

BAY STATE MEDICAL, INC.

JOB DESCRIPTION

Revised (09/21/05)

Job Title: Respiratory Therapist
Department: Respiratory
Reports to: Director of Respiratory Care

QUALIFICATIONS

RRT, RCP, or CRT with current license; CPR (Basic Life-saver) or CPR instructor certification; Valid drivers license with a clean driving record; Must possess good people skills, be able to delegate and follow-up.

GENERAL RESPONSIBILITY

The Respiratory Therapist is accountable for the performance and tracking of all professional respiratory service functions within the company. Educate staff, customers and healthcare providers in the function of respiratory equipment. Recommends alternate forms of respiratory therapy to optimize patient compliance.

OVERALL RESPONSIBILITY

1. Demonstrate a good working knowledge and a high quality of proficiency in the equipment categories that are provided. These may include, but are not limited to:
 - a. Oxygen Therapy
 - b. Aerosol and humidity therapy
 - c. IPPB therapy
 - d. Chest physiotherapy instruction
 - e. Artificial airway care
 - f. CPR
 - g. Nasal CPAP
 - h. Bipap
 - i. Mechanical ventilation
 - j. Ventilator monitoring
 - k. Other equipment as may be designated
2. Provide education and support on all equipment as listed above to patient, staff, and referral sources.
3. Complete daily activities as assigned in sufficient quantity to achieve a high level of work productivity within the company.

4. Set-up clinical equipment and provide complete patient instruction according to established policy and procedure.
5. Complete follow-up contact and documentation, including Plan of Care, in accordance with company guidelines.
6. Communicate findings to physician and office staff as necessary.
7. Assist CSR in collection of data, for respiratory patients.
8. Obtain all information from customers at time of delivery, as requested by office staff.
9. Assist with cleaning, inspection and packaging of respiratory therapy equipment.
10. Participate, as required, in 'On Call' and respond promptly to 'On Call' personnel.
11. Accompany sales representatives on sales and marketing calls on existing and potential referral sources.
12. Make recommendations to management on various respiratory product lines.
13. Participate in all scheduled staff meetings and in-services.
14. Perform other duties as assigned by management.

PHYSICAL AND ENVIRONMENTAL

- The work environment characteristics and physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- The noise level in the work environment is usually quiet.
- While performing the duties of this job, the employee is frequently required to sit and use hands to finger, handle or feel. The employee is occasionally required to stand and walk. The employee must occasionally lift and/or move up to 100 pounds.

CONTINUED EDUCATION

- Obtain CEUs as required by State of Maryland for Respiratory Care Licensure
- Attend trade shows and other respiratory care educational workshops, as needed
- Review journal literature
- Attend in-services on new products and technology
- Attend self-development seminars
- DME Train
- Remain current with industry technology