

MEDICAL LABORATORY TECHNICIAN 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>
0255(4002)	Medical Laboratory Technician I	12	446	6 mo.	10/31/75
0256(4002)	Medical Laboratory Technician II	12	446	6 mo.	10/31/75
4094(4002)	Medical Laboratory Technician III	12	446	6 mo.	10/31/75

Promotional Line: 134

Series Narrative

This series applies to positions that involve non-professional technical work in a clinical laboratory or a research setting performing medical tests and examinations in one or more areas or specialties, such as bio-chemistry, hematology, or microbiology. The types of tests performed range from simple qualitative urinalysis to those which are complex due to the number and interrelationships of steps involved. The work requires practical knowledge of medical laboratory techniques.

DESCRIPTION OF LEVELS OF WORK:

Level I: Medical Laboratory Technician I 0255(4002)

Employees at this level perform standard, routine medical tests and examinations under close and continual supervision. The work process involves steps which are largely repetitive in character, requiring careful adherence to well-established instructions usually provided in laboratory manuals.

A Medical Laboratory Technician I typically –

1. with reference to detailed instructions regarding techniques, procedures, and methods to be used, performs standard laboratory tests and examination in one or more areas, such as:
 - a. Microbiology - performs total preparation of media, utilizing special sterile techniques; inoculates a limited variety of specimens for culture; prepares cultured specimens for examination by others
 - b. Biochemistry - performs simple biochemical determinations, such as fecal fat, fecal occult blood, simple urinalysis, and simple chemical screening tests
 - c. Hematology - performs routine tests, such as red blood cell and white blood cell counts
2. assumes responsibility for maintaining animals in experimental research programs; excises various organs and tissue; inoculates and bleeds animals as directed; maintains records of births and other essential data
3. performs minor repairs and simple adjustments on equipment
4. performs related duties as assigned

Level II: Medical Laboratory Technician II**0256(4002)**

Employees at this level perform a variety of standardized medical tests and examinations under general supervision and determine the validity of results. They may also supervise and train subordinate laboratory personnel.

A Medical Laboratory Technician II typically –

1. with reference to instructions on procedures to be followed, performs standard laboratory tests and qualitative analyses in one or more areas or specialties, such as:
 - a. Microbiology - performs total preparation of media, using special sterile techniques; inoculates a variety of specimens for culture; performs preliminary identification of organisms
 - b. Biochemistry - performs qualitative chemical analyses of blood, urine, other body fluids (spinal, pleural, joint, etc.) and body waste materials
 - c. Hematology - performs various qualitative blood tests and special screening tests
2. from test results, recommends additional quantitative analyses to superiors
3. trains and directs the work of subordinate laboratory personnel
4. performs related duties as assigned

Level III: Medical Laboratory Technician III**4094(4002)**

The work at this level differs from that at the II level primarily in the complexity of the tests and examinations performed and the degree of judgment exercised. Level III technicians perform any or all of the standardized medical tests and examinations in one or more areas of specialties, some of which involve many exacting and interrelated steps. During the course of the tests and examinations there is often a need to confirm the findings at various stages by recognizing irregularities, atypical findings, or other problems. On weak or questionable results the employee secures guidance from the supervisor.

A Medical Laboratory Technician III typically –

1. with reference to instructions on procedure to be followed, selects appropriate techniques and performs qualitative and quantitative analyses in one or more areas or specialties, such as:
 - a. Microbiology - performs total preparation of media, using special sterile techniques; inoculates a variety of specimens for culture; identifies organisms using standard procedures
 - b. Biochemistry - performs a variety of determinations, such as BUN, glucose, creatinine, electrolytes, and calcium
 - c. Hematology - performs a variety of tests and examinations, such as RBC, WBC, Hgb, Hct, cell counts, Pandy, and various qualitative and quantitative tests
2. performs delicate equipment control adjustments

3. supervises subordinate laboratory personnel
4. performs work related to the lower level in this series
5. performs related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS

Level I: Medical Laboratory Technician I

0255(4002)

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. (a) successful completion of a medical laboratory technician training program of 12 months duration approved by the Council on Medical Education and Hospitals of the American Medical Association or a program approved by the institution to be served

or
- (b) attainment of the military-enlisted occupational specialty of Medical Laboratory Specialist at the journeyman level subsequent to successful completion of an official military medical laboratory procedures course of 50 weeks duration

or
- (c) two years of work experience and/or on-the-job training in a medical laboratory which provided a knowledge of generally accepted medical laboratory principles and practices and their applications to medical laboratory problems and was of such scope, level, and quality as to assure the applicant's overall ability to undertake entry-level medical laboratory technician work. Such work experience and/or on-the-job training must be evaluated on the basis of its comparability to formal technician training programs like those mentioned above.¹

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. manual dexterity

¹In substituting work experience and/or on-the-job training for formal training programs, as provided above, it is recommended that in order to ensure consistent application of these qualifications, the evaluation and verification of an applicant's work experience and/or on-the-job training be accomplished through the cooperative efforts of an experienced medical laboratory technician and the personnel department in a manner which will preserve the applicant's anonymity.

Level II: Medical Laboratory Technician II

0256(4002)

CREREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

- 1. (a) possession of the qualifications required for the Medical Laboratory Technician I and one year of medical laboratory experience at a level comparable to the Medical Laboratory Technician I

or

- (b) associate degree from a medical laboratory technician program

Level III: Medical Laboratory Technician III

4094(4002)

CREREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

- 1. (a) possession of the qualifications required for the Medical Laboratory Technician I and one year of medical laboratory experience at a level comparable to the Medical Laboratory Technician II

or

- (b) associate degree from a medical laboratory technician program and one year of medical laboratory experience at a level comparable to the Medical Laboratory Technician II

or

- (c) baccalaureate degree in biology, microbiology, chemistry, physiology, biochemical engineering, blood bank, or closely related fields

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

none

Medical Laboratory Technician I#.....	Revised
Medical Laboratory Technician II#	Revised
Medical Laboratory Technician III#.....	Revised

#Denotes Change-In-Title: Laboratory Assistant II & III were changed to Medical Laboratory Technician I & II and Medical Technologist I was changed to Medical Laboratory Technician III. Changes were effective 10/31/75.