

MEDICAL TECHNOLOGISTS

PREAMBLE

This series includes positions which provide diverse technological services in the medical field in Laboratory and X-Ray Units throughout the province. Technological services cover various disciplines such as: radiography, electrocardiography, hematology, urinalysis, biochemistry, microbiology, serology and blood banking.

In addition to providing technological services, positions in this series also function as supervisors and administrators and provide support services in the area of scientific research and in the development of new and/or improved technological and administrative procedures.

The levels in this series are determined by a number of factors such as technical complexity, specialist and generalist/specialist role, administrative and supervisory duties, number of disciplines, sophistication or diversity of procedures and programs, education, size and/or complexity of laboratory, unit or section. These factors are defined as follows:

1. TECHNICAL COMPLEXITY

This is broken into two categories of standard and difficult tests. Standard tests are those where the methods are fully prescribed but some judgments are required in determining causes of deviations from anticipated results, or tests which require a series of steps to arrive at a conclusion. Difficult or complex tests are those where routine procedures are not always applied and where some experimental techniques and greater judgment is required, or where there are numerous technical changes requiring the use of sophisticated instrumentation.

2. SPECIALIST

This is defined as incumbents who regularly perform work at a higher level of expertise in carrying out difficult, advanced or complex testing and who are required to train other technical/professional personnel and/or function as the resource technologist.

3. ADMINISTRATIVE AND SUPERVISORY

This applies to positions which function as Sub-Unit or Sub-Section Supervisors, Section Heads and Area Chief Supervisors. These are defined as follows:

“This information is available in alternate formats upon request.”

(a) Sub-Section or Sub-Unit Supervisor

-These positions are responsible for the day to day operation of a LAXUS Unit which includes supervision of a small staff, all technological and administrative routines and procedures and maintenance of equipment.

-Responsible for the day to day operation of a sub-section within a large section of the CPL which includes responsibility for staff supervision, technical and administrative procedures.

-Responsible for the day to day operation of a sub-section in a large Laboratory or X-Ray department within the largest rural units, which includes staff supervision, administrative and technological procedures. The largest units are designated at Dauphin, Portage and Selkirk.

(b) Small Sub-Unit

This refers to positions which are responsible for a small rural unit where the employee is the sole technologist in the unit.

(c) Section Head

These positions are also referred to as Chief or Charge Technologists. In rural areas they are located in the largest Units and function as the supervisor in charge of a large Laboratory or X-Ray department, OR in the CPL they function as a supervisor in charge of a section in a specific technology. Responsibilities include all day to day administrative and technological procedures.

(d) Area Chief Supervisor

Area Chief Supervisors are also known as Area Chief Technologists. They are responsible for co-ordinating several separate LAXUS Units within an assigned area in the province, which includes supervising staff through subordinate Section Heads and Sub-Unit Supervisors and co-ordinating all staffing, workloads, administrative and several technological disciplines, safety, continuing education.

(e) Education Co-ordinator

These positions are responsible for co-ordinating and providing educational training for staff and students.

4. ABBREVIATIONS

For simplicity, the following abbreviations will be used throughout the specifications.

CAMRT - Canadian Association of Medical Radiation Technologists CSLT -

Canadian Society of Laboratory Technologists

CPL - Cadham Provincial Laboratory LAXUS -

Laboratory and X-Ray

MEDICAL TECHNOLOGIST 1

Class Definition

Medical Laboratory and Radiology Technologists in this class carry out required procedures related to the technology field(s) in which they have been trained.

Tests conducted are normally routine and as experience is gained, incumbents will perform more specialized procedures. They may assist senior technologists with the training of other technologist/professional personnel and may supervise ancillary staff.

Qualifications

Knowledge and Experience

Certified Technologist currently registered with CSLT or CAMRT. Knowledge of Laboratory and/or radiological procedures related to work performed.

Employees who are not certified and registered will be hired as a Medical Technician 1.

MEDICAL TECHNOLOGIST 2

Class Definition

This level is assigned to positions where a higher level of technical expertise is required. This level is also assigned to positions which are in charge of a small sub-unit where no full time staff supervision is involved.

(a) CPL

This is the senior working level in the CPL where incumbents perform with a minimum of supervision, not only all routine procedures, but also regularly perform the more advanced and specialized procedures in their area of expertise.

Incumbents will provide instruction and practical training to technologist/professional personnel and ancillary staff and assume responsibility for accuracy and reliability of tests.

(b) LAXUS

1. This level is assigned to incumbents who perform general specialist duties in large units and perform the more specialized techniques in speciality areas. Incumbents provide practical instruction and training to Medical Technologists and/or ancillary staff, advising on theoretical aspects of work and assume responsibility for accuracy and reliability of tests and the general operation of the sub-section. Incumbents also act as a resource technologist to other technologists in the area.
2. This level is also assigned to staff who are responsible for small sub-units and perform all standard and/or specialized tests and assume responsibility for minor administration or clerical matters for that unit.

Incumbents in either (a) or (b) above are required to assist in developing new or changed procedures and/or techniques and ensuring procedures related to equipment are known and followed.

Qualifications

Knowledge and Experience

MEDICAL TECHNOLOGIST 3

Class Definition

Certificated Technologist currently registered with CSLT or CAMRT. A thorough knowledge of laboratory and/or radiological procedures. Three years' related experience as a Medical Technologist or equivalent experience and training recognized by the department as sufficient to perform the duties competently.

MEDICAL TECHNOLOGIST 4

Class Definition

This level is assigned to positions which function as sub-section or sub-unit supervisors and are responsible for the administration and supervision of staff and for performing the more advanced and/or specialized testing.

This level is differentiated from the 2 level in that positions in the 3 level not only act as specialists in performing procedures in their area of expertise, but also are responsible for both supervision of staff and related administrative duties.

(a) CPL

This level is assigned to sub-section supervisors who are responsible for supervising a group of technologists by organizing workloads, ensuring procedures are followed, resolving problems, training technologists and assuming day to day administrative responsibilities for results, reports, stock, etc.

(b) LAXUS

This level is assigned to sub-unit supervisors in a rural unit who are responsible for the staff supervision, general operation of the unit and related administrative duties such as reports, equipment, work delegation, safety procedures, etc. Provides practical instruction and training to Medical Technologists and ancillary staff. Will perform the more specialized techniques.

Qualifications

Knowledge and Experience

Certified Technologist currently registered with CSLT or CAMRT. A thorough knowledge of laboratory and/or radiological procedures. Three years' related experience as a Medical Technologist or equivalent experience and training recognized by the department as sufficient to perform the duties competently.

MEDICAL TECHNOLOGIST 5

Class Definition

This level is assigned to incumbents who function as a Section Head in a Section of CPL or as a Section Head of a department in a large rural unit.

(a) CPL

An incumbent is responsible for the daily operation of the section which involves supervising and carrying out all personnel activities required for the efficient operation of the section. Other duties include scheduling shifts and workloads, requisitioning supplies and assisting in acquisition of equipment, maintaining quality control, assisting in evaluation of new techniques, products, equipment, training technologists in new procedures and techniques, ensuring safety procedures for the section as followed.

(b) LAXUS

An incumbent is responsible for the daily operation of a Laboratory or X-Ray department which includes duties as outlined in (a) above. Incumbents will also act as the resource technologist for sub-unit supervisors in the area.

Qualifications

Knowledge and Experience

Certified Technologist currently registered with CSLT or CAMRT. Post-graduate training in related fields would be an asset. Five years' experience in specific duties required by the position or training and experience as recognized by the department as sufficient to perform the duties competently.