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# COUNCIL OF ATHABASCAN TRIBAL GOVERNMENTS

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## POSITION DESCRIPTION

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**TITLE:** CHAP/Medical Technician

**INTRODUCTION:** This position is located at the Yukon Flats Health Center in Fort Yukon. The purpose of the position is to complete all inventory, ordering, stocking of medical supplies and in lab, pharmacy, ER, radiology, exam rooms, provide assistance to the Yukon Flats Health Center medical providers with emergent patient care as well as providing patient care per CHAP standards. The incumbent works under the general supervision of the Clinic Director.

**MAJOR DUTIES AND RESPONSIBILITIES:**

- Performs diagnostic tests such as: chemistries, hematology, cultures, urinalysis, X-rays, EKG's, etc.
- Utilizes various pieces of medical equipment such as X-ray, EKG, and vital sign monitor.
- Assists medical providers with routine and emergency patient care.
- Orders and stocks medical supplies and pharmaceuticals.
- Cleans a needed-after emergencies.
- Must follow strict infection control policies and procedures when handling contaminated instruments, and when in contact with bodily fluids. Needle sticks or other exposure to body fluids must be immediately reported to the Clinic Director.
- Attends mandatory CME's, CHAP certification and maintains certifications (CPR, ETT).
- Provide routine and emergent patient care according to CHAP certification level on a scheduled basis including walk in coverage.
- Abides by the Federal Privacy laws regarding the confidentiality of patients and coworkers.
- Other related duties as assigned by Clinic Director.

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**QUALIFICATIONS:**

- High School Diploma/Equivalency.
- CPR certification.
- Has a valid Alaskan driver's license.
- CHA certification or willingness to train.

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Ability to work under stressful situations.
- Skills to operate medical equipment such as an X-ray machine, EKG, and vital sign monitors.

**OTHER:**

- Under the authority of P.L. 93-638, Indian Preference shall be given to the applicant(s) who meet the minimum qualifications.
- Experience working with or for an Indian tribe or tribal organization is preferred.
- As a Federal Contractor, CATG is required to show compliance with the Drug Free Workplace Act of 1988. CATG has initiated and maintained a Drug and Alcohol Testing Policy that includes pre-employment and random anonymous testing thereafter.

Title:	Medical Technician
Location:	Fort Yukon, Alaska
Supervision:	Clinic Director
Classification:	Regular Full-time with Benefits
Salary:	DOE
Approved (Initials)	_____
Date:	_____