

Job description

If you are passionate about helping your community and making a difference in people's lives, we want you to join our growing team! Lions Eye Bank of Wisconsin is a nonprofit organization and is currently looking for **Per Diem** Ocular Recovery Technicians to support our mission.

Ocular recovery technicians are responsible for the recovery of human eye tissue for transplant, education, or research. Our technicians are medical professionals who work to uphold the generous gift made by those who have chosen to be eye donors. Our ultimate goal is to improve people's quality of life through the gift of sight.

- **24- hour call shifts, dispatched from your home**
- **Per case pay**
- **On-call stipend**
- **Mileage Reimbursement**

****Training is conducted at our headquarters in Madison, WI and on the road. Potential candidates must be available for in-house 3-week training. Lodging will be provided during the training period.**

Position Objective:

Responsible for the surgical recovery of human eye tissue for transplant and/or research. Participates in the collection of necessary medical, behavioral, laboratory and other data to ensure quality donor tissue.

Essential Duties of the Position:

- Travels to donor location (e.g., hospital, ME/Coroner office, funeral home) to perform the functions of recovery technician. Expected response time to initial dispatch call within 15 minutes, with departure for recovery within 30 minutes of dispatch.
- Provides clear and concise communication with accurate estimated times of arrival.
- Screens donors by performing a thorough review of medical records/information, when available, according to EBAA Medical Standards, FDA Regulations, and LEBW SOPs in consultation with the Administrator on Call as needed.
- Identifies the donor according to LEBW Standard Operating Procedures.
- Facilitates quality recovery while ensuring minimum death to preservation times.
- Obtains adequate blood samples, (pre- and/or post-mortem) for infectious disease testing.
- Adheres to any Coroner/ME requests/restrictions while ensuring LEBW's Standard Operating Procedures are followed. Communicates any concerns from Coroner/ME personnel to Administrator on Call or Quality Systems.
- Performs donor restoration.
- Performs all required documentation in a thorough, complete, and professional manner.
- Packages tissue, blood samples and documentation for transport

- Provides transport of the transfer tissue, blood samples, and documentation to Lions Transporter drop-off or other location as needed.
- Obtains patient medical records as required.
- Ensures effective and positive communications are maintained with hospital staff, ME/Coroners, tissue banks, OPOs, and funeral homes.
- Assists Quality Systems in conduct of periodic internal audits; assist Community Outreach and Hospital Development with projects and trainings.
- Performs other duties as assigned.

Minimum Education and Experience Requirements:

- High school diploma or equivalency required; Associates' or Bachelors' degree preferred.
- Surgical tech or other health care professionals (EMT/Paramedic, ER techs, etc.) preferred
- Expertise, skills, and knowledge of ophthalmology or eye bank procedures is a plus.
- Valid driver's license and reliable, safe and insured vehicle.

Knowledge, Skills and Abilities necessary to perform essential functions:

- Excellent verbal and written communication skills.
- Strict attention to detail
- Previously acquired or establish and maintain through understanding of medical terminology.
- Ability to learn and follow all LEBW Standard Operating Procedures regarding donor recovery.
- Ability to effectively manage competing priorities and changing priorities
- Flexible work schedule including nights, weekends, and holidays.
- Must maintain confidentiality and integrity of all donor-related information.
- Must maintain professionalism and confidentiality related to LEBW.
- Must possess dedication and commitment to eye banking and fulfilling the wishes of donors and their families

Physical/Environmental Demands of the Position:

- Physical requirements – moderate work. Position requires lifting and moving donors.
- Environment conditions: Must be able to work in hospitals, ME/Coroner's offices, and funeral homes. Exposure to cornea preservation media and other recovery supplies and reagents; exposure to blood and other bodily fluids; exposure to other chemicals within recovery facility.
- Understanding of Standard Precautions.
- Computer literacy including Word processing and database software.
- Compassionate demeanor when dealing with grieving families.

- Fine motor skills and dexterity.
- Ability to perform and effectively communicate under stressful conditions.
- 24 hour, unrestricted on-call periods
- 100% travel with long distance driving throughout WI. Employees will work from home and travel to hospitals, hospices centers, funerals homes and medical examiner offices to perform recoveries. Occasional travel to our headquarters in Madison, WI is required for trainings, meeting or other duties.

Equipment/Software Used:

- Computer
- Cell Phone
- Microsoft Software
- Donor Software

Job Type: Part-time

Schedule:

- On call

Work Location: On the road