

PATIENT CARE ASSISTANT - JOB DESCRIPTION

GENERAL DESCRIPTION:

Perform a variety of specialized technical and supportive patient care activities to assist medical professionals' personnel in diagnostic, therapeutic and research procedures.

DUTIES AND RESPONSIBILITIES:

1. Determine, prepare and set up medical supplies and equipment for diagnostic, therapeutic and research procedures.
2. Confer with patients to obtain information for chart and laboratory records and then explain procedures allay fears and elicit cooperation.
3. Prepare patients for diagnostic and therapeutic procedures to include obtaining specimens, taking vital signs and measurements, positing patients and attaching equipment leads to specific body locations.
4. Assist physicians and nursing staff when needed
5. Assist with equipment such as polygraphs, magnetic and video tape recorders, X-ray machines.
6. Education of the general public as to what a CST is and what his or her specific duties on the health care team entail.

REQUIRED QUALIFICATIONS:

EDUCATION: Work required completion of a related 1 year technical school program.

DEGREES LICENSURE AND/OR CERTIFICATION

PCT: BCLS/CPR

PCA: BCLS/CPR, Phlebotomy and EKG Certification

Employee Name (Print) _____

Employee Signature _____

Date _____