

Job Description

Scrub Tech/Surgical Assistant

Job Title

Scrub Tech

Reports to Supervisor

Surgical Supervisor/Clinical Supervisor

Summary of Responsibilities

In preparing operating rooms, scrub tech ensures that all of the equipment needed for the procedure is properly disinfected and assembled. They also check that the equipment is in working order. They place sterile solutions in areas where they can be easily reached by doctors.

To prepare patients for surgery, scrub tech will clean and disinfect the eye or eyes to be operated on. They then move patients to the OR and position them on the operating table, using sterile surgical drapes to cover them. Monitoring patients' vital signs and observing their status is another job responsibility of a surgical technician.

During surgery, surgical technicians pass sterile surgical equipment, such as Diamond and forceps, to surgeons. Additionally, surgical techs are sometimes responsible for doing special orders for patients.

After surgery, a surgical technician generally transports a patient back to a room. The scrub tech then returns to the OR to clean and prep for the next surgery.

List of Responsibilities/Duties

- Print surgery schedule for the day
- Confirm that all supplies having order such as
 - IOLs
 - Intacs
 - ICLs
- Review surgery charts
 - Confirm correct patient and chart in OR
 - Confirm correct procedure
 - Confirm and have time out with surgeon present
- Supplies needed for the week for each surgery
- Preparing the OR for surgery
- Sterilize instruments
- Set the table for proper surgery

- Set the room for proper procedure
- Assist in walking patient out of the OR
- Clean the OR for the next surgery
- Clean instrument after each surgery
- Discard of all disposables
- Promptly and professionally assist the doctor in patient care
- Maintain and clean all equipment used. Report to supervisor if not in working conditions.
- Other duties as assigned by superiors
- If **NOT** in surgery
 - Work on preparation for the next day surgeries
 - Prep chart
 - Make special orders