



Western Pathology

If interested:

EMAIL HRRECRUITER@AURORADX.COM

Full Time Pathologists' Assistant

Monday – Friday, 11 am – 7:30 pm (negotiable)

Report To: Operations/General Manager

Supervises: N/A

Department: Physician's Assistant

FLSA Status: Exempt

Job Summary:

Assists in the performance of surgical pathology services under the general supervision of a Pathologist.

Essential Key Responsibilities:

- Maintains effective laboratory operations by adhering to standards of specimen collection, preparation, or laboratory safety.
- Documents specimens by verifying patient and specimen identification.
- Assists Pathologists in the preparation, grossing, and dissection of surgical specimens.
- Examines and prepares surgical pathology specimens.
- Selects and identifies tissue for microscopic study.
- Triage specimens received from surgery, dictates gross findings on selected specimen using appropriate terminology, and refers tissue sections for microscopic review by Pathologist.
- Maintains records of surgical pathology specimen dissections and dictation and assists in the compilation of reports for surgical pathology.
- Labels and stores gross tissue specimen.
- Photographs specimen samples as appropriate for use in instruction and documentation.
- Maintains and coordinates specimen and records for specialized procedures using appropriate protocols and submits requests for special histologic procedures and special stains, when appropriate.
- Removes or may remove organs, portions of bone, or other samples of tissues for any specialized study or research.
- Collects or may collect special materials for toxicological, viral, and bacteriological assays and performs special procedures for tumor triage, coronary artery perfusion, and faxitron.
- Monitors, and may order, supplies.
- Ensures appropriate stock of items needed in the gross station.

- Maintains strictest confidentiality.
- Complies with all State, Federal, professional regulations as well as company and departmental rules, policies, and procedural manuals.
- Adherence to CAP, CLIA, State Regulations, HIPAA, Safety and OSHA Regulations.
- Performs other duties as assigned.

Education/Licensure/Certification:

- Bachelor's Degree in the field of Laboratory Science, or higher.
- Nevada state licensure or eligible.
- Board of Certification (BOC) by the American Society of Clinical Pathologist (ASCP.)

Experience:

- Completion of a Pathologists Assistant program accredited by the American Society for Clinical Pathology..

Requirements:

- Successful completion of a visual color discrimination test.
- Successful completion of annual continuing education units per state licensure and/or ASCP guidelines.

Equipment:

- Computers, computer programs, information system(s), scanners, dictation machine, forceps, rulers, band saw, issue dyes, scalpel or razor blades, microtomes, cryostats, water baths, slide rack, tissue processors, drying ovens, automatic stainers, cover slippers, and personal protective equipment.

Knowledge/Skills/Abilities:

- Knowledge of CLIA regulations regarding proficiency testing, quality assurance and quality control.
- Knowledge of laboratory equipment and testing to monitor quality control checks.
- Knowledge of medical terminology to communicate with laboratory staff.
- Knowledge of safety requirements to recognize hazardous conditions.
- Knowledge of English grammar, spelling, and punctuation.
- Skill in performing a full range of laboratory tests and operating a variety of laboratory instrumentation and equipment.
- Skill in using computer programs and applications.
- Skill in effective time management and completion all specimen gross each day.
- Ability to listen, read, understand, and follow oral, and written instruction.
- Ability to communicate clearly and concisely.
- Ability to establish and maintain positive relationships with employees, physicians, vendors, clients, and external agencies.

Environmental Working Conditions:

- Laboratory Setting; exposure to communicable diseases, toxic substances, blood borne pathogens, chemical hazards, and sharp instruments.

Physical Requirements:

- Physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee is required to stand; walk; sit; use hands to finger; handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by the job include close vision, distance vision, and the ability to focus. Requires visual acuity and normal color perception.

HIPAA/PHI Security Level: HIGH

Indicate the security access level of Protected Health Information (PHI) as necessary to perform essential key responsibilities of the position (access, utilize, disclose, store, and/ or dispose of PHI).

1. Low –information access is of general nature representing summary type data rather than specific identifiable demographic or sensitive data.
2. Medium – information access is specific to an individual’s demographics and service information (type of service, services received, dates of service, and provider of service).
3. High – information access is detailed and sensitive to an individual’s demographics, service information, and personal medical history (past/present medical conditions, specifics of medical diagnosis or tests, treatment plans, and family history).

Note:

All job requirements listed indicate the minimum level of education, knowledge, skills and/or experience necessary to proficiently perform the job. This job description is not to be construed as an exhaustive statement of duties, responsibilities or requirements. Employees will be required to perform any other job-related duties assigned by their supervisor, subject to reasonable accommodations.