

# Fox Valley Surgical Associates

## Job Description

### Surgical Technologist Certified/Non-Certified

**General Summary:** This nonexempt position is responsible for assisting in surgical operations as part of a team under the supervision of surgeons, registered nurses, or other surgical personnel.

#### Essential Job Responsibilities:

1. Helps prepare the operating room by setting up surgical instruments and equipment, sterile drapes, and sterile solutions.
2. Assembles both sterile and nonsterile equipment, as well as adjusts and checks it to ensure it is working properly.
3. Prepares patients for surgery by washing, shaving, and disinfecting incision sites.
4. Transports patients to the operating room, helps position them on the operating table, and covers them with sterile surgical drapes. Checks patient charts. Assists the surgical team with putting on sterile gowns and gloves.
5. May hold retractors, cut sutures, and help count sponges, needles, supplies, and instruments. Observes patient vital signs. Helps prepare, care for, and dispose of specimens taken for laboratory analysis and helps apply dressings. May operate sterilizers, lights, or suction machines and helps operate diagnostic equipment.
6. Occasionally helps to transfer patients to the recovery room after surgery.

#### What You Will Do:

Provide direct assistance to surgeons during surgical procedures.

1. Position patient to give best exposure for surgical procedure, using stabilizing equipment when necessary, while maximizing patient comfort and safety.
2. Provide visualization of the operative site using appropriate method, including manipulation of tissue and material, retraction, sponging, suctioning and irrigation.
3. Utilize appropriate technique to achieve temporary and permanent hemostasis.
4. Assist with body plane closure, application of wound dressings and securing of drainage systems.
5. Assist in room clean up and the removal of the soiled case cart, supplies, and trash from OR room as needed at the completion of the surgical case.
6. Participates a surgical team member in the preparation of the surgical suite according to surgeon's preference cards with appropriate instruments, resources and supplies.

**Education:** High school diploma. Surgical technologist training from community/junior colleges, vocational schools, hospitals, or the military. Surgical first assist training/experience is required.

**Experience:** Minimum one year of experience in multispecialty surgical unit preferred.

**Other Requirements:** Technologists may obtain voluntary professional certification from the Liaison Council on Certification for the Surgical Technologist by graduating from one of its accredited programs and passing a national certification exam. Continuing education or reexamination is required to maintain certification every four years.

**Performance Requirements:**

*Knowledge:*

1. Knowledge of biology, chemistry, and mathematics.
2. Knowledge of anatomy, physiology, microbiology, pharmacology, professional ethics, and medical terminology.
3. Knowledge of safety, infection control, and quality improvement protocols.

*Skills:*

1. Skill in operating surgical equipment including both sterile and nonsterile equipment.
2. Skill in maintaining sterile environment.
3. Suturing, suture tying helpful (will train)
4. Previous first assist helpful.

*Abilities:*

1. Ability to respond quickly in order to have instruments and other sterile supplies ready for surgeons without being told.
2. Ability to remain emotionally stable, conscientious, and orderly to handle the demands of the operating room environment.
3. Ability to demonstrate eye–hand coordination, manual/finger dexterity, and agility.

**Equipment Operated:** Variety of surgical equipment and instruments including sterilizers, lights, suction machines, and diagnostic equipment.

**Work Environment:** Primarily operating room setting. Frequent contact with diverse individuals. Maximum exposure to infection, bodily fluids, and sharp instruments. May be exposed to communicable diseases and unpleasant sights, odors, and materials.

**Mental/Physical Requirements:** Variety of standing, walking, bending, stooping, twisting, and reaching. Requires occasional lifting/carrying/moving of equipment, patients and supplies. Must stand for long periods and remain alert during operations.

Practitioner's Signature \_\_\_\_\_ Date \_\_\_\_\_