

## JOB DESCRIPTION

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**Job Title:** PRN Surgical Technologist

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**Location:** Ambulatory Surgery Center

**Reports To:** Surgical Technologist/Central Sterile Lead

**Supervisory Responsibilities:** None

**Classification:** Non-Exempt, PRN

**Pay Range:** \$27.24 - \$41.44 per hour (*pay is determined based on a scale of 0-16+ years of experience*)

**Summary/Objective:** The Surgical Technologist will, under the supervision of surgeons, registered nurses, or other surgical personnel, help in setting up the operating room, preparing and transporting patients for surgery, adjusting lights and equipment, passing instruments and other supplies to surgeons and surgeon's assistants, holding retractors, cutting sutures, and helping to count sponges, needles, supplies, and instruments.

### Essential Functions:

- Opens sterile supplies and prepares for each operative procedure.
- Assists surgeons during procedure according to prescribed standard. Assists and anticipates the needs of the surgeon.
- Sets up sterile surgical table instruments and supplies according to the type of operation.
- Maintains correct count of sponges/needles per ASC policy and procedure.
- Maintains aseptic technique at all times as dictated by accepted standards.
- Assists in maintenance and care of specimens as directed.
- Assists in application of dressings, casts, and in moving patients as needed.
- Decontaminates all equipment, instruments, and supplies as directed in procedure.
- Compiles and makes available all necessary supplies needed for procedures. Prepares surgical trays, instruments, equipment, and supplies as directed in procedures.
- Helps clean and maintain rooms, equipment, and furniture according to prescribed procedures.
- Assists in inventory storage and retrieval of supplies and equipment.
- Assists with all procedures as assigned by lead staff.
- Maintains confidentiality of all patient and facility's communications and documentation.
- Communicates a positive and caring attitude toward patient, peers, staff and all other contacts.
- Demonstrates the knowledge and skills necessary to provide care appropriate to the age of the patients served. Demonstrates knowledge of the principles of growth and development over the life span and can identify and categorize each patient's age-specific grouping of needs.
- Seeks guidance, direction and assistance when needed.
- Always follows facility policies and procedures.

### Required Skills and Experience:

- Successful completion of a Surgical Technologist Program
- Current Surgical Technologist Registration or the ability to obtain one
- Current BLS certification or the ability to obtain one within 90 days from the start of employment.

- Ability to work well under pressure, detail oriented, with excellent multi-tasking and organizational skills.
- Ability to work well with physicians, employees, patients, and others.
- Knowledge of organizational policies, procedures, and systems.

**Work Environment:** Well-lit and ventilated. Worker may be exposed to fumes, chemicals, cold, noise, radiation, blood/body fluids, and infectious diseases.

**Physical Requirements:** While performing the duties of this job, the employee is constantly required to move about the facility along with positioning oneself to maintain equipment and supplies. The employee will also be required to be in a stationary position for long period of time. Will often be in contact with patients and required to move, position, or transport them. Regularly operates equipment including, but not limited to computers, phones, copiers, and printers. The employee is regularly required to communicate and exchange accurate information with other individuals.

**Schedule Requirements:** This is a PRN position that could include day and/or weekend shifts. We ask that you can commit to working at least 4 shifts a month.

**Summary of benefits:**

Eligible to participate in the 401K plan, company pension plan, and will accrue paid sick leave at a rate of 1 hour earned for every 40 hours worked.

**I have read the PRN Surgical Technologist Job Description and understand the functions of the position.**

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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