



Choctaw Health Center
Respiratory Therapy Department
210 Hospital Circle
Choctaw, MS 39350

JOB ANNOUNCEMENT# 386375

Position Title: Respiratory Therapist-Temporary
Salary: Grade:13
Supervisor: Respiratory Therapy Supervisor
Job Location: Choctaw Health Center
Type of Employment: Temporary/ Non-exempt-Essential
Opening Date: **AUGUST 10, 2020**
Closing Date: **AUGUST 24, 2020 OR UNTIL FILLED**

Scope of Service and Effect:

The Choctaw Health Center is a twenty-bed hospital located in Choctaw, Mississippi off of State Highway 16 on the Mississippi Band of Choctaw Indian Reservation. The Tribe consists of eight communities, Bogue Chitto, Conehatta, Crystal Ridge, Pearl River, Red Water, Standing Pine and Tucker. It serves approximately 11,000+ members of the tribe's population across a ten-county area in East Central Mississippi. It is an 18,000 square foot comprehensive health care center with three satellite clinics located in the Choctaw communities of Bogue Chitto, Conehatta, and Red Water. **This is a temporary position for six months increments, for the COVID 19 pandemic.**

Respiratory Care is an allied health specialty concerned with the performance of diagnostic cardiopulmonary evaluation and respiratory therapy treatment applied to patients with deficiencies and abnormalities of the cardiopulmonary system. It includes related education of the patient, family and public.

Responsibilities and Duties:

Utilizes the application of scientific principles for the identification, prevention, remediation, and rehabilitation of acute or chronic cardiopulmonary dysfunction, thereby producing optimum health and function. Reviews existing data, collects additional data,

and recommends obtaining data to evaluate the respiratory status of patients, and determine the appropriateness of the prescribed therapy. Initiates, conducts, and modifies prescribed therapeutic and diagnostic procedures such as: administering medical gases, humidification and aerosols, aerosol medications, postural drainage, bronchopulmonary hygiene, cardiopulmonary resuscitation; providing support services to mechanically ventilated patients; maintaining artificial and natural airways; performing pulmonary function testing, physiologic monitoring, and collecting specimens of blood and other materials. Documents necessary information in the patient's medical record and on other forms, and communicates that information to members of the health care team. Obtains, assembles, calibrates, and checks necessary equipment. Uses problem solving to identify and correct malfunctions of respiratory care equipment. Demonstrates appropriate interpersonal skills to work productively with patients, families, staff, and co-workers. Accepts directives, maintains confidentiality, and upholds the ethical standards of the profession.

- 1) Set up and operate devices such as mechanical ventilators, therapeutic gas administration apparatus, environmental control systems, and aerosol generators - following specified parameters.
- 2) Provide emergency care, including artificial respiration, external cardiac massage and assistance with cardiopulmonary resuscitation.
- 3) Determine requirements for treatment, such as type, method and duration of therapy, precautions to be taken, medication and dosages compatible with physicians' orders.
- 4) Monitor patient's physiological responses to therapy, such as vital signs, arterial blood gases, and blood chemistry changes, and consult with physician if adverse reactions occur.
- 5) Read prescription, measure arterial blood gases, and review patient information to assess patient condition.
- 6) Work as part of a team of physicians, nurses and other health care professionals to manage patient care.
- 7) Enforce safety rules and ensure careful adherence to physicians' orders.
- 8) Maintain charts that contain patients' pertinent identification and therapy information.
- 9) Inspect, clean, test and maintain respiratory therapy equipment to ensure equipment is functioning safely and efficiently, ordering repairs when necessary.
- 10) Educate patients and their families about their conditions and teach appropriate disease management techniques, such as breathing exercises and the use of medications and respiratory equipment.
- 11) Explain treatment procedures to patients to gain cooperation and allay fears.
- 12) Relay blood analysis results to a physician.
- 13) Perform pulmonary function and adjust equipment to obtain optimum results in therapy.
- 14) Perform bronchopulmonary drainage and assist or instruct patients in performance of breathing exercises.

- 15) Demonstrate respiratory care procedures to trainees and other health care personnel.
- 16) Teach, train, supervise, and utilize the assistance of other respiratory therapist, and other assistants.
- 17) Use a variety of testing techniques to assist doctors in cardiac and pulmonary evaluation and to diagnose disorders.
- 18) Make visits to each department to resolve respiratory equipment problems.
- 19) Conduct tests, such as electrocardiograms, and lung capacity tests, to evaluate patients' cardiopulmonary functions.
- 20) Competent delivery of all Respiratory Care procedures as outlined in the department policy and procedure manual.
- 21) Maintain accurate and complete documentation of all Respiratory Care procedures per department policy and procedures.
- 22) Verify Respiratory Care physicians' orders.
- 23) Receive and give accurate and complete report. Update and complete patient profile card to reflect patient's current clinical status. Be prepared and ready to receive and give report at the specified report times.
- 24) Attend and participate in department in-services, meetings, patient care rounds, and mandatory hospital meetings.
- 25) Keep Supervisor apprised of changes in work load and patient acuity.
- 26) Enter into the department's computer all daily services and charges given to patients.
- 27) Demonstrate excellent working knowledge of Respiratory Care instruments and equipment. Perform troubleshooting with appropriate problem resolution.
- 28) Perform effective airway management to include bag/mask ventilation. Assist physician/intubation certified therapist with intubation. Demonstrate safe and appropriate suction techniques and use of artificial airways.
- 29) Initiate and perform "CPR". Primarily responsible for airway management.
- 30) Initiate, maintain, monitor and document continuous mechanical ventilation while in ER.
- 31) Provide timely and accurate update information to the physicians and other hospital personnel. Make recommendations for changes or modification of patient therapy by contacting physicians.
- 32) Assist in orientation/training of new employees, respiratory, and precept new employees during orientation.
- 33) Understand and institute advanced ventilator modalities as needed.
- 34) Work in all areas of the hospital.
- 35) Effectively discuss advanced respiratory pathophysiology with physicians, and can implement changes based on patient condition.
- 36) Perform arterial blood gas sampling and analysis.
- 37) Initiate, maintain and monitor ventilator and BiPAP/CPAP for patients usage. Interpret flow volumes and pressure volume curves to initiate appropriate clinical changes.

- 38) Evaluate chest x-ray for endotracheal placement and other clinical conditions optimizing Respiratory Care delivery.
- 39) Complete required continuous training and education, including department-specific requirements.
- 40) Comply with established personal protective equipment requirements necessary for protection against exposure to blood and other potentially infectious body fluids, chemical disinfectants, radiation, asbestos, and other hazardous substances.
- 41) Demonstrate knowledge and skills necessary to provide care appropriate to the age of the patients served within the unit.

Work Environment

The work is performed in a hospital environment. There is a common exposure to contagious disease. The work may include a certain amount of exposure to hostile and emotionally disturbed patients, families, and/or visitors.

Physical Demands (if applicable):

There is a considerable amount of walking/moving, bending, and lifting, often in the excess of fifty pounds. The ability to cope with a stress-laden environment is essential.

Qualifications:

1. Graduation from an approved school of Respiratory Therapy and three years related experience.
2. Registered Respiratory Therapist (RRT), Certified Respiratory Therapist (CRT), or Respiratory Care Practitioner (RCP)
3. Current BCLS certification from American Heart Association is mandatory. ACLS and PALS are recommended.
4. Possess knowledge and skills necessary to provide care appropriate to the population of patients served.
5. Must possess a valid Mississippi driver's license, automobile liability insurance and have dependable transportation and telephone. **(ATTACH COPY/PROOF TO APPLICATION)**
6. Successful completion of criminal background investigation and pass a pre-employment drug test.

Education: As required for Registry or Certification by National Board of Respiratory Care.

Licenses/Certification:

- Current credential as Registered Respiratory Therapist or Certified Respiratory Therapist by the National Board of Respiratory

- Current licensure from state licensure agency.
- BLS and ACLS Certification
- Must maintain currency of NBRC credential, BLS Certification and State license.

****CHOCTAW HEALTH CENTER PROPERTIES ARE TOBACCO FREE****

NOTE: The Administrative Personnel Policy & Procedures of the Mississippi Band of Choctaw Indians, Native American Preference, Section II (A), have been revised and approved, as follows:

Further bolstering this Native American preference to promote employment of MBCI members, it is the policy of MBCI to employ persons(s) who are not members of MBCI only when no qualified member of MBCI, who has applied for the position, can be trained up upgraded to fill a given job vacancy within a reasonable period of time at a reasonable cost, and then only when a Waiver of Native American Preference has been secured from the Committee on Human Resources, Training and Development on a case-by-case basis.

The authority to waive Native American Preference laws can be exercised by the Committee on Human Resources, Training and Development. The Committee will exercise its discretion to do so only when a motion is made by a committee member to support such waiver and the Committee determines by reviewing the facts and appropriate written documentation that a waiver is justified. A waiver to allow the employment of a person who is not a member of MBCI, or to employ a person who is Native American outside the order of preference set forth in this Policy, can be made by the Committee only for as long as the person who is granted the waiver remains in the position for which the waiver was granted. That waiver does not apply to other openings which the person who is granted the waiver may request a promotion or transfer for, or apply for. The Committee only has the right to approve or disapprove a waiver that has been requested by Executive Branch supervisors, and has no right to direct, demand, or coerce any executive Branch supervisor or personnel that any specific applicant other than the one for which waiver is sought, be employed.

IF INTERESTED, SEND APPLICATION TO:

Mississippi Band of Choctaw Indians
Human Resources
P. O. Box 6033, Choctaw Branch
Choctaw, MS 39350