



POSITION: Phlebotomist/Lab Assistant

POSITION DESCRIPTION

Northshore Medical Center (NMAC) is a dynamic multidisciplinary patient centered medical facility and is seeking the services of a Phlebotomist/Lab Assistant to support this fast-paced, rapidly growing medical practice. This person will be specifically responsible for drawing blood, conducting patient interviews, checking patients' vital signs, and transporting blood samples to the laboratory for testing.

RESPONSIBILITIES

- Ensure that the testing room/area is properly prepared with the required equipment and supplies
- To adequately prepare patients for the blood draw procedure, including but not limited to, calming the patient, explaining the procedure and answering questions about the process.
- To verify patients' information and properly label and retrieve blood samples
- Assist the laboratory in the testing of samples.
- Ensure that all health and safety protocols are followed.
- Daily recording of temperatures
- Daily recording of procedural Quality Control measures
- Reference lab preparation
- Preparation for Biohazard Collection
- Weekly inventory + daily stocking of Draw Station
- Pre-visit Planning for Labs Only
- Infilling/scanning + retrieval of results protocols daily
- Quality Control for point of care devices

QUALIFICATIONS / EXPERIENCE

- A certification in clinical phlebotomy or Pathology, or a related subject.
- 100 or more hours' experience in blood collections.
- Knowledge of proper handling techniques and disposal policies.
- Excellent interpersonal and communication skills to calm anxious patients.
- The ability to work in a fast-paced environment.
- Strong attention to detail, organizational skills, and good handwriting skills.

To apply for the post, go to <https://nmacbm.bamboohr.com/jobs>.

POST CLOSING: March 31st, 2022