


# Job Evaluation Rating Document

<b>CUPE, SEIU, SGEU, SAHO</b> 	<b>Job Title</b>	Medical Device Reprocessing Working Supervisor	<b>Code</b>  138
	<b>Date</b>	October, 2000	
	<b>Revised Date</b>	2004, January 15, 2020	
	<b>Revised Date</b>	October 18, 2023	

<b>Decision Making</b>	<b>Degree</b>
Makes changes to work routine when equipment is out of order or recalled. Work, such as researching new instruments/equipment and sterilization protocols, is undertaken to achieve assigned objectives.	3.5

<b>Education</b>	<b>Degree</b>
Grade 12. Medical Device Reprocessing Technician - Certificate of Achievement (Saskatchewan Polytechnic 212 hours) (Rating 2.0).	
*As per the MOA regarding the Education factor review (January 2019) the JJEMC will continue to utilize 584 hours as no other factors were impacted by this change. The education rating will remain at (2.5).	2.5

<b>Experience</b>	<b>Degree</b>
Twenty-four (24) months previous experience in a Medical Device Reprocessing Department to consolidate knowledge and skills. Twelve (12) months on the job to learn payroll practices, scheduling and collective agreements, consolidate supervisory skills and become familiar with department policies and procedures.	6.0

<b>Independent Judgement</b>	<b>Degree</b>
Plans, organizes and coordinates activities for medical device reprocessing following established procedures. Exercises judgment and has a choice of methods and procedures associated with work schedules, processing priorities and staffing to meet unexpected needs (e.g., reorganizing work force during emergent situations).	3.5

<b>Working Relationships</b>	<b>Degree</b>
Has regular contact with other employees/physicians, using appropriate tact, to discuss problems, address requests, and make recommendations associated with instrument/supply/equipment issues.	3.0

<b>Impact of Action</b>  Improper processing/supply of sterile equipment may delay succeeding service or damage expensive equipment. Inadequate planning and prioritizing of work load may result in late delivery of service.	<b>Degree</b>  <u>2.5</u>
<b>Leadership and/or Supervision</b>  Provides limited direction to medical device reprocessing department with responsibility for assigning work to staff.	<b>Degree</b>  <u>3.0</u>
<b>Physical Demands</b>  Regular physical effort standing and lifting/pushing light to heavy weights, with frequent periods of accurate hand-eye coordination when assembling/disassembling instruments.	<b>Degree</b>  <u>2.5</u>
<b>Sensory Demands</b>  Frequent sensory effort inspecting instruments/equipment/linen, performing audits and operating computer with competing multiple sensory demands while prioritizing workload.	<b>Degree</b>  <u>3.0</u>
<b>Environment</b>  Occasional exposure to major disagreeable conditions such as steam, sharps, chemicals and blood/body fluids.	<b>Degree</b>  <u>3.0</u>