Verify drug usage and draw up controlled substances. Prepare/Calculate anesthetic drugs according to pet's weight and needs.
- Nursing skills include proper animal restraint, anesthesia monitoring, intubation of cats and dogs, catheter placement, phlebotomy, and performing treatment
- Able to monitor and care for patients using state of the art equipment and protocols
 - Pulse oximeter
 - Electrocardiogram
 - Blood pressure
 - Ventilator
- Clean up animals following surgery, give injections of medications if deemed necessary, trim nails, microchip or any other procedures as outlined in the surgical consent form. Check the medical record to see if anything else is needed while the pet is in the hospital.
- Help prepare action plans for surgical discharges, setup patient discharges and recheck appointments
- Clean and sterilize all instrument packs, drapes and equipment used, so that they will be ready the next time they are needed.
- Invoice all patients out for surgical services and update all medical records for patients.
- Review sterilization dates on instruments and re-sterilize as needed.
- Maintain inventory on all suture or surgery supplies and place them on the want list, if needed.
- Maintain cleaning schedule for surgery and checklist for general maintenance as needed. Thoroughly clean surgery room and area weekly.

- Complete daily surgical checklists.
- Perform any other duties that are requested by the lead surgical technician or Hospital Manager.

CONTROLS OVER WORK

Works under the direct supervision of the Medical Directors and Lead surgical technician, however, may also receive direction from veterinarians on a daily basis. Recognize non-routine or unusual situations and refer them to the Hospital Manager with recommended solution(s). Work is reviewed in terms of the adequacy of services provided.

OTHER SIGNIFICANT FACTS

Skills and Knowledge:

High school diploma or equivalent.

Veterinary Technician Certification (CVT) desirable but not required.

Previous on-the-job training required when not CVT.

Can perform all duties expected of Doctor's Technician, as well as extensive knowledge and training with anesthesia protocols, and hemostasis.

Requires knowledge of hospital procedures outlined in the current employee manual as well as those that are implied (reasonable expectations). Knowledge of spelling and the meaning of commonly used veterinary terminology in order to accurately enter specific information in to surgery logs.

PHYSICAL EFFORT

The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. While performing the duties of this job, the employee is frequently required to bend, stand, stoop, walk, sit, talk, and listen; may be required to walk or stand for long periods of time; will use hands to manipulate, handle, or feel; will reach with hands and arms. The employee is often required to lift and carry animals weighing forty pounds or more; handle dogs weighing up to 150 lbs.

WORK ENVIRONMENT

While performing the duties of this job, the employee is exposed to hazards associated with aggressive patients; hazards associated with infected animals and controlled substances; exposure to unpleasant odors and noises; exposure to bites, scratches and animal wastes; possible exposure to contagious diseases.