



PRINCIPAL HEALTHCARE SOLUTIONS

Quality. Excellence. Leadership.

Geisinger Medical Center – Danville, PA

JOB TITLE:

Analytical Specialist – Blood Bank

JOB SUMMARY:

Provides day-to-day technical supervision of testing personnel ensuring the proper performance of all laboratory procedures and report of test results. Performs duties to provide the highest level of patient care and maximize patient satisfaction. Promotes standardization through collaboration and coordination within a specialty. Performs duties to support the goals and objectives of the GHS in its efforts to provide quality patient care and patient satisfaction. Directly accountable to the Doctoral Director(s) and under the administrative direction of the Operations Director, Manager, Supervisor or Team Leader.

MAJOR DUTIES AND RESPONSIBILITIES:

1. *Performs technical duties and provides technical knowledge and support to staff and clients within a department of responsibility.
2. *Analyzes technical problems and resolves in accordance with established laboratory policies. Reviews test results, quality control records, proficiency testing results and preventative maintenance records. Ensures that remedial actions are taken whenever test systems/QA deviate from established performance specifications.
3. *Collaborates the planning of capital purchases and leases with the appropriate section Doctoral Director and Operations Director.
4. *Participates with the Director and other system colleagues in the development of new testing, validation and evaluation of new equipment, reagents, instrumentation and technologies.
5. *Maintains a working knowledge of applicable regulatory standards and ensures that compliance of standards is maintained.
6. *Participates in the analysis of cost for materials and negotiation of contracts to obtain favorable prices. Responsible for section purchasing, receiving, and inventory management to reduce costs.
7. *Accepts responsibility for effective cost accounting and cost management. Maintains adequate supply inventory.
8. *Participates in and coordinates the development of policy and procedure manuals with doctoral director and system colleagues. Assures timely and regular review of procedure manuals.
9. *Provides orientation to all new employees and/or identifies training needs and ensures that employees receive appropriate in-service training and education for their job responsibilities. Continually evaluates monitors and documents the performance of competency of each employee.
10. *Participates in annual performance appraisals.
11. *Collaborates with their specialty specific colleagues at other lab locations to assure standardization system-wide.
12. *Member of the Best Practice Committee for their area of responsibility.

13. *Performs in a changing environment utilizing independent thinking, handling uncertainty, being receptive to new ideas and challenges, and integrates system focused solutions. Effectively leads others through change.
14. *Encourages and engages in a service-oriented behavior designed to support and meet the needs of our various clients. Provides timely consultations and takes prompt action to correct problems and issues.
15. *Participates in educational/training activities to acquire new skills and maintain current proficiency. Accepts that overnight travel may be required.
16. Performs other duties as required or assigned. * Denotes essential job functions.

COMPETENCIES & SKILLS:

Demonstrates good organizational skills and effective communication skills. Possesses basic PC navigation skills and is able to access applicable computer applications as needed for job functionality. Knows and abides by GHS and GML policies and procedures including compliance policies.

EDUCATION AND/OR EXPERIENCE:

Bachelor's degree in Medical Technology required or three years of college and completion of one year CAHEA accredited school of medical technology required, or Bachelor of Science in chemistry, biological or physical sciences plus one year of experience/training in the specialty/subspecialty in which the tests are performed required, or three years of accredited college course work and completion date in compliance with Pennsylvania clinical laboratory regulation required, or performed duties of a medical technologist prior to June 14, 1974, and with continuous (full- or part-time) pertinent, clinically related laboratory employment since that date required, or passed proficiency exam given by the HHS (formerly HEW) with designation as a clinical laboratory technologist required. Requires five years laboratory experience, which includes three years in the pertinent technical specialty.

WORKING CONDITIONS/PHYSICAL DEMANDS:

Work is typically performed in a clinical environment. Possible exposure to infection from disease bearing specimens. Exposure to odorous chemicals and specimens. Must comply with applicable safety procedures. Physical demands: Standing: Remaining on one's feet in an upright position. Handling: Seizing, holding, grasping, or otherwise working with hands. Fingering: Picking, pinching, or otherwise working with fingers. Vision requirements: Able to pass standardized color vision test. Protective Equipment (as required by procedure performed): Eye protection, face protection, lab coat, non-sterile medical gloves.

CONTACT:

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