



Career Service Authority
Respiratory Therapy Technician

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GENERAL STATEMENT OF CLASS DUTIES

Provides respiratory care to patients at Denver Health Medical Center with deficiencies in their cardiopulmonary systems.

DISTINGUISHING CHARACTERISTICS

This class is used at Denver Health Medical Center and is being maintained for promotional purposes.

Guidelines, Difficulty and Decision Making Level:

Guidelines are generally numerous, well established, and directly applicable to the work assignment. Work assignment and desired results are explained by general oral or written instructions.

Duties assigned are generally repetitive and restricted in scope but may be of substantial intricacy. Employee primarily applies standardized practices.

Decisions or recommendations on non-standardized situations are limited to relating organizational policies to specific cases. Problems that are not covered by guidelines or are without precedent are taken up with the supervisor.

Level of Supervision Received and Quality Review:

Under normal supervision, within a standardized work situation, the employee performs duties common to the line of work without close supervision or detailed instruction. Work product is subject to continual review.

Interpersonal Communications and Purpose:

Contacts with the public or employees where explanatory or interpretive information is exchanged, gathered, or presented and some degree of discretion and judgment are required within the parameters of the job function.

Level of Supervision Exercised:

No supervisory responsibilities.

ESSENTIAL DUTIES

Provides standardized respiratory care procedures for patients with deficiencies in their cardiopulmonary systems which include nebulization therapy, chest physical therapy, intermittent positive pressure breathing, incentive spirometry, and other assigned respiratory procedures.

Analyzes samples of arterial blood gas, secretions, and chest x-rays to evaluate a patient's condition.

Maintains airway patency which includes suctioning, re-taping, and proper tube positioning.

Assists Senior Respiratory Therapists by providing additional respiratory care.

Performs concise, accurate charting of physical findings into patients medical chart.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

MINIMUM QUALIFICATIONS

Competencies, Knowledge, & Skills:

Integrity/Honesty - Displays high standards of ethical conduct, understands the impact of violating these standards on an organization, self, and others, chooses an ethical course of action, and is trustworthy.

Conscientiousness - Displays a high level of effort and commitment towards performing work and demonstrates responsible behavior.

Interpersonal Skills – Shows understanding, courtesy, tact, empathy, and concern, develops and maintains relationships, may deal with people who are difficult, hostile, and/or distressed, relates well to people from varied backgrounds and situations, and is sensitive to individual differences.

Oral Communication – Communicates or explains ideas and/or information clearly. Thoughts are well organized and recognizes potential miscommunications.

Problem Solving – Identifies problems, determines accuracy and relevance information, and uses sound judgment to generate and evaluate alternatives and to make recommendations.

Reading - Learns from written material by determining the main idea or essential message and recognizes correct English grammar, punctuation, and spelling.

Listening - Receives, attends to, interprets, and responds to verbal messages and other cues such as body language in ways that are appropriate to listeners and situations.

Writing - Uses correct English grammar, punctuation, and spelling to communicate thoughts, ideas, information, and messages in writing.

Flexibility - Adapts quickly to changes.

Speaking - Uses correct English grammar to organize and communicate ideas in words that are appropriate to listeners and situations and uses appropriate body language.

Memory - Recalls information that has been presented previously.

Diversity – Is sensitive to cultural diversity, race, gender, and other individual differences in the workforce.

Customer Service – Works and communicates with clients and customers to satisfy their expectations and committed to quality services.

Self Management - Sets well-defined and realistic personal goals, monitors progress and is motivated to achieve, manages own time, and deals with stress effectively.

Physical Demands (Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs):

Carrying: Transporting an object, usually by hand, arm or shoulder.

Eye/Hand/Foot Coordination: Performing work through using two or more.

Feeling: Perceiving attributes of objects by means of skin receptors.

Fingering: Picking, pinching or otherwise working with fingers.

Handling: Seizing, holding, grasping or otherwise working with hand(s).

Hearing: Perceiving the nature of sounds by the ear.

Pulling: Exerting force on an object so that it is moving to the person.

Pushing: Exerting force upon an object so that the object is away.

Repetitive Motions: Making frequent movements with a part of the body.

Sitting: Remaining in the normal seated position.

Standing: Remaining on one's feet in an upright position.

Talking: Expressing or exchanging ideas by means of spoken words.

Lifting: Raising or lowering an object up to 10 pounds.

Accommodation: ability to adjust vision to bring objects into focus.

Color Vision: Ability to distinguish and identify different colors.

Depth Perception: Ability to judge distance and space relationships.

Far Acuity: Ability to see clearly at 20 feet or more.

Field of Vision: Ability to see peripherally.

Near Acuity: Ability to see clearly at 20 inches or less.

Working Environment:

Wet: frequent contact with water or other liquid.

Atmospheric Conditions: conditions that affect the skin or respiratory system.

Contact with patients under wide variety of circumstances.

Exposed to hazardous anesthetic agents, body fluids, and wastes.

Exposed to infection from disease-bearing specimens.

Exposed to infections and contagious disease.

Exposed to patient elements.

Exposed to risk of blood borne diseases.

Exposed to unpleasant elements (accidents, injuries, and illness).

Handles emergency or crisis situations.

May perform emergency care.

Requires judgment/action which could result in death of patient.

Subject to long irregular hours.

Subject to varying and unpredictable situations.

Education Requirement:

Completion of an American Medical Association approved Respiratory Program for certification.

Experience Requirement:

None.

Licensure and/or Certification:

Eligibility for certification as a Respiratory Therapist at the time of application as determined by the National Board for Respiratory Care

CLASS DETAIL

FLSA CODE: Non-Exempt

ESTABLISHED DATE: 9/16/1995

REVISED DATE: 11/01/2009

REVISED BY: Patricia Anderson

CLASS HISTORY 11/2009 - This class was placed in the new class specification format.