



Provincial Job Description

TITLE:
**(030) Biomedical Engineering
Technologist**

PAY BAND:
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FOR FACILITY USE:

SUMMARY OF DUTIES:

Assembles/installs/repairs, calibrates, inspects and performs preventative maintenance on biomedical equipment to ensure compliance with medical safety standards.

QUALIFICATIONS:

- ◆ Biomedical Engineering Technology diploma

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Advanced computer skills
- ◆ Interpersonal skills
- ◆ Organizational skills
- ◆ Communication skills
- ◆ Ability to work independently
- ◆ Problem solving skills
- ◆ Decision making skills
- ◆ Valid driver's license

EXPERIENCE:

- ◆ **Previous:** Twenty-four (24) months previous experience installing and repairing biomedical equipment.

KEY ACTIVITIES:

A. Maintenance/Troubleshooting/Repair

- ◆ Plans/designs/builds and modifies solutions to existing equipment.
- ◆ Troubleshoots and repairs malfunctioning patient care equipment, diagnostic and therapeutic equipment – the equipment may or may not be in use during repair.
- ◆ Provides engineering solutions for custom requirements or out-of-support equipment.
- ◆ Monitors equipment and performs regular corrective and preventative maintenance in accordance with manufacture guidelines and ensures proper calibration for safe and efficient operation.
- ◆ Receives, processes and distributes Medical Device Alerts, and ensures that appropriate action is taken.
- ◆ Reviews Medical Alerts ensuring medical equipment is in compliance.
- ◆ Provides technical and service support.
- ◆ Maintains local area clinical networks in conjunction with Information Technology unit.
 - ◆ Provides cost-effective alternative parts solutions.
 - ◆ Supports with network wireless and security issues.

B. Acquisition Support and New Equipment Testing

- ◆ Analyses cost and benefit trends for equipment purchases.
- ◆ Evaluates new equipment prior to purchase through consultation with physicians, nurses, managers, manufacturers and suppliers.
- ◆ Develops installation and site plans for new equipment.
- ◆ Unpacks, assembles, inspects and calibrates all new equipment according to manufacturer specifications.
- ◆ Installs new equipment.
- ◆ Writes, develops, modifies and implements operating and testing procedures.
- ◆ Ensures the appropriate policies and standards are implemented and maintained.
- ◆ Decommissions equipment and prepares for disposal.
- ◆ Participates in the research and planning of capital equipment purchases.

C. Documentation/Data Entry

- ◆ Develops and maintains a comprehensive database for all medical systems, their components and scheduled maintenance.
- ◆ Organizes schedules to ensure equipment is available for planned maintenance.
- ◆ In conjunction with Risk Management, participates in incident investigations involving medical equipment that affects patients or staff.

D. Education/Training

- ◆ **Researches and reviews new technologies and equipment.**
- ◆ **Acts as a medical equipment information resource for various departments, staff and equipment users.**
- ◆ **Conducts training for physicians, staff and patients on the operation and maintenance of various medical devices.**
- ◆ **Informs staff and equipment users of possible problems that may occur and solutions to correct those problems.**
- ◆ **Informs staff and equipment users of upgrades and operational changes to medical equipment.**

E. Inventory

- ◆ **Maintains spare parts inventory for high maintenance equipment.**
- ◆ **Orders parts for routine maintenance items.**
- ◆ **Reviews service contracts for efficiency.**
- ◆ **Recycles parts from decommissioned equipment.**

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: February 15, 2022