


Job Evaluation Rating Documentation

	Job Title <u>Transfusion Safety Officer</u> Date <u>April 2010 - Interim Rating</u> Revised Date _____ Revised Date <u>October 9, 2013</u>	Code <u>449</u>
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Decision Making Follows Canadian Society for Transfusion Medicine (CSTM) Standards and Canadian Standards Association (CSA) regulations and guidelines for blood transfusions. Refines practices to comply with CSA regulations. May be required to make exceptions to accepted practices when encountering product administration problems. Develop short term plans by updating regional policy and procedures relating to transfusion practices.	Degree <u>4.0</u>
Education Grade 12. Medical Laboratory Technology diploma (SIAST, 2583 classroom hours). Certified by the Canadian Society for Medical Laboratory Science.	<u>5.5</u>
Experience Twenty-four (24) months previous discipline related experience to gain a basic knowledge of other disciplines within the department. Eighteen (18) months on-the-job experience to develop administrative skills, enhance research skills and become familiar with regional/departmental/facility policies and procedures.	<u>7.0</u>
Independent Judgement Carries out blood transfusion program administration within generally accepted practice. Judgement is exercised in the analysis and/or troubleshooting of unusual problems associated with development, prioritization of blood transfusion projects within the program.	<u>4.5</u>
Working Relationships Provides technical explanation and/or instruction to co-workers and technical staff. Must secure the cooperation of co-workers, manager or service/company representatives when developing solutions to administrative problems associated to blood transfusion safety, standards and practices.	<u>4.0</u>

Impact of Action	Degree
Evaluates blood transfusion services through Quality Assurance and audits and has input into service improvements. Improper transfusion practices to clients/patients/residents may cause serious complications, may cause identifiable deterioration in clients/patients/residents, public relations. Failure to manage and report adverse events could cause serious results in the delivery of service, and could result in funding loss.	<u>3.5</u>
Leadership and/or Supervision Provides functional guidance and/or specialty advice on the interpretation of policies and procedures to staff and operational leaders and follows up to determine compliance.	<u>3.5</u>
Physical Demands Regular physical effort when keyboarding and regular accurate coordination of fine movements.	<u>2.0</u>
Sensory Demands Regular sensory effort such as investigations and audits.	<u>2.0</u>
Environment Little exposure to major hazards such as blood/body fluids and minor disagreeable conditions such as limited travel and interruptions.	<u>2.0</u>