

INSTRUCTIONAL NURSING RESOURCES LAB TECHNICIAN

DEFINITION

Assists nursing students with improving their knowledge of nursing skills through implementation of the nursing process, clinical assessment procedures, and care of patients across the spectrum of nursing. Schedules and monitors the use of equipment and laboratories. Assists students with documentation of clinical health requirements, class assignments, and portfolio tracking.

SUPERVISION RECEIVED AND EXERCISED

Supervision is provided by the Associate Dean of Health Sciences.

Provides work direction to lower-level staff. Supervision is exercised over student workers.

EXAMPLE OF DUTIES

Monitors and tracks the use of equipment, supplies and facilities in Nursing Resources Lab.*

Coordinates, maintains and secures supplies and equipment in the lab.*

Assists students with computer programs, audio-visual equipment, set up and disassemble simulators, and other educational tools for their skill development and remediation.*

Reviews and practices nursing procedures taught in class by instructors with students, including, but not limited to: ambulating patients; dressing wounds; taking blood pressure, temperature, pulse, and respiration readings; and administering injections, intravenous feedings, tracheal suction, and colostomy irrigations.*

Prepares supplies and equipment for demonstrations, simulations and student debriefing.*

Issues materials and equipment to students for use in laboratory assignments and keeps records of loaned resources.*

Maintains records of student health and program requirements.*

Assists students with the remediation process after referral from and consultation with faculty.*

Assists instructors with web-based assignments, medical equipment (usage and repair), anatomical models, and multi-media resources.*

Assists instructors with skills testing and may proctor makeup examinations as needed.*

Maintains, cleans and repairs lab equipment such as mannequins, beds and video equipment.*

Maintains and organizes storage and work areas.*

Maintains and updates catalog of books, resource material, web-based activities and software.*

Orders office supplies and maintains inventory.*

Selects, trains, evaluates and maintains schedules of student workers.

Performs lower-level or related duties as required.

QUALIFICATIONS

Knowledge of:

Current concepts, principles, and practices of nursing, clinical procedures associated with the treatment of all patients.

Basic anatomy and physiology.

Basic principles of microbiology, nutrition, health physics and pharmacology.

Medical terminology.

Specialized computer software used in the nursing and allied health professions.

Word processing, spreadsheet and database computer software.

Recordkeeping procedures.

Ability to:

Give clear, concise explanations and demonstrations of complex nursing concepts, practices and procedures to students.

Adhere to established Nursing Resources Lab guidelines from the student handbook.

Plan and organize work to meet schedules and timelines.

Follow complex instructions and procedures.

Establish and maintain effective working relationships with faculty and students.

Communicate effectively both orally and in writing.

Work with minimal supervision.

Maintain accurate records.

Operate and train students in the use of media equipment.

Set-up and disassemble patient simulator technologies; utilize and demonstrate applications and a variety of hospital equipment.

Operate a computer, utilizing word processing, spreadsheet and database software.

Train and provide work direction to others.

EMPLOYMENT STANDARDS

Minimum Qualifications:

Current licensure by the State of California as a registered nurse.

One year of direct patient care experience.

EMPLOYMENT STANDARDS (continued)

Desirable:

Current and valid certification in Basic Life Support, Advanced Cardiac Life Support and Advanced Trauma Life Support.

Special Requirements:

Proof of negative Tuberculosis test or CXR within the five last years.

Available for nursing resource lab hours based on demonstrated student need and availability.