

Alberta Health Services (AHS) 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: **Tissue Specialist III**

Date Updated: **July 21, 2010**

Job Summary:

The Tissue Specialist III is the team lead responsible for coordinating the daily activities of the program, including monitoring and evaluation and/or is responsible for the development and compliance of quality assurance programs.

Work at the Tissue Specialist III level is differentiated from work at the Tissue Specialist II level by the demonstration of supervisory responsibilities and/or the independent decision-making/thinking required in day to day activities.

Key Responsibilities and Typical Duties:

In addition to the duties of the Tissue Specialist II, the Tissue Specialist III:

Core Duties

- Supervises all technical functions and coordinates the day-to-day activities of the area Screens donor(s) to determine donor acceptability and tissue/organ safety.
- Facilitates the development of the program to service the needs of tissue transplantation locally, regionally and nationally.
- Facilitates the development and review of training, education and management of the program.
- Implements, maintains and assesses quality control procedures and quality assurance programs.
- Participates in education and public awareness activities related to tissue donation.

And/or

- Plans and administers departmental quality control assurance programs.
- Provides approval to all donor charts prior to transplant.
- Ensures regulatory compliance through effective documentation and adherence to SOP's.
- Participates in inspections, audits and compilation of statistics to support program.

Core Duties (cont)

- Investigates instances of protocol deviations, complaints or other events which may jeopardize program integrity.

Other Related Duties

- Represents program on regional/international committees.
- Communicates with other program and organizations to ensure the efficient provision of services, problem solving and program development.
- Participates in communication with clinical users of tissues to ensure needs are met.
- Provides technical and process training for QA personnel.
- Participates in regulatory and accreditation inspections/audits.

Leadership

- Provides direct supervision and training to staff working within the specialized area.
- Participates in the development, review and revision of standard operation procedures and regulations related to working procedures, quality control and documentation.
- Participates in the recruitment, selection, evaluation and initial stages of discipline of staff.
- Liaises with other stakeholders, programs and organizations to ensure the efficient provision of services and program development.
- Plans, coordinates, and implements educational activities for staff including orientation, training, and clinical development.

Decision-Making

- Creates policies and procedures relevant to the delivery of tissue services.
- Resolves unusual or complex cases or refers concern to appropriate level of management.

Knowledge:

Education

- Bachelor Degree in Health Sciences or related field required.
- An equivalent level of education and experience may be considered.

Registration Requirements

- Not Applicable.
- Certification as a Tissue Specialist, Eye Bank Technician or equivalent by a recognized Canadian or American Organization is preferred.

Working Conditions:

Physical Demands

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

Work Environment

- Exposure to blood, body fluids, equipment, sharp instruments and bio-hazardous material.
- Requires protective clothing.
- May be exposed to cold temperatures.
- May be required to perform work in multiple locations such as operating rooms, morgues, hospital unit and/or the Medical Examiner's Office.