

POSITION DESCRIPTION

December 2020

This document is subject to review from time to time.

<u>POSITION TITLE:</u>	MEDICAL LABORATORY SCIENTIST
<u>LABORATORY:</u>	POINT OF CARE
<u>INCUMBENT:</u>	
<u>REPORTS TO (Title):</u>	SECTION HEAD, CORE BIOCHEMISTRY

Te Whatu Ora Health NZ is committed to the principles of the Treaty of Waitangi and the overarching objectives of the New Zealand health and disability strategies.

PRIMARY FUNCTION:

- To ensure that all Point of Care Testing (POCT) within the hospitals, the departments of Te Whatu Ora Health NZ Waitaha Canterbury and the wider Canterbury Region is carried out to the appropriate standards.
- Provide training and on-going assessment of staff in the operation of POCT equipment within hospitals (private and public), Medical Practices and Pharmacies.
- To provide a high quality service to clients and POCT users.

Organisational Vision

Te Whatu Ora Health NZ Waitaha Canterbury vision is to improve the health and wellbeing of the people living in Canterbury.

Organisational Values

- Care and respect for others
- Integrity in all we do
- Responsibility for outcomes

LOCATION:

CORE BIOCHEMISTRY LABORATORY
CANTERBURY HEALTH LABORATORIES
524 HAGLEY AVE
CHRISTCHURCH 8011

KEY PERFORMANCE OBJECTIVES:

Task	The Medical Laboratory Scientist, Point-of-Care, in conjunction with the POCT Technical Lead is required to identify and address the training needs of the medical, nursing staff and other clinical staff of primary and secondary healthcare providers, including Te Whatu Ora Health NZ Te Tai o Poutini West Coast with regard to the use of POCT.
Expected Result	<ul style="list-style-type: none"> • Identify staff training requirements • Implement programmes to meet the training needs • Ongoing staff competence is maintained.
Task	The Medical Laboratory Scientist, Point-of-Care is required to provide a high quality service to clients and POCT users.
Expected Result	<ul style="list-style-type: none"> • Clients receive polite, courteous and prompt responses to their requests or enquiries. • Any problems or complaints are notified at the earliest opportunity to the POCT Technical Lead or Section Head.
Task	The Medical Laboratory Scientist, Point-of-Care is required to understand and be able to operate the various analysers sited in the locations throughout the Canterbury region.
Expected Result	<ul style="list-style-type: none"> • Instruments are operated in accordance with instructions. • Machine and technical irregularities are recognised and corrected where appropriate and POCT Technical Lead or Section Head notified.
Task	The Medical Laboratory Scientist, Point-of-Care is responsible for adhering to laboratory quality assurance procedure requirements.
Expected Result	<ul style="list-style-type: none"> • All tasks are carried out to standard laboratory procedures and policies. • Procedures 'out of control' are recognised and notified to the POCT Technical Lead or Section Head. • There is active contribution and participation in the departmental EQA programmes.
Task	The Medical Laboratory Scientist, Point-of-Care is required to adhere to safety programmes and procedures.
Expected Result	<ul style="list-style-type: none"> • All procedures carried out follow the safety guidelines and procedures of then location using Point-of-Care. • Unsafe procedures are recognised and notified to the laboratory Safety Officer. • Routine evaluation and reports received from laboratory Safety Officer and Section Head demonstrate adherence to procedures.

Task	The Medical Laboratory Scientist, Point-of-Care in conjunction with the POCT Technical Lead, Section Head or Service Manager is required to maintain and develop their own areas of skill and professional development.
Expected Result	<ul style="list-style-type: none"> • Mastery of acquired skills is maintained. • New skills are developed as required. • Goals and objectives are set and agreed to. • Teaching sessions are attended.
Task	The Medical Laboratory Scientist, Point-of-Care is responsible for the communication of accurate and timely information to the POCT Technical Lead, Section Head or Service Manager.
Expected Result	<ul style="list-style-type: none"> • The POCT Technical Lead, Section Head or Service Manager is kept informed of current operational, technical and other issues that might have an impact on the section.
Task	The Medical Laboratory Scientist, Point-of-Care is required to carry out general housekeeping duties.
Expected Result	<ul style="list-style-type: none"> • Work environs are maintained to an acceptably clean, tidy and safe standard.
Task	The Medical Laboratory Scientist, Point-of-Care will undertake any other duties as reasonably directed by the Core Service Manager or Section Head from time to time.
Expected Result	<ul style="list-style-type: none"> • All duties required to be performed are done so in a competent and efficient manner and in the best interests of Canterbury Health Laboratories.

FUNCTIONAL RELATIONSHIPS:

(Who are the customer/consumers/patients)

INTERNALLY:

1	Section Head
2	POCT Technical Lead
3	Key personnel and staff at CHL
4	Staff of the Te Whatu Ora Health NZ Waitaha Canterbury
5	Staff of Te Tai o Poutini West Coast

EXTERNALLY:

1	Existing POCT users
2	Potential POCT users
3	Diagnostic Suppliers
4	IANZ
5	Primary Care organisations
6	Other Medical Laboratories

QUALIFICATIONS & EXPERIENCE:

Essential

- Registration with the New Zealand Medical Science Council (NZMSC) as a Medical Laboratory Scientist
- The ability to maintain a high professional standard in line with the Code of Competencies and Standards for the Practice of Medical Laboratory Science (NZMSC, 2006)
- A current Practising Certificate issued by the NZMSC

PERSONAL ATTRIBUTES:

- Maintain a current Annual Practising Certificate by participation in a re-certification programme
- Be client focused and committed to providing a high quality service
- Possess effective interpersonal skills and be able to work as part of a team
- Have good written and oral communication skills
- Be able to work effectively and efficiently under periods of pressure
- Be able to work with minimal supervision
- Be able and willing to take responsibility for his/her own work
- Be adaptable and able to relate well to a wide range of people
- Be disciplined, self-motivated and maintain a positive approach to work

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by staff in this job classification. Staff Members may be requested to perform job related tasks other than those specified.

INCUMBENT'S SIGNATURE:	DATE:
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MANAGER'S SIGNATURE:	DATE:
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