



## Human Resources Job Description

JOB DETAILS			
Job Category	1410 CLINICAL PROFESSIONAL	Department	Medical Services
Job Title	Technologist II – Pulmonary Function	Division	Pediatrics
Job Identifier/Position #	H2684	Job Grade	A9
Position Holder	[Position Holder]	HR Representative	Neenu Jose
Prepared on	1 April 2013	Revised on	6 July 2017

ORGANIZATIONAL PROFILE
<p>Sidra Medical and Research Center is a state of the art academic medical center that will function to the level of the highest international standards. Its clinical focus is on the specialty care of women and children.</p> <p>Sidra's Vision is: <i>“Sidra Medical and Research Center will be a beacon of learning, discovery and exceptional care, ranked among the top medical centers in the world”.</i></p> <p>Achieving this vision will encompass three essential activities:</p> <p>World Class: Patient and Family Centered Care Health Education Biomedical Discovery</p> <p>Sidra works closely with Weill Cornell Medical College in Qatar and Hamad Medical Corporation across all three activities to raise the standard of health and health care throughout the State of Qatar</p>

DEPARTMENT/BRANCH PROFILE
<p>Sidra Medical and Research Center will be a 399-bed state of the art facility serving the Pediatric and Women population of Qatar and the gulf region. Our experienced staff will operate within a model of care underpinned by evidence based best practice based on the north American model of care and supported by world class technology.</p> <p>Our inter-professional teams will work collaboratively to secure wellness optimizing patient/family outcomes to contribute to Sidra's reputation as a high reliability organization. Clinical research focused on education, quality improvements and a culture of patient and family safety will be used to inform and guide best practice standards.</p>

JOB SUMMARY
<p>The Technologist II - Pulmonary Function is responsible for competently providing safe and effective diagnostic testing and therapeutic care to the Pediatric population within the Sidra medical and Research Centre under the medical direction of a Board Certified Pulmonologist and under the administrative direction of the Manager of the PFT Laboratory. The PFT Technologist II is an advanced practice role that is responsible for performing special procedures that required advanced knowledge and experience as well as providing education and assistance for junior positions.</p>

POSITION DIMENSIONS	
Reports directly to	Manager – Pediatric Pulmonary Function Lab
Head Count	0
Number of Direct Reports	0
Number of Indirect Reports	0
Financial Accountability	TBA

ROLE INTERACTS DIRECTLY WITH		
TITLE/DEPARTMENT	FREQUENCY	TYPE OF INTERACTION
Physicians	Regularly	Cooperation and information
Clinical Nurse Leader	Regularly	Clinical supervision and cooperation
Nurse Manager	Regularly	Cooperation and information
Women/children and families	Continuous	Provision of care and information
Support Services Staff	As required	Request for support

KEY ROLE ACCOUNTABILITIES
<ul style="list-style-type: none"> <li>• Assessment of suitability of patient for performing specific diagnostic tests per protocol.</li> <li>• Performance of the full range of standard and advanced diagnostic tests within the Scope of Service of the Pulmonary Function Laboratory as defined by the Manager of the Pulmonary function Laboratory.</li> <li>• Provides mentorship and acts as a preceptor to new employees and junior staff in the performance of diagnostic tests.</li> <li>• Effective involvement and participation in the PFT Quality Program.</li> <li>• Effective involvement and participation in research protocols as required.</li> <li>• Undertakes Asthma, Cystic Fibrosis, and Respiratory related disease education.</li> <li>• Undertakes pulmonary education sessions for various clinics and departments as required.</li> <li>• Documents all relevant information correctly, appropriately and in a timely manner.</li> <li>• Reports equipment failures, safety and security issues, and/or reduction of supply inventory to Manager, QA Coordinator or designee.</li> <li>• Act as an advocate by empowering women/ children and their families to make informed choices by providing them with information and support and directing to the relevant support services when appropriate.</li> <li>• Promotes patient satisfaction as a team member by demonstration of extraordinary service.</li> <li>• Utilizing a professional practice framework and evidence based care, identifies improvements while minimizing risks creating care that is optimal for our patients and families.</li> <li>• Promotes a safe environment and safe patient care by embracing a safety culture and identifying areas of risk.</li> <li>• Complies with policies for personal and patient safety and for the prevention of healthcare associated infections.</li> <li>• Contributes to the achievement of cost efficiency savings; maintains an awareness of resource utilization, exercising care in the ordering and use of staff, equipment and materials.</li> <li>• Participates in Performance Improvement (LEAN/ Six Sigma) activities that contribute to excellence in outcomes, a positive patient experience and a healthy professional environment.</li> <li>• Contributes to the achievement of clinical quality outcome indicators and patient satisfaction.</li> <li>• Contributes to special projects/ assignments linked to strategic priorities and professional practice model.</li> <li>• Liaises and works within an inter-professional practice model to ensure high quality, holistic, and safe family centered care.</li> <li>• Participates in the development programs that seek to measure outcomes and quality, including audit and research studies.</li> <li>• Develops and sustains professional knowledge base, clinical skills and professional license and maintains a professional profile. Provides documented evidence of performance and maintenance of skills</li> </ul>

<p>consistent with position.</p> <ul style="list-style-type: none"> <li>• Demonstrates transcultural principles in professional practice.</li> <li>• Participates in the promotion and maintenance of effective communication and teamwork. Interacts with colleagues, patients, and visitors with dignity and respect at all times.</li> <li>• Maintains a professional demeanor at all times.</li> <li>• Upholds the organizational values at all times.</li> <li>• Follows all Hospital related policies and procedures and assists in their updating and improvement.</li> <li>• Maintains confidentiality of all patients and staff at all times.</li> <li>• Adheres to Sidra's standards as they appear in the Code of Conduct and Conflict of Interest policies</li> <li>• Adheres to and promotes Sidra's Values</li> </ul> <p><i>In view of the evolving needs and opportunities within Sidra, this position may be required to perform other duties as assigned and reporting relationships may vary.</i></p>
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WORK ENVIRONMENT THE ROLE OPERATES IN
<ul style="list-style-type: none"> <li>• Clinical roles are performed in an acute care hospital care setting.</li> <li>• Physical effort required may include walking more than is typical due to the distances between hospital units.</li> <li>• Physical risks normally associated with an acute care clinical environment.</li> </ul>

ORGANIZATION VALUES
<ul style="list-style-type: none"> <li>• <b>Trust:</b> Being competent; acting consistently, reliably and predictably; acting with honesty and integrity; respecting patient, employee and commercial confidentiality; delivering on commitments</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Care:</b> Acting with empathy, kindness and compassion; being humble; listening and responding; acting with cultural sensitivity; Caring for patients and staff</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Teamwork:</b> Sharing information and knowledge and learning from demonstrated expertise; being respectful, and thereby earning respect of others; acting with professionalism; leading and following; collaborating and being accessible</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Transparency:</b> Frequent and honest communication; open access to information for decision making; willingly acknowledge shortcomings; speaking up about concerns; publishing performance indicators</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Innovation:</b> Freedom to innovate; welcoming ideas and encouraging creativity; supporting talent; creating confidence; celebrating successes</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Efficiency:</b> Providing measurable value; using data to drive decision making; having and achieving clear goals; building processes that work; continuously improving outcomes in patient and family care</li> </ul>

QUALIFICATIONS, EXPERIENCE AND SKILLS – SELECTION CRITERIA		
	ESSENTIAL	PREFERRED
Education	Bachelor's Degree in Healthcare related field	Post graduate certificate in specialty if applicable for country of origin
Experience	<ul style="list-style-type: none"> <li>• 5+ years Technical expertise in the role of a Pediatric PFT</li> <li>• Demonstrated competence with Quality Assurance Programs of PFT Laboratories.</li> <li>• Experience with clinical Information systems as an end user.</li> </ul>	
Certification and Licensure	<ul style="list-style-type: none"> <li>• Registered Pulmonary Function Technologists or Registered Respiratory Therapist or Certified Respiratory Function Scientist (RFS)</li> </ul>	Certification in Lean or Six Sigma.

	<ul style="list-style-type: none"> <li>• BLS, ACLS, NRP &amp; PALS (or equivalent)</li> <li>• Professional License in the country of origin</li> <li>• Meet the requirement for licensure by the Qatar's Supreme Council of Health which includes a prometric exam</li> </ul>	
Professional Membership		
Job Specific Skills and Abilities	<ul style="list-style-type: none"> <li>• Familiarity with TJC or JCI.</li> <li>• Excellent communication and interpersonal skills.</li> <li>• Team player</li> <li>• Motivated and enthusiastic</li> <li>• Proficiency in Microsoft Office Suite</li> <li>• Fluency in written and spoken English</li> </ul>	<ul style="list-style-type: none"> <li>• Analytical and Research Skills.</li> <li>• Group Presentation Skills.</li> </ul>