

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼
HUMAN RESOURCES ENTERPRISE

MEDICAL LABORATORY TECHNICIAN

DEFINITION

Performs routine chemical, bacteriologic, hematologic and other tests and examinations used in the diagnosis, care, and treatment of patients; or performs routine autopsy duties in the receipt, preparation and disposition of deceased persons; performs related work as required.

The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

WORK EXAMPLES

Performs routine hematological and serological determinations such as white cell counts, hemoglobin, platelet, reticulocyte, and sedimentation tests.

Prepares tissue and smear samples for pathological examinations in connection with autopsies and general pathology work.

Performs routine chemical and bacteriological examinations of urine, sputum, bile, abscess and throat cultures, and stool samples for various kinds of determinations.

Performs venipunctures and reports test results according to established procedures; schedules patients for laboratory tests; collects blood, urine, and other specimens for analysis; runs specified instrumentation.

Conducts, when required, electrocardiographic and electroencephalographic examinations.

Performs, when required, routine and non-involved radiographic examinations; positions patients; adjusts equipment; develops film; and maintains the darkroom.

Processes and files all related diagnostic examination records and reports; performs other clerical work as needed.

Receives, stores and releases bodies to authorized persons for autopsies or removal; keeps a record of autopsies and the reception, transfer and release of bodies.

Removes bodies from storage compartment to the Autopsy Room; disrobes, cleans, tags, and weighs bodies and assists in collecting and labeling specimens and specimen containers.

Assists the pathologist with the physically arduous procedures of the autopsy, e.g., moving bodies, assisting with eviscerations, removing the skullcap, weighing the organs and opening the intestines.

Replaces organs, packs cavities, sutures, washes, shrouds, and returns bodies to refrigerated storage vaults after completion of autopsy.

Prepares bodies for photographing and fingerprinting by law enforcement, for viewing by medical examiners, relatives and friends and for transfer of unclaimed bodies.

Maintains mortuary premises, equipment and instruments in a clean and sanitary condition.

COMPETENCIES REQUIRED

Knowledge of laboratory techniques, equipment, procedures and terminology.

Knowledge of routine laboratory testing and analysis methods.

Knowledge of quality control requirements used in a medical laboratory.

Knowledge of biological hazards such as hepatitis and AIDS as well as other blood borne pathogens.

Knowledge of X-ray techniques and equipment if required.

Knowledge of electrocardiographic and electroencephalographic techniques and equipment if required.

Knowledge and integrated understanding of medical/forensic principles, practices, procedures, and standards.

Knowledge of recordkeeping and filing.

Ability to carry to completion complex written and oral instructions covering a variety of examination and test procedures.

Ability to work with precision, utilizing dexterity in making fine, coordinated movements.

Ability to work in proximity to unpleasant/distressing sights and odors.

Ability to meet physical requirements necessary in handling of the bodies.

Ability to work effectively with a wide range of individuals.

Ability to maintain quality, safety, and/or infection control standards.

Ability to communicate professionally with county medical examiner and law enforcement personnel.

Displays high standards of ethical conduct. Exhibits honesty and integrity. Refrains from theft-related, dishonest or unethical behavior.

Works and communicates with internal and external clients and customers to meet their needs in a polite, courteous, and cooperative manner. Committed to quality service.

Displays a high level of initiative, effort and commitment towards completing assignments efficiently. Works with minimal supervision. Demonstrates responsible behavior and attention to detail.

Responds appropriately to supervision. Makes an effort to follow policy and cooperate with supervisors.

Aligns behavior with the needs, priorities and goals of the organization.

Encourages and facilitates cooperation, pride, trust, and group identity. Fosters commitment and team spirit.

Expresses information to individuals or groups effectively, taking into account the audience and nature of the information. Listens to others and responds appropriately.

EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS

Experience equal to eighteen months of full-time work involving the performance of laboratory tests and examinations as illustrated in this class description;

OR

registration as a Certified Laboratory Assistant through the American Society of Clinical Pathologists;

OR

registration as a Certified Technician through the American Medical Technologist Association;

OR

registration as a Certified Technician through the International Society of Clinical Technicians;

OR

an associate of arts degree in the field of medical laboratory technology and registration as a Registered Laboratory Technician through the American Society of Clinical Pathologists.

NOTE:

Applicants must be sure to list applicable course work and training on their application.

Effective Date: 2/03 BK