



POSITION TITLE: Environment of Care Biomedical Specialist (ECBS)

NATURE OF POSITION: The Environment of Care Biomedical Specialist reports directly to the Chief Nursing Officer (CNO) and supports clinic operations by providing repair, calibration, and maintenance of medical equipment, instrumentation and support systems used in healthcare delivery. The role also provides corrective maintenance by in-house or send-off options, as applicable, while maintaining documentation of all service events, tests, and maintenance performed on the clinical equipment.

In addition, the ECBS will also support clinical quality and safety by participating in environment of care activities such as environment of care rounding and committee participation as directed by the CNO.

MINIMUM QUALIFICATIONS:

- Minimum of three (3) years of experience related to repair and maintenance of medical equipment.
- Ability to analyze, repair, and test electronic and electromechanical equipment.
- Ability to perform preventive maintenance inspections, run diagnostic programs.
- Ability to interpret schematics, wiring diagrams, and illustrated parts drawings of instrumentation.

General (Core) Responsibilities:

- Repair, install, maintain, calibrate, and inspect complex medical equipment, instrumentation and systems.
- Perform preventive maintenance and electrical safety testing of clinical equipment, devices, and systems.
- Manage manufacturer notifications and recalls to maintain safety of equipment.
- Monitor completion of preventive maintenance activities performed by outside vendors.
- Recommend new equipment and/or testing procedures, as needed.
- Maintain accurate inventory, tracking both the addition and deactivation of clinical equipment.
- Maintain documentation on new equipment, inspections, equipment repairs and failures.
- Assist, manage, and monitor any third-party repairs.
- Provide in-service educational programs on use of equipment, as needed
- Understand and comply with regulatory requirements and standards related to medical equipment and environment of care.
- Participate in environment of care activities, as assigned.
- Knowledgeable of and follows all established Infection Control guidelines and OSHA standards and participates in staff training events, as needed.
- Exhibits caring qualities consistent with the values of the COFMC
- Attend clinic mandated and departmental in-services and trainings.
- All other duties as assigned.

ORGANIZATION:

- Exhibits enthusiasm, a positive attitude, and professionalism in the workplace
- Handles personal conflict and works through it at the lowest possible level (first with party/parties involved, then, if necessary, with 3rd party mediation)
- Is friendly and easy to approach
- Is neat, clean, well-groomed, and dresses in accordance to the dress code policy
- Leaves personal problems out of the workplace
- Treats all co-workers with dignity and respect
- Abstains from gossip in the workplace
- Arrives on time and works through designated hours
- Completes tasks effectively, accurately and on time
- Demonstrates little or no absenteeism/follows leave guidelines
- Follows designated line of support
- Is flexible, able and willing to respond to unusual job-related demands
- Manages time well
- Recognizes and assists others in the work of the department, even though the work may be outside of regular duties
- Shares equally in the workload of the department
- Works cooperatively with all team members and departments
- Works independently requesting assistance from supervisor only as needed
- Abstains from criticizing COFMC, colleagues and supervisors
- Demonstrates loyalty to COFMC, colleagues and supervisors
- Demonstrates support of the mission and vision of COFMC
- Accepts and participates in cross training
- Takes initiative to identify skill development needs