

Human Resources
750 S. Wolcott
Room: G-50
Chicago, IL 60612



Job Code: 1964
Grade: 12
FLSA: Non-Exempt

Standard Job Description

Job Title
Operating Room Technician

Department
Labor, Delivery, Recovery & Observation

Job Summary

Under the direction of the Registered Nurse (RN) and/or Physician(s), the Operating Room Technician prepares surgical equipment and supplies, provides direct assistance during operations, and performs scrub duties. The incumbent assists with the cleaning and sterilization of instruments and equipment after surgery, and applies the principles of infection control asepsis in the performance of duties. The Operating Room Technician follows all established Operating Room policies and procedures.

Typical Duties


- Assists with the preparation of the Operating Room for surgical procedures prior to surgery by ensuring the procurement of appropriate equipment and supplies including, but not limited to: decontamination of instruments, instrument inspection, preventative maintenance and repair, replacement instrument transport and retrieval, and inventory maintenance, reports discrepancies and problems to appropriate nurse and/or physician
- Assists with operations in the capacity of a Scrub Attendant to include: the handling, passing and receiving of instrument dressings, and suture materials appropriate for the scheduled procedure
- Ensures the comfort, care and safety of patients during the operative process and receives and distributes non-narcotic medication to patients as directed by supervisory staff
- Performs Scrub Attendant duties and responsibilities in the operating room, including but not limited to: the appropriate arrangement, handling, passing, receiving, and monitoring of operating room instrument, equipment and supplies
- Prepares and maintains necessary records and reports
- Performs other duties as assigned

Reporting Relationships

Reports to the Director of Maternal Child Health-Nursing and/or Director of Perioperative Services

Minimum Qualifications

- Completion of an approved Operating Room/Surgical Technician or approved Military Program, required
- Must be a Certified Surgical Technologist

1 

Knowledge, Skills, Abilities and Other Characteristics

- Working knowledge of the standard concepts, practices and procedures of an operating room
- Thorough knowledge of the standard methods of cleaning and maintaining operating room instruments, equipment, and supplies
- Demonstrated knowledge of the standard preparation of patients for surgery and post-surgery procedures
- Thorough knowledge of the procedures used in performing the duties and responsibilities of a Scrub Attendant
- Demonstrate awareness of patient and family rights, ethical, legal, cultural, and spiritual concerns
- Ability to bend, lift, push heavy objects
- Ability to stand, stoop, bend, and reach for extended periods
- Ability to distinguish basic colors, and shades of colors
- Ability to hear normally with or without assistive device
- Ability to recognize and respond appropriately to the healthcare needs of pediatric, adult, and geriatric patients
- Ability to recognize age specific instruments and equipment needs for pediatric, adult, and geriatric patients
- Ability to directly assist physicians and nurses with operating room procedures
- Ability to apply the principles of infectious control and asepsis in performing duties
- Ability to maintain a safe and comfortable environment for patients

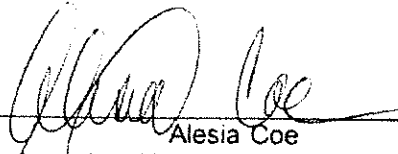
Physical and Environmental Demands

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, "Typical Duties" are essential job functions.

Approval:



Alesia Coe
Associate Nurse Executive, Inpatient

4/10/17

Date

Approval:

Gladys Lopez
Chief of Human Resources

Date

