

VETERINARY TECHNICIAN (MEDICINE) SERIES

<u>Code No.</u>	<u>Class Title</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Prob. Period</u>	<u>Effective Date</u>
4654(4082)	Veterinary Technician (Medicine) I	02	445	6 mo.	02/04/00
4655(4082)	Veterinary Technician (Medicine) II	02	445	6 mo.	02/04/00
4818(4082)	Veterinary Technician (Medicine) III	03	445	6 mo.	02/04/00

Promotional Line: 248*

Series Narrative

Employees in this series provide and/or supervise paramedical technical support and nursing care in one or more subspecialty areas of veterinary clinical medicine (such as cardiology, dermatology, emergency medicine, intensive care, or oncology) for animals undergoing medical treatment in an animal hospital or teaching laboratory, as directed by the clinician in charge of a case. The activities may include preparing areas and equipment for teaching laboratories; administering medications and fluids under the direction of the clinician; collecting a variety of samples; performing laboratory and diagnostic tests; maintaining equipment and supplies; monitoring and recording vital parameters; facilitating the flow of patient care information to and from clinical staff assigned to the case; and training, directing, and supervising lower level veterinary technicians and medical or technician students in veterinary medicine and critical care technical procedures.

DESCRIPTIONS OF LEVELS OF WORK

Level I: Veterinary Technician (Medicine) I **4654(4082)**

Employees at this level provide skilled assistance to a veterinary clinician in the administration of veterinary medical care and student teaching. They work under direction from the clinician assigned to a case, following both written and oral instructions. They may also train lower level veterinary technicians.

A Veterinary Technician (Medicine)I typically--

1. provides skilled paramedical technical assistance and nursing care, by performing duties such as:
 - a. assisting in monitoring and recording vital parameters, symptoms, diagnosis, and treatment of animals
 - b. assisting in administering drugs and solutions, and conducting ECG, EEG, and other electrodiagnostic tests as directed by a staff veterinarian
 - c. collecting various specimens (such as urine, fecal, blood, bacterial, and fungal) and inoculating media
 - d. assisting with inserting and maintaining catheter systems (such as intravenous, arterial, and urinary) and with maintaining catheters and tubes for chest drains, tracheostomies, and peritoneal lavage

*See the Promotional Line List for a complete listing of all the classes in this promotional line.

- e. preparing area and equipment for diagnostic procedures (such as bronchoscopic, gastroscopic, laparoscopic, proctoscopic, and rhinoscopic) and for biopsies (such as liver, lung, kidney, skin, and testicle)
 - f. assisting in biopsies, the collection of cerebrospinal fluid, and intradermal skin testing and allergen preparation
 - g. cleaning and providing routine maintenance of laboratory, examination, and treatment facilities (such as cardiopulmonary resuscitation, monitoring and oxygen systems, aerosol and humidification units, and ventilators)
 - h. operating, cleaning, and maintaining laboratory and hospital equipment (such as centrifuges, serometers, respirators, nebulizers, incubators, EEGs, ECGs, microscopes, and blood collection/separation/storage units) in the student lab, internal medicine, and the rounds room
 - i. caring for blood donor animals, and assisting in the collection, separation, and storage of blood and blood components
2. under direction, receives more in-depth training in paramedical/technical activities in a specialized area and learns to recognize physiological abnormalities (such as cardiac dysrhythmia, pulmonary edema, renal shutdown, hypotension, and shock)
 3. assists in orienting lower level technicians and students in proper use and care of equipment, instruments, techniques, and procedures related to internal medicine, intensive, and emergency care
 4. records stock level and use of restricted and/or controlled drugs
 5. assists in admission, transfer, and discharge of patients; records and transmits fees for services provided
 6. performs other related duties as assigned

Level II: Veterinary Technician (Medicine) II**4655(4082)**

Employees at this level perform laboratory and diagnostic tests with greater independence than employees at the previous level, and they perform higher level paramedical technical duties in one or more of the subspecialties of veterinary clinical medicine. They perform their duties with a high degree of skill and independence in their area, working under the direction of a faculty clinician in the same subspecialty and following both written and oral instructions from the medical clinician in charge of a case. The employees may supervise and/or train veterinary medicine and technician students in medical procedures, techniques, and equipment operation in many subspecialty areas.

A Veterinary Technician (Medicine) II typically--

1. performs duties as outlined in duty 1 of level I with greater proficiency, expertise, and independence, as well as provides more advanced paramedical technical assistance and nursing care in one or more of the subspecialty areas

2. receives more advanced training in specialized paramedical/technical activities in learning to recognize physiological abnormalities (such as cardiac dysrhythmia, pulmonary edema, renal shutdown, hypotension, and shock)
3. orients lower level technicians and students in proper use and care of specialized equipment, instruments, techniques, and procedures related to internal medicine, intensive care, and emergency care
4. assists in development of treatment protocols for the specialty area
5. records stock level and use of restricted and/or controlled drugs
6. records and transmits fees for services provided
7. assists in admission, transfer, and discharge of patients
8. performs other related duties as assigned

Level III: Veterinary Technician (Medicine) III **4818(4082)**

Employees at this level supervise the veterinary medical support activities of several specialty areas in an animal care facility (such as a small animal clinic/hospital), including the assignment, direction, review, and evaluation of work performed by lower level veterinary medicine technicians, and are responsible for the maintenance of equipment and supplies. They may also perform or assist in the performance of complex laboratory or diagnostic tests in a wide variety of specialty areas. They work under direction from supervising clinicians or facility administrators.

A Veterinary Technician (Medicine) III typically--

1. is responsible for supervision and coordination of activities of all medical specialty areas within an animal health care facility (staff, students, and auxiliary personnel of the various sub-specialties) as they relate to the teaching hospital, such as:
 - a. ensuring that technical needs (such as the set-up and placement of pacemakers, inter-dermal skin tests, etc.) of the subspecialties are being met
 - b. has supervisory responsibilities for assigned technicians, including hiring, approval of time worked and leave, scheduling work flow, ensuring the overall orderly running of teams, performance evaluation, and discipline
 - c. trains lower level veterinary medicine technicians and medical/technician students in the medical and diagnostic sections
 - d. reports to administration with respect to the staff and operations of the designated section and makes recommendations for the development of departmental policies and procedures
2. develops further proficiency and expertise in veterinary clinical medicine and diagnostic techniques, becoming competent in a wide variety of subspecialties

3. is responsible for troubleshooting complex equipment not assigned to other technicians
4. is responsible for the acquisition of supplies, equipment, and the maintenance of section equipment
5. attends section and department meetings as directed
6. assists in preparation and distribution of student grades
7. performs other related duties as assigned

Minimum Acceptable Qualifications

Level I: Veterinary Technician (Medicine) I **4654(4082)**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. (A) Successful completion of a veterinary technology program accredited by the American Veterinary Medical Association

and

(B) Proof of certification as a Veterinary Technician by the Illinois Department of Professional Regulation. Certification is gained through the passing of an examination prescribed by the Illinois Department of Professional Regulation.
2. One year of paramedical veterinary experience gained as a Veterinary Technician that included specialized on-the-job training with experience in medical techniques

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Skill in operation, maintenance, and preparation of diagnostic equipment
2. Manual dexterity and skill in placement of catheters
3. Ability to identify abnormalities in vital parameters
4. Ability to learn new techniques and procedures relating to monitoring, treatment, and care of different animals
5. Ability to respond effectively in emergency situations
6. Ability to organize and carry out duties efficiently so that time schedules can be met
7. Ability to handle large and small animals and heavy equipment
8. Ability to use equipment and supplies safely
9. Concern for well-being of patients

10. Willingness to work in an environment that may expose employees to zoonoses, pollutants, and other health hazards, including low level radioactive compounds
11. Knowledge of instruments and terminology commonly used in veterinary medicine and critical care
12. Ability to assist and instruct lower level veterinary technicians and medical/technician students in the medical care of patients and in the operation and maintenance of diagnostic and therapeutic equipment or instrumentation
13. Ability to learn skills required in the adjustment of special equipment (such as ECG, blood gas analyzer, fiber optic equipment, etc.)
14. Ability to maintain cleanliness of examination and treatment rooms, contents in medical and critical care areas, and the sterility of instruments and supplies
15. Ability to maintain stock and medical supplies

Level II: Veterinary Technician (Medicine) II**4655(4082)**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. Possession of training/experience required for Veterinary Technician (Medicine) I.
2. two years of work experience gained as a Veterinary Technician (Medicine) I

or

Three years of paramedical veterinary experience gained as a Veterinary Technician that included specialized on-the-job training with experience in medical techniques

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Proficient in a subspecialty of veterinary clinical medicine
2. Skill in the operation of laboratory and diagnostic equipment
3. Ability to instruct lower level veterinary technicians and medical/technician students in patient care protocol and procedures and also in the use of specialized equipment or instrumentation
4. Ability to recognize abnormalities in vital signs of patients, assess changes observed, and take necessary action in the absence of attending physician
5. Ability to operate independently on the clinical floor and anticipate needs and directions of staff and students in regard to patients and methods of their care
6. Ability to accurately observe, record, compile, and assimilate data

7. Ability to explain terminology used in veterinary medicine
8. Ability to read and assimilate technical materials relating to veterinary medicine

Level III: Veterinary Technician (Medicine) III **4818(4082)**

CREREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. possession of credential requirement listed for the Veterinary Technician (Medicine) II
2. two years of work experience as a Veterinary Technician (Medicine) II, one year of which included coordination/lead-worker duties as responsibilities

and/or

Six years of paramedical veterinary experience gained as a Veterinary Technician that included specialized on-the-job training with experience in medical techniques

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Proficient in a wide variety of subspecialties of veterinary clinical medicine
2. Proficient in monitoring and recording vital parameters, in recognizing physiological abnormalities, and in anticipating patient care needs during crises
3. Proficient in supervising, evaluating, and assisting with medical treatments
4. Proficient in instructing others in the proper use and care of equipment, instruments, techniques, and procedures related to general medicine, intensive care, and emergency use
5. Proficient in managing and assisting in the operation and maintenance of medical equipment; ability to troubleshoot equipment used in assigned laboratories and examination treatment facilities (such as cardiopulmonary resuscitation equipment, systems monitors, oxygen systems, ventilators and suction units, EEGs, ECGs, and osmometers)
6. Proficient in calculating dosages and administering drugs and solutions as directed by a staff clinician
7. Supervisory and administrative ability
8. Ability to assist in preparation and distribution of student grades

Veterinary Technician (Medicine) I
 Veterinary Technician (Medicine) II
 Veterinary Technician (Medicine) III

(REVISED)
 (REVISED)
 (REVISED)