**Veterinary Medical Teaching Hospital**

 **Student Employment Position Description**

**Employee Details:**

Name:

Position Title: Student Technician

Service Area: Small Animal Laundry

Supervisor: Shelby Douthit LVT

# General Summary:

The small animal laundry student technician is responsible for receiving, laundering, drying, folding, and ironing of linens, scrubs, lab coats and other various laundry. Prepare laundry items and personal protective equipment to work with infectious/contaminated laundry items. Prepare and perform sterilization of surgical instrumentation utilizing steam autoclave or plasma sterilization. As well as, assigned or volunteer shift coverage in the Small Animal Surgical service.

# Qualifications and Experience:

Must currently be enrolled in college level course(s) through an accredited institution.

# Special knowledge, abilities, and skills:

# Required

Must be available to work year round work days, after hours, weekends, and after hours.

Must be available to participate in assigned holiday coverage and emergency call coverage.

Considered essential personnel during university closure, class cancellation and poor weather conditions.

When on call, must be available to report to work within 60 minutes of being called in.

Organizational and communication skills, ability to work independently as well as part of a team.

Ability to multitask.

No inhibiting allergies to animals or dust.

Must be able to lift 50 lbs or more from floor to table.

# Preferred

Knowledge and training: instrument processing, steam sterilization, plasma sterilization, ethylene oxide sterilization, previous experience in commercial laundering service.

# Learning Outcomes:

**Critical Thinking/Problem Solving**

 Effectively identify and assess the day’s workload.

 Efficiently problem solve with reasonable solutions to complete tasks or manage an issue.

 Follow proper protocols while applying a solution.

 Learn time management skills while multi-tasking; be able to interpret, evaluate, and prioritize tasks to complete.

**Oral/Written Communication**

 Follow protocol when communicating with coworkers and supervisors about time-off, illness, workload incomplete.

 Communicate clearly and concisely with coworkers, supervisors, and clinical professionals.

**Teamwork/Collaboration**

 Develop teamwork skills by being open-minded and inclusive of coworker’s opinions and suggestions.

 Demonstrate how to plan, organize, and prioritize the team’s workload to be completed throughout the day.

**Machines and Equipment used:** Steam autoclave, computer, plasma sterilization unit, industrial washer and dryer.

# Job Duties:

# *Receive and process hospital laundry.* 45%

# Operate commercial washer and dryer.

# Adhere to recommendations and infectious control policies of VMTH and SA Laundry.

# Utilize appropriate personal protective equipment when handling contaminated laundry.

# Assess laundry, turn hampers out to push laundry in unit.

# Choose appropriate cycle for specific laundry.

# Transfer clean laundry to dryers.

# Transfer dry laundry to folding table.

# Folding and organizing scrubs, lab coats, towels, and other laundered items into tidy groups to be transported.

# Ironing and hanging garments as needed.

# Distributing clean laundered items to the appropriate departments.

# *Operate sterilization units to process surgical instruments, research materials, disposable items* 35%

# *On-call and holiday shift coverage* 5%

# *Enter charges for research, department, and college special laundry requests.* 5%

# *Following protocol for equipment malfunction in emergent/urgent situations.*  5%

# *Other duties as assigned.* 5%

\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signature of Immediate Supervisor Title

\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signature of Employee