

VETERINARY TECHNICIAN (ANESTHESIOLOGY) SERIES

Code No.	Class Title	Occ. Area	Work Area	Prob. Period	Effective Date
4553(4082)	Veterinary Technician (Anesthesiology) I	02	445	6 mo.	02/01/00
4554(4082)	Veterinary Technician (Anesthesiology) II	02	445	6 mo.	02/01/00
4838(4082)	Veterinary Technician (Anesthesiology) III	03	445	6 mo.	02/01/00

Promotional Line: 267*

Series Narrative

Employees in this series provide anesthesiologic support and nursing care for animals undergoing surgery in an animal hospital/clinic or research laboratory. They apply or supervise student nursing care of animals in the anesthesiology section of the hospital/laboratory as directed by the anesthesiologist in charge of the case. In addition they are a channel through which the anesthesiologist is made aware of patient and other problems. They prepare the anesthesia machines, the induction room, and monitoring equipment (such as ECG, arterial and central venous blood pressure devices, and blood gas instruments); cooperate with Veterinary Technicians (Surgery) in scheduling surgery; train and direct lower level veterinary technicians, veterinary medical students and veterinary technical students, or researchers in anesthesia related technical procedures; and assist in monitoring anesthesia using the equipment mentioned above and by gross observation of vital physiologic parameters. The upper level of the series assists in the administration of veterinary anesthesiological services.

DESCRIPTIONS OF LEVELS OF WORK

Level I: Veterinary Technician (Anesthesiology) I **4553(4082)**

Employees at this level assist the anesthesiologist in the administration of anesthesia and student teaching. They prepare, operate, and maintain anesthesia equipment and anesthesia-support equipment and prepare drugs and supplies necessary for anesthetizing animals in the hospital/clinic or research laboratory. Technicians at this level work under the direct supervision of higher level Technicians and the anesthesiologist and follow both written and oral instructions. They may also train lower level veterinary technicians.

A Veterinary Technician (Anesthesiology) I typically--

1. Assists veterinary medical students in conducting preanesthetic physical examination of surgical patient (such as taking body temperature, pulse rate, and putting clinical pathology records in order).
2. Assists in moving patient to anesthesia induction area and to surgical table, positioning patient on operating table, moving patient to recovery room, and returning patient to stall or cage on recovery.
3. Prepares preanesthetic, induction, maintenance, and support drugs.
4. Assists students in placement of intravascular catheters for administration of drugs and fluids and collection of blood samples for monitoring acid-base status and other vital parameters.

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

5. Prepares anesthetic machine for administration of anesthesia (such as filling vaporizer, replacing empty oxygen tanks, changing carbon dioxide absorbants, and attaching rebreathing bag and tubes).
6. Prepares respirator for intermittent positive pressure breathing.
7. Connects monitoring equipment to anesthetized patient (such as ECG, blood pressure device, and telthermometer).
8. Reads values of vital parameters from monitoring devices and records them on anesthetic records and reports abnormalities immediately to the anesthesiologist in charge.
9. Cleans, maintains, and prepares anesthetic equipment for sterilization (such as endotracheal catheters, laryngoscopes, rebreathing bags and tubes).
10. Requests and receives supplies (such as needles, syringes, intravenous sets, drugs, fluids, and soda lime) from pharmacy and central sterilization and stocks, organizes, and cleans anesthesia supply room.
11. Keeps running inventory of equipment and supplies in all anesthesia areas.
12. Keeps records updated on use of restricted drugs (such as barbiturates and narcotics).
13. Orients lower level veterinary technicians, veterinary medicine students, or researchers on overall function and operation of anesthesia section (such as location of equipment and supplies and record keeping).
14. Collaborates with the surgical technician in organizing the daily surgical schedule and assignment of surgical rooms according to the procedures to be performed.
15. Organizes and maintains inhalation therapy equipment and supplies.
16. Performs other related duties as assigned.

Level II: Veterinary Technician (Anesthesiology) II 4554(4082)

Employees at this level supervise and/or train lower level anesthesiology veterinary technicians, veterinary medical students, and veterinary technical students and schedule patients for anesthesia. In addition, they perform associated laboratory tests (such as acid-base status and other blood evaluations). They work closely with the staff anesthesiologists in scheduling anesthesia and developing procedures and policies. They perform their duties with relative independence, moving freely throughout the hospital or in an assigned portion of the hospital (e.g. anesthesia surgery section) and determining to an extent where their services are needed. They work under direction from the anesthesiology section head and follow both written and oral instructions from the anesthesiologist in charge.

A Veterinary Technician (Anesthesiology) II typically--

1. Supervises lower level anesthesiology veterinary technicians, veterinary medical students, and veterinary technical students working in the anesthesiology section.

2. Supervises the preparation of, or prepares, the patient for anesthesia (such as examining clinical pathology reports, supervising physical examination, administering preanesthetical medications, washing patient's mouth, and seeing that patient is kept off food the evening before anesthesia).
3. Supervises monitoring of the anesthetized patient, collection of samples, and recording of physiologic data.
4. Supervises the nursing care of animals during the anesthesia recovery period.
5. Instructs lower level anesthesiology veterinary technicians, veterinary medical students, veterinary technical students, or researchers in anesthesia procedures (such as operation of anesthesia and anesthesia-support equipment and preparation of anesthesia induction and recovery rooms).
6. Assists in mechanical maintenance of anesthesia and anesthesia-support equipment.
7. Monitors anesthetic exhaust-gas levels in the surgical and related areas.
8. Supervises the cleaning of equipment and anesthesia area.
9. Administers anesthesia in selected cases under supervision of the anesthesiologists.
10. Collaborates with head surgical technician in organization of the daily surgical schedule and assignment of surgical rooms according to patient species and procedure to be performed.
11. Supervises record keeping of controlled substances (such as narcotics and barbiturates).
12. Collects and organizes data from case records for clinical case reports.
13. Operates laboratory equipment (such as blood gas analysis and gas chromatography).
14. Orders and withdraws supplies and equipment for use in the anesthesiology section.
15. Conducts weekly inventory of anesthesia and monitoring equipment.
16. Performs other related duties as assigned.

Level III: Veterinary Technician (Anesthesiology) III**4838(4082)**

Employees at this level manage technical service activities and schedule lower level technicians to assure proper staffing of the various services activities. They work closely with the veterinary and administrative staff in developing personnel and fiscal management policies and procedures. They work independently to develop standard operating procedures that assure the work in the various service units meets required laboratory practice standards. They are responsible for developing, implementing, and monitoring the budget and completing the necessary reports and reviews. They are responsible for the employee development program and evaluation of the performance of the veterinary technicians' progress in that program. They work under administrative direction from unit administrators.

A Veterinary Technician (Anesthesiology) III typically:

1. Directs lower level anesthesiology veterinary technicians in the various service units of the institution.
2. Directs lower level anesthesiology technicians in the ordering of supplies, recharging sales and services, and issuing service contracts for the equipment in the various service units.
3. Trains lower level anesthesiology technicians in managing the inventory of supplies and equipment in accordance with campus policies and procedures.
4. Develops budgets for the various service units and supervises lower level anesthesiology technicians in the management of the budget and in obtaining information needed to determine cost data used in developing fees for service.
5. Develops and implements in-service continuing education programs for lower level anesthesiology veterinary technicians and maintains training records of this activity.
6. Develops and implements standard operating procedures that comply with requirements of the Good Laboratory Practice regulations and evaluates the staff's performance in complying with these procedures.
7. Evaluates the performance of lower level anesthesiology veterinary technicians and uses these evaluations to recommend merit raises or steps for improving an employee's performance.
8. Prepares reports on the various service units, equipment requests, and other aspects of the management program for use by the administrators in making fiscal and operational decisions.
9. Prepares budgets for investigations for submission to granting agents.
10. Represent the director of the unit in meetings related to the operation and management of the various service agents.
11. Performs other related duties as assigned.

MINIMUM ACCEPTABLE QUALIFICATIONS

Level I: Veterinary Technician (Anesthesiology) I

4553(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 anesthesia

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Skill in conducting preanesthetic physical examination of patients.
2. Skill in preparation of preanesthetic, induction, maintenance, and support drugs.
3. Skill in preparation, operation, and maintenance of anesthesia, anesthesia-support, and monitoring equipment.
4. Skill in handling of animals.
5. Ability to learn techniques to be employed in handling and inducing anesthesia in different patient species.
6. Ability to handle animals and use equipment and supplies safely.
7. Ability to handle large animals and heavy equipment.
8. Ability to respond effectively in emergency situations.
9. Ability to organize and carry out duties efficiently so that time schedules can be met.
10. Manual dexterity.
11. Concern for well being of patients.
12. Willingness to work in an environment that may expose employees to zoonoses (diseases that may be transmitted from animals to humans), air pollutants that may promote the development of abnormalities and disorders, and other health hazards.
13. Knowledge of terms commonly used in veterinary anesthesia.
14. Ability to learn skills required in the operation of blood gas machine and microhematocrit, the use of refractometer, the collection and storage of blood, and the use of other related equipment.
15. Ability to assist and instruct lower level veterinary technicians, veterinary medical and technical students, or researchers in use of anesthesia and anesthesia-related equipment and techniques.
16. Ability to accurately record data used for research projects.
17. Ability to maintain stock of anesthesia supplies.
18. Ability to maintain cleanliness of anesthesia, anesthesia-support, and monitoring equipment and induction, recovery, and supply rooms.

Level II: Veterinary Technician (Anesthesiology) II **4554(4082)**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

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

or

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

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Skill in the operation of laboratory equipment.
2. Ability to supervise lower level anesthesiology veterinary technicians and veterinary medical and technical students.
3. Ability to instruct lower level anesthesiology veterinary technicians, veterinary medical and technical students, or researchers in procedures used in anesthetic care of animals.
4. Ability to recognize abnormalities in vital signs of anesthetized patients, assess changes observed, and take necessary corrective actions in absence of the anesthesiologist.
5. Ability to accurately record, compile, and assimilate data used for research projects.
6. Ability to explain terms used in veterinary anesthesiology.
7. Ability to read and assimilate technical materials related to anesthesiology.

Level III: Veterinary Technician (Anesthesiology) III **4838(4082)**

CREDENTIALS TO BE DETERMINED BY PLACEMENT OFFICER

1. Possession of training/experience required for Veterinary Technician (Anesthesiology) II.
2. Three years of work experience gained as a Veterinary Technician (Anesthesiology) II

AND/OR

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

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Knowledge of veterinary technician's duties and responsibilities in order to evaluate and counsel lower level technicians on their work performance and technical progress.
2. Knowledge of good laboratory practices in order to train lower level technicians, post doctoral fellows, and veterinary and veterinary technology students.
3. Ability to manage a multi-unit service program staffed by lower level technicians.
4. Ability to prepare and interpret cost study data for the purpose of setting rates that reflect actual cost.
5. Ability to prepare and manage income account budgets and prepare reports reflecting activity levels.
6. Ability to develop and implement operating procedures for use by lower level technicians and to assess their ability to follow the procedures.
7. Ability to develop specifications for standing orders, service contracts, and bid documents.
8. Ability to prepare budgets for investigator's grants and contract proposals.

Veterinary Technician (Anesthesiology) I
Veterinary Technician (Anesthesiology) II
Veterinary Technician (Anesthesiology) III

(REVISED)
(REVISED)
(NEW)