

MARQUETTE GENERAL HOSPITAL

JOB DESCRIPTION

POSITION: Neurophysiology Technician DEPARTMENT: Neurophysiology (7120)  
(4770)

SUPERVISED BY: Manager, Neurophysiology SUPERVISES: None

EFFECTIVE DATE: August, 1993 JCC: 250

REVIEW DATE: 6/1/94; 6/1/95; 11/95; REVISED DATE: 6/94; 11/95; 9/96;  
9/96; 3/98; 2/00; 1/05; 10/08 3/98; 2/00; 1/05; 10/08

PREPARED BY: Laurie Neldberg-Weesen TITLE: Program Dir, Neurosciences

RECOMMENDED BY: Dennis Boe TITLE: Vice President, Support Srv.

APPROVED BY: David S. Smith TITLE: Senior Director, Human Res.

**POSITION SUMMARY:**

Performs routine and complex electroencephalographic, evoked potential and polysomnographic recordings and intraoperative monitoring according to established standards and practices as directed.

**POSITION ACCOUNTABILITIES/COMPETENCIES\*\*:**

Does  
Meets Not  
Meet\*

- 1. Maintains established hospital and departmental policies and procedures, objectives, performance improvement program, safety, environment of care, management of information, and infection control standards. (1,5)
- 2. Utilizes excellent customer service skills at all times. (1,5)
- 3. Complies with federal and state law and accrediting and licensing agencies at all times, to include but not limited to, JCAHO and federal compliance regulations. (1,5)
- 4. Performs standard and complex EEG, VEEG, EP, PSG, MSLT, and MWT recordings and monitoring as ordered by Physicians on all ages of patients, neonatal through geriatric. (1,2,3,4,8)
- 5. Performs neurophysiologic monitoring in the operating room as ordered by physician. (1,2,3,4,5)
- 6. Abstracts relevant information from the patient's clinical record and obtains additional information if necessary. (1,3,5)
- 7. Enhances professional growth and development through participation in educational programs, current literature, inservice meetings and professional conferences. (5)
- 8. Participates and attends meetings and inservices as required and/or assigned. (5)

9. Performs other related duties as assigned or requested. (5)

\*Comment or data needed to support this.

\*\*Those activities that employees are required to and able to perform independently following procedure and/or criteria.

**POSITION QUALIFICATIONS:**

**Minimum Education:**

- Greater than 2 yr post high school training, specialized training

**Preferred Education:**

- Course in electroencephalography or formal on-the-job training in EEG, EP, or PSG

**Minimum Experience:**

- One yr as EEG, EP, or PSG technician

**Preferred Experience:**

- An additional one yr as Surgical EEG or EP Technician

**Required Registration:**

- ABRET registration in EEG or EP

**Physical Demands:**

- Moderate physical effort (lift/carry up to 25 lbs.)
- Occasionally lifts, positions, pushes and/or transfers patients
- Pushes and pulls or moves heavy equipment
- Manual dexterity and mobility
- Occasional reaching, stooping, bending, kneeling, and crouching

**Working Conditions:**

- May be exposed to infections and contagious diseases
- Exposed to odorous chemicals
- May be exposed to toxic chemicals
- Contact with patients under a wide variety of circumstances
- May perform emergency care
- Occasionally subjected to irregular hours
- On-call, after hours, weekends, and holidays, on a rotating basis

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(1) The performance of this function is the reason that the job exists and is a critical activity.  
(2) There are limited employees among whom the performance of this function can be distributed.  
(3) This function occupies a great deal of the employee's time.  
(4) This function is highly specialized. Employees are hired for the skill/ability to perform this.  
(5) Failure to perform this function may have serious consequences.  
(6) The function was performed by past employees, and is performed by current employees.  
(8) Exposure to bloodborne pathogens that requires use of personal protective equipment.

The above statements are intended to describe the nature and level of work being performed. They are not construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. (7120) 4770\_250