SUPERVISING CLINICAL LABORATORY SCIENTIST

Definition
Under direction, to direct and supervise the technical and administrative functions of a section of the Valley Medical Center Clinical Laboratory.

Distinguishing Characteristics
This classification is distinguished from that of Assistant Supervising Clinical Laboratory Scientist by having full functional supervisory and administrative responsibility for an entire major section of the laboratory, while the former would have supervisory responsibility for a designated areas of a section of the laboratory. The Supervising Clinical Laboratory Scientist is accountable for the effectiveness of the operation of all sections under his/her supervision.

Typical Tasks
• Interviews, selects, orients, trains and evaluates new employees;
• Schedules, assigns, reviews, and evaluates the work of laboratory personnel;
• Acts as liaison with other supervisors in the laboratory and with other hospital personnel;
• Answers questions and resolves problems raised in regard to service or test results;
• Reviews quality control of the various procedures performed;
• Directs evaluation and review of new procedures and recommends modifications;
• Evaluates work load, space, equipment and staffing;
• Plans, develops, recommends, initiates and implements approved changes in policies, procedures, and methods;
• Implements operating procedures to comply with State or Federal laws, regulations and standards;
• Investigates questionable test results;
• Maintains quality control standards and ensures the operating efficiency of laboratory equipment and instruments;
• Develops procedures, norms, and standards for new laboratory staff;
• Evaluates the level of quality of service and current procedures and methods;
• Advises subordinate staff in difficult tests or special situations;
• Assesses the value of new procedures, products, and equipment for utilization by the laboratory;
• Prepares and justifies equipment and personnel budgetary requests;
• Develops, participates in, and attends educational and training programs
• Monitors and provides feedback to staff on performance of service standards;
• Provides support and assistance utilizing management principles and teamwork to promote achievement of common goals and to resolve problems;
• Performs other related duties as required.
Employment Standards
Possession of a valid Clinical Laboratory Scientist, Bioanalyst, Limited Clinical Laboratory Scientist, Clinical Chemist or Clinical Microbiologist license issued by the State of California, Department of Health Services as appropriate for the area of specialization is required.

Sufficient education, training and experience to demonstrate possession of the following knowledge and abilities.

Knowledge of
• Clinical laboratory principles, procedures, practices equipment and/or instrumentation related to microbiological, hematology, immunology, biochemistry, toxicology, and immunohematology;
• Modern principles and practices of management, supervision and training;
• Hazardous waste management practices and principles;
• Proper safety precautions and procedures utilized in handling all types of laboratory specimens, reagents, chemicals and hazardous waste;
• Laboratory reference materials;
• Federal, state, and local laws governing laboratory procedures;
• Use of difficult and complex laboratory tests in the diagnosis of disease;
• Quality assurance methods and procedures appropriate to a clinical laboratory;

Ability to
• Effectively manage and supervise a moderate to large staff performing a with variety of clinical laboratory tasks;
• Implement authorized and approved non-standardized procedures;
• Perform complex statistical calculations;
• Plan and present work load schedules and budgetary needs;
• Plan and develop long term special laboratory projects;
• Interpret laws, regulations, policies and procedures;
• Assist in the development and management of the section’s hazardous waste management program;
• Anticipate needs and provide services in a courteous, sensitive, responsive and efficient manner;
• Be a role model to staff and other managers and exemplify County and Hospital standards of service;
• Work effectively and in cooperation with other organizations, departments, and personnel;
• Communicate both orally and in writing;
• Fully analyze and solve complex problems.

Revised and retitled (formerly Supervising Clinical Laboratory Technologist) – KB 04/24/07
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