

Class Concept

This is administrative and supervisory work in managing a moderate to large procedurally diverse or intensive mental health, hospital, or Health Services laboratory. Employees supervise a staff of medical laboratory personnel in performing a variety of tests in different technological areas or performing more specific and detailed procedures in one technological area. Employees in regional laboratories may be responsible for coordinating courier services for regional facilities, obtaining and analyzing satisfaction surveys, maintain supply inventories for regional customers, and maintaining a charge master for regional customers. Employees, located in laboratories concentrating in specific technological areas, research new methods and constantly evaluate laboratory test results in relationship to disease pathophysiology. Employees plan laboratory activities, conduct cost and feasibility studies for future services, and develop operating procedures and standards and ensure their integration into the mission of the organization. Employees review proficiency testing, quality control records, and other reports as it relates to program and accreditation standards. Work may include other related duties as assigned by management. This level is distinguished from the Medical Laboratory Supervisor I by the larger size and scope of the laboratory, complexity and technical depth of procedures, administrative accountability, and technical and administrative problem solving. Employees are usually supervised by a Medical Director or hospital administrator.

Recruitment Standards

Knowledge, Skills, and Abilities

- Considerable knowledge of supervisory and management functions.
- Considerable knowledge of the basic physiological processes that are being monitored.
- Considerable knowledge of the operation of medical laboratory equipment.
- Thorough knowledge of the assigned area of medical technology.
- Thorough knowledge of quality assurance and quality control standards.
- Thorough knowledge of the hazards of working with potentially infectious materials and the appropriate precautions to take to avoid infection.
- Ability to supervise and conduct management functions.
- Ability to research, develop and implement procedures, methods and training materials.
- Ability to analyze reports and troubleshoot problem areas.

Minimum Education and Experience

Bachelor's degree in medical technology, chemistry, or a biological science from an appropriately accredited institution and three years of experience in a laboratory in the assigned area, one of which is in a supervisory capacity; or an equivalent combination of education and experience.

Necessary Special Qualifications

Must be capable of meeting the Federal CLIA'88 personnel requirements for a general supervisor in a laboratory performing high complexity testing.