BLOOD BANK OF ALASKA POSITION DESCRIPTION

Position Title: Registered Nurse
Department: Cellular Therapy
Reports To: Director of Laboratory Services
FLSA: Non-Exempt
Position(s) Supervised: None

POSITION SUMMARY
The Cellular Therapy (CT) Apheresis Nurse is a part-time position responsible for performing mononuclear cell collections while providing the best possible care, safety and outcomes for patients. Works as a team player with other members of the Cellular Therapy department. Consistently demonstrates ownership and accountability for all Cellular Therapy collection activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Perform MNC apheresis collections as needed to ensure patient safety and a quality product.
   • Competent to perform apheresis procedures on automated cell separators.
   • Monitors the patient’s response to the procedure and make technical changes appropriately.
   • Identifies and responds to patient adverse reactions.
   • Performs CVC care if indicated.
2. Provide medical support to CT collections staff during apheresis procedures to ensure a safe and effective MNC collection for patients.
3. Works with clients and patients to schedule procedures. Performs patient registration, conducts pre-assessment appointment as required for procedure type.
4. Works independently with attention to detail and maintains full knowledge of all aspects of the CT apheresis operation.
5. Perform all procedures according to established SOPs, guidelines, and contracts in compliance with all pertinent regulatory requirements.
6. Assists in pre- and post-collection reviews of patient charts and records.
7. Performs quality control and periodic equipment maintenance as required.
8. Demonstrates excellence in customer service and public relations to promote a positive, professional image of BBA.
10. Performs other related duties as assigned.

CUSTOMER INTERACTION/PROBLEM SOLVING
Must maintain a high standard for conscientious, courteous, and enthusiastic service to internal and external customers, and the public in general. Must make customer’s needs a high priority in face-to-face or telephone

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contact. Must consistently deliver service in a timely, accurate, professional and friendly manner. Demonstrate a high level of problem-solving skills.

### QUALIFICATION REQUIREMENTS

To perform this job successfully, each essential duty (as listed above) must be performed satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

#### SUPERVISORY KNOWLEDGE, SKILLS AND ABILITIES (if applicable)

1. Ability to work with others to achieve departmental and organization goals and objectives.
2. Demonstrate a positive attitude toward one’s work and job.
3. Ability to act honestly and with integrity, showing respect for laws, the rights of others, and Blood Bank of Alaska mission.
4. Ability to adapt to various situations, to work effectively with a variety of individuals and groups, to understand and appreciate different and opposing perspectives of an issue, and to adapt one’s approach as the requirements of the organization/department change.
5. Ability to change within the organization or to change job requirements as needed.
6. Ability to motivate employees.
7. Retains subject matter expertise in field or profession.

#### GENERAL KNOWLEDGE, SKILLS AND ABILITIES

1. Knowledge of computers to include work processing, database, spreadsheet and applicable software programs relevant to public presentations as needed.
2. Excellent organization skills
3. Excellent communication and presentation skills.
4. Excellent interpersonal skills, including management skills.
5. Must be able to write effectively.
6. Must have the ability to assess diverse organizations/people and approach them appropriately and effectively.
7. Must be able to lift and/or move up to 50 lbs.

#### EDUCATION

BSN. RN must have or be able to apply for current AK state licensure. Current CPR/BCLS is also required.

#### EXPERIENCE

Minimum 3 yrs as RN. Previous apheresis or hemodialysis experience preferred. Critical care/ER experience preferred. Excellent phlebotomy skills, IV start experience.

#### CERTIFICATES, LICENSES, ETC.

Registered Nurse (RN) currently licensed in the state of Alaska.
WORK ENVIRONMENT

| Potential hazard due to exposure to blood or other potentially infectious materials. The Blood Bank of Alaska follows OSHA Bloodborne Pathogens Standards in the workplace. |

The above is intended to describe the job functions, the general supplemental functions, and the essential requirements for the performance of this job. It is not to be construed as an exhaustive statement of all of the supplemental duties, responsibilities, or non-essential requirements.

My signature below indicates that I have read and understood the position description for Distribution Technician and agree to perform the duties as stated.

_________________________________
Employee Print Name

_________________________________  ____________   ____________
Employee Signature               Date                     Supervisor Signature            Date