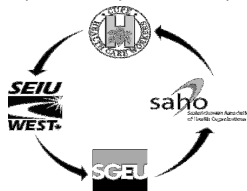


Job Evaluation Rating Documentation

<p>CUPE, SEIU, SGEU, SAHO</p> 	<p>Job Title <u>Sterile Processing Education Coordinator</u></p> <p>Date <u>October, 2009</u></p> <p>Revised Date <u>June 19, 2012</u></p> <p>Revised Date _____</p>	<p>Code</p> <p style="text-align: center;"><u>439</u></p>
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<p>Decision Making</p> <p>Responsible to coordinate, facilitate, evaluate and deliver the Sterile Processing Department educational programs to meet the needs of staff within the region.</p>	<p>Degree</p> <p style="text-align: center;"><u>3.5</u></p>
<p>Education</p> <p>Grade 12. Sterile Processing Technician certificate (584 hours).</p>	<p style="text-align: center;"><u>2.5</u></p>
<p>Experience</p> <p>Twenty-four (24) months previous experience working in Sterile Processing department. Twelve (12) months on the job to become familiar with the facilitation, delivery and evaluation of programs and to become familiar with region/facility/department policies and procedures.</p>	<p style="text-align: center;"><u>6.0</u></p>
<p>Independent Judgement</p> <p>Coordinates needs analysis and develops goals and objectives with desired learner outcomes. Coordinates, facilitates, delivers and evaluates Sterile Processing Department educational programs within generally accepted practice.</p>	<p style="text-align: center;"><u>4.0</u></p>
<p>Working Relationships</p> <p>Provides education/instruction to students, staff based on adult learning principles. Motivates students to take part in needs assessment and educational programs.</p>	<p style="text-align: center;"><u>4.0</u></p>

Impact of Action	Degree
Coordinates resources to facilitate the delivery of the curriculum and education programs. Insufficient resources and planning may result in delays in the delivery of services to other departments.	<u>2.0</u>
Leadership and/or Supervision Provides occasional guidance to staff in the delivery of educational programs. Provides functional guidance and specialty advice to regional staff and community clinics on Sterile Processing department programs/practices (e.g., sterilization, biological testing).	<u>2.5</u>
Physical Demands Occasional physical effort standing, computer operation, walking and moving equipment with periods of lifting/carrying materials/supplies.	<u>1.5</u>
Sensory Demands Regular sensory effort preparing, reading and presenting training material. Regular effort listening to students/staff.	<u>2.0</u>
Environment Regular exposure to minor conditions such as interruptions. Occasional exposure to major conditions such as blood/body fluids and chemicals.	<u>3.0</u>