

Alberta's Health Regions and Voluntary Organizations and the Health Sciences Association of Alberta (HSAA)

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Medical Laboratory Technologist II**

Date Updated: **May 20, 2008**

Job Summary:

The Medical Laboratory Technologist (MLT) II is responsible for coordinating the day-to-day operations and the quality control function of the laboratory department and/ or area of the laboratory in which the MLT II is assigned. The MLT II may have advanced technical knowledge or is the lead responsible for coordinating the day-to-day operations of Laboratory Information System (LIS) support, site education, quality assurance or laboratory research programs.

In addition, the Technologist II participates in the technical aspects of the laboratory, ensuring the performance of standard and specialized procedures.

Work at the MLT II level is differentiated from work at the MLT I by the additional responsibility of day-to-day coordination of duties.

Key Responsibilities and Typical Duties:

In addition to the duties performed by the MLT I, the MLT II:

Core Duties

- Coordinates, prioritizes, monitors, and assigns day-to-day duties of MLT I's and Medical Laboratory Assistants in their assigned area or lab section.
- Oversees testing, correlates, verifies and resolves identified outliers and releases results.
- Provides technical advice, resolves technical problems and performs advanced troubleshooting on a variety of laboratory instruments to ensure optimal function.
- Coordinates quality control and quality assurance function within the laboratory or area of charge.
- May coordinate the daily operations for the Laboratory Information System (LIS) applications.
- May coordinate testing and billing arrangements for clinical trials.
- Assists with internal and external proficiency testing.
- May perform advanced testing including but not limited to: tissue typing, molecular testing, stem cell workups, flow cytometry and toxicology chromatographs.

Other Related Duties

- Orders supplies and assists with evaluating various vendors and equipment.
- Assists in the implementation of new laboratory tests and changes to methods of testing.
- Develops/updates standard operating procedures for more advanced/sensitive types of equipment.

Leadership

- Coordinates and organizes area workload and workflow for MLT I's and/or Medical Laboratory Assistants.
- Coordinates orientation and general instruction/training for students.
- Instructs health care professionals about advanced testing techniques.
- Instructs MLT on all levels of technical process changes (e.g. procedural changes and new equipment).
- Instructs MLT and/or Medical Laboratory Assistants on LIS implementation, support and process changes.
- Prepares shift schedules, work hours, call rotations, leave and vacation schedules.

Decision-Making

- Refers unusual or abnormal findings to the MLT III, Pathologist or Physician, as appropriate.
- Assists with the development of laboratory policies and procedures.

Knowledge:

Education

- Graduation from an accredited Medical Laboratory Technology (MLT) Program.

Registration Requirements

- Registered with the Alberta College of Medical Laboratory Technologists (ACMLT).

Working Conditions:

Physical Demands

- Walking, bending, lifting and long periods of standing required.
- High degree of prolonged visual attention/concentration required.
- Large number of repetitive movements required.

Work Environment

- Exposure to heat, cold and noise.
- Exposure to needlestick injuries, infectious microbes, a variety of biological hazards, chemical hazards, toxic fumes, and concentrated acids.
- Requires personal protective equipment and/or clothing.