

**WEST PARK HOSPITAL DISTRICT
JOB DESCRIPTION**

JOB TITLE: Respiratory Therapist - Home Oxygen

DEPARTMENT: Home Oxygen

REPORTS TO: Cardiopulmonary Services Director

JOB SUMMARY: The Home Oxygen Therapist is responsible for delivery and setup of Home Oxygen supplies and reinforcement of inservices on use of Home Oxygen equipment. The Therapist is responsible for equipment service, CPAP/BIPAP patient equipment set-up and management. Providing community support and education in regards to respiratory equipment.

AGE SPECIFIC TO CARDIOPULMONARY:

Newborn-	Birth through 1 month	Adolescent/Teenager-	13 years through 17 years
Infant-	1 month through 1 year	Young Adult-	18 years through 34 years
Toddler-	2 years through 3 years	Middle Adult-	35 years through 50 years
Preschool-	4 years through 5 years	Mature Adult-	51 years through 69 years
School Age-	6 years through 12 years	Geriatric Adult-	70 years +

CULTURE/RELIGIOUS ASPECTS: Employee will care for patients of all cultural and religious backgrounds. In view of the seasonal influx of people from all over the world, be prepared to care for patients of diverse cultural and/or religious backgrounds.

ETHICS AND COMPLIANCE: Employee performs within the prescribed limits of the hospitals/departments Ethics and Compliance Program. Is responsible to detect, observe and report compliance variances to their immediate supervisor, or upward through the chain of command, the Compliance officer or hospital hotline.

ESSENTIAL FUNCTIONS:

1. Responsible for patient visits.
2. Performs deliveries and setup of Home Oxygen equipment to patient's homes according to physician's orders.
3. Reinforces inservice already given by credentialed hospital staff and answers questions.
4. Performs preventative maintenance of equipment.
5. Transfills cylinders when necessary.
6. Provides service as required to West Park Home Oxygen Patients and other West Park Hospital facilities.
7. Assists with Oxygen arrangements for West Park Hospital patients when they are planning a trip.
8. Responsible for scheduling staffing and on call coverage.
9. When on shift or on call, responsible for returning patient calls as soon as possible and if necessary responding to the patients home within two (2) hours.
10. Responsible for reviewing policies and procedures.
11. Responsible for providing bi-weekly and monthly statistics.
12. Responsible for assisting with the P.I. program
13. May be required to do other related duties for which the individual is qualified.

SECONDARY FUNCTIONS:

1. Performance of cleaning, assembly and sterilization of Home Oxygen equipment.
2. Monitors stock levels and ordering equipment
3. Provides accurate patient and equipment records.
4. Schedules and performs cylinder exchanges.

SPECIFICATIONS:

EDUCATION: Certified or Registered Respiratory Therapist

EXPERIENCE: Home delivery and Oxygen administration is desirable.

SKILLS: Good inter-personal skills and self motivation are necessary along with valid Wyoming driver's license and good driving record.

WORKING CONDITIONS: Will be working outside the hospital making home deliveries most of the time. Exposure to unpleasant sights, smells and infectious diseases. Work schedules may vary and call time is necessary.

PHYSICAL DEMANDS: Long periods of standing or sitting, walking and lifting up to 80 lbs. or more.

My job requires that I lift:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
A. Up to 10 lbs.			X	
B. 11 - 24 lbs.		X		
C. 25 - 34 lbs.		X		
D. 35 - 50 lbs.		X		
E. 51 - 74 lbs.		X		
F. 75 - 100 lbs.	X			
G. Above 100 lbs. STATE WEIGHT	X			
H. STANDING			X	
I. WALKING			X	
J. SITTING			X	

Any lifting of 35# or more requires the use of an assistive device and/or physical assistance.

EXPOSURE CATEGORY 2

1. Tasks that involve exposure to blood, body fluids or tissues. This includes all procedures or job related tasks that involve inherent potential for mucous membrane or skin contact with blood, body fluids or tissues, or potential spills or splashes of them.
2. Tasks that do not involve exposure to blood, body fluids or tissue, but exposure may be required as a condition of employment. Appropriate protective measures are readily available to these employees when needed.
3. Tasks that involve NO exposure to blood, body fluids or tissue and Category I tasks are not a condition of employment.

 Employee Signature

 Date