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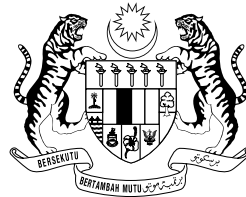


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OCCUPATIONAL STRUCTURE

Health Services Sector





OCCUPATIONAL STRUCTURE FOR HEALTH SERVICES SECTOR



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Ministry of Human Resources, Malaysia**

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Concept and Structure of Malaysian Skill Certification System

TYPE OF SKILL CERTIFICATION

DLKM Level 5-Managerial Level

(Diploma/Advance Diploma Technology)

'Competent in applying a significant range of fundamental principles and complex techniques across a wide and often unpredictable variety of contexts. Very substantial personal autonomy and often significant responsibility for the work of others and for the allocation of substantial resources feature strongly, as do personal accountabilities for analysis and diagnosis, design, planning, execution and evaluation.'

DKM Level 4-Supervisory Level

(Diploma/Diploma Technology)

'Competent in performing a broad range of complex technical or professional work activities performed in a wide variety of contexts and with a substantial degree of personal responsibility and autonomy. Responsibility for the work of others and allocation of resources is often present.'

SKM Level 3-Supervisory Level

(Malaysian Skill Certificate)

'Competent in performing a broad range of varied work activities, performed in a variety of context, most of which are complex and non-routine. There is considerable responsibility and autonomy and control or guidance of others is often required.'

SKM Level 2-Operation and Production Level

(Malaysian Skill Certificate)

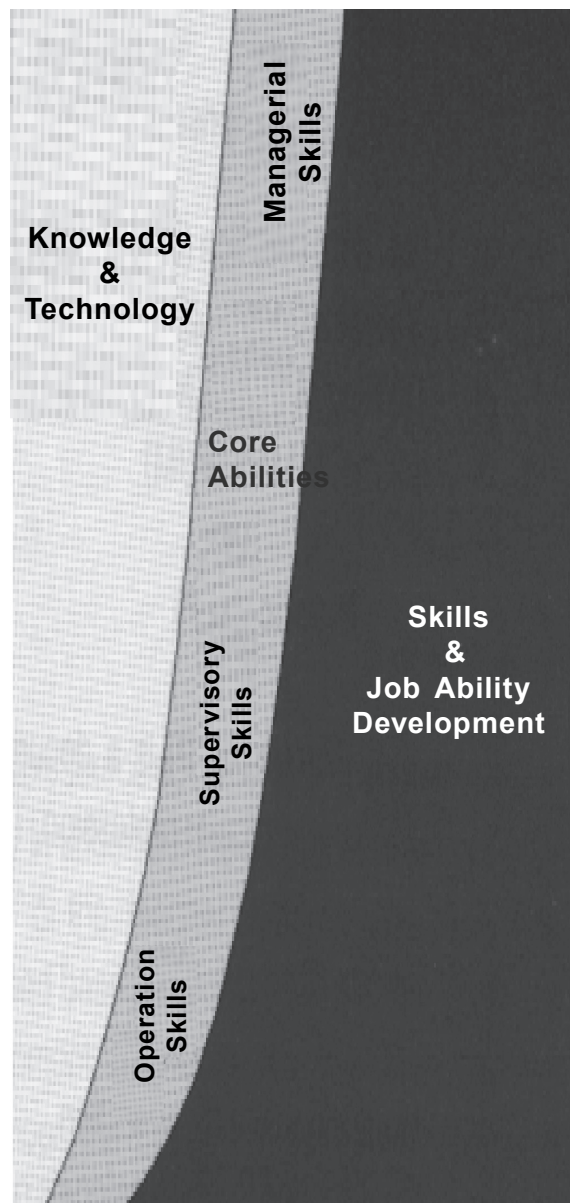
'Competent in performing a significant range of varied work activities, performed in a variety of context. Some of the activities are non-routine and required individual responsibility and autonomy.'

SKM Level 1-Operation and Production Level

(Malaysian Skill Certificate)

'Competent in performing a range of varied work activities, most of which are routine and predictable.'

ATTRIBUTES OF COMPETENCIES



HEALTH SERVICES INDUSTRY

OVERVIEW

Health service is one of the most significant services promotes and facilitates healthy lifestyles amongst Malaysian. Services are given by general hospitals, district hospitals, university hospitals, private hospitals, private clinics, government clinics at rural and urban area in order to achieve Vision 2020 to achieve its objective of becoming a fully developed country.

A platform or framework that reflects the national needs to prepare human resource is required in accordance with the growth of population and lifestyle, latest technology and communication which provide rapid human traffic flow. There is a need on provision of healthcare, just like other sectors such as education, security, heavy industry and etc.

Since independent, there are many training centers provided by the government for examples the government and private nursing colleges, colleges that produce the paramedic support develop through the development of medical and government colleges in order to produce government medical doctors and dentists.

Currently there are more than 200 government and private hospitals and 4,000 government clinics and more than 10,000 private clinics nationwide. The change of statistics on workforce requirement is always being determined by the upgrading of certain hospitals and health institutions. For example if there is a new specialist clinic or department being set up at the particular hospital, there will be a Physician or Surgeon responsible for the unit. Therefore automatically there will be a requirement for nurses and medical assistants to be trained in the particular unit, the training is called 'Post Basic'. After they have completed the post basic training, then only they are qualified to work in the particular unit and they are called 'Post basic Nurses' or 'Post basic Medical Assistants'.

Continuous check and balance between government's institution of medical and dental, and their counterparts in the private sectors is a good and healthy practice. It is to make sure that the provisions of trainings are relevant to the needs of labour market and health services.

EXECUTIVE SUMMARY FOR SUBSECTORS IN HEALTH SERVICES INDUSTRY

	SUBSECTOR/LEVEL			Level						Total
			NL	L1	L2	L3	L4	L5		
1	Medicine and Surgery	Non-Critical	-	-	-	-	24	66	94	
		Critical	-	-	1	1	1	1		
2	Allied Health	Non-Critical	-	-	-	-	15	9	28	
		Critical	-	-	-	-	3	1		
3	Public Health	Non-Critical	-	-	-	3	3	4	10	
		Critical	-	-	-	-	-	-		
4	Dentistry	Non-Critical	-	-	-	1	4	6	11	
		Critical	-	-	-	-	-	-		
5	Support	Non-Critical	-	-	-	1	1	-	2	
		Critical	-	-	-	-	-	-		
			Non-Critical						137	
			Critical						8	
Total			-	-	1	6	51	87	145	

EXECUTIVE SUMMARY OF TOTAL JOB TITLES

- 1. Based on panel discussions, members agreed that the health services industry is sectorised into 4 subsectors.**
- 2. The job profiles were determined according to subsectors.**
- 3. A total of 145 relevant job titles are identified with 137 job titles are non-critical while 8 job titles were found to be critical.**
- 4. The highest number of job titles is found in subsector Medicine and Surgery, i.e. 94 job titles. However 66 of 94 job titles are in level 5, and 44 out of 66 of level 5 job titles are medical doctors.**
- 5. 45 Medical doctors in various specialization are found in the health services sector, where 44 in subsector Medicine & Surgery and 1 in subsector Public Health.**
- 6. Nurses (in various specialization) are another high numbers of job titles found in the Health Services Industry, where 26 job titles are in level 5 (Sister) and 28 job titles are in level 4 (Nurse). Distribution of Sisters and Nurses are as follows; Subsector Medicine & Surgery – 23 Sisters and 23 Nurses, Subsector Public Health – 2 Sisters and 2 Nurses and Subsector Dentistry – 1 Sister and 3 Nurses.**
- 7. Subsector of Allied Health has 29 job titles, i.e 9 job titles in level 5 and 20 job titles in level 4.**

EXECUTIVE SUMMARY FOR CRITICAL AND NON-CRITICAL JOB TITLES

- 1. There are 8 critical job titles and 135 non-critical job titles. The critical job titles are medical doctor, pharmacist, nurse, assistant pharmacist, physiotherapist, radiographer, ambulance operator and health attendant.**
- 2. Medical doctor and pharmacist are professional and they are subject to normal tertiary education system. They need first degree in medicine or pharmacy to be qualified as a doctor or pharmacist.**

3. **About two third of the total staff in the health services consists of nurses. Eventhough the percentage of critical job titles is considerably small (about 6%), the reality reflects otherwise because of the percentage of nurses in the health services, the nurses dominate the health industry. Currently some of private hospitals and private clinics do not employ trained nurses. One of the reasons is the shortage of trained nurses in the labour market. Beside small number of nurses training centre, the outflow of trained nurses to other countries also contributes to the shortage of trained nurses in the health services sector. Therefore nurse is the most signifant and most critical job title in the health services industry.**
4. **Current practice the ambulance driver only acts as a driver. He is not trained on the aspect of paramedic. It is suggested that a new job title to be created i.e. ambulance operator, to replace the job of ambulance driver. It covers the duties of driver and paramedic.**
5. **Current practice is health attendants are employed without proper training. The organizations expect they will learn by themselves through day to day experiences. The job itself requires some training prior to the employment. It is suggested that the health attendants have to undergo paramedic training up to level 3, so that they can perform their duties efficiently on the day one of their service.**
6. **Therefore, it is recommended that the development of NOSS for this sector will be given priority as below:**
 - **Level 4 : Nurse**
 - **Level 4 : Assistant Pharmacist**
 - **Level 4 : Physiotherapist**
 - **Level 4 : Radiographer**
 - **Level 3 : Ambulance Operator**
 - **Level 2 : Health Attendant**
7. **Other job titles which need development of NOSS are:**
 - **Level 4 : Audiometrist**
 - **Level 4 : Speech Therapist**
 - **Level 4 : Biomedical Equipment Technician**
 - **Level 4 : Chiropractor**

- **Level 4 : Dlysis Technician**
- **Level 4 : Kinesiotherapist**
- **Level 4 : Medical Laboratory Technologist**
- **Level 4 : Occupational Therapist**
- **Level 4 : Athletic Trainer**
- **Level 3 : Assistant Nurse (Community)**
- **Level 3 : Assistant Nurse (Midwifery)**
- **Level 3 : Medical Record Clerk**

DEVELOPMENT METHODOLOGY

The development methodology used consist of four methods

1. Literature search
2. Brainstorming (DACUM Method)
3. Discussion
4. Interview

The details are as follows:

	Method	Date	Place	Remarks
1.	Literature Search	3 rd July 2007 – 26 th July 2007	-	With reference to IMP3, RK9, DOC, Government Policy, MASCO,.
2.	Discussion	21 July 2007	Office Madita Sdn. Bhd.	
3.	Brainstorming Session	28 – 29 July 2007	Office Malik and Co., Kuala Lumpur	OA Job Titles and OD Analysis
4.	Discussion	5 August 2007	Restaurant Kg. Pandan, Kuala Lumpur	
5.	Brainstorming Session	12 August 2007	Hotel Putra, Kuala Lumpur	OA Job Titles and OD Analysis
6.	Discussion	18 August 2007	Restaurant Kg. Pandan, Kuala Lumpur	
7.	Discussion	25 August 2007	NZ Restaurant Kuala Lumpur	
8.	Discussion	1 Sept. 2007	Office Malik and Co., Kuala Lumpur	
9.	Discussion	11 Sept. 2007	Hotel Sheraton Subang Jaya	

A few small group discussions were held at various places and times, before and after the brainstorming sessions. The discussions done by various groups which involved the same or different panels, based on opportunities to meet.

Besides the small group discussions, some panels have taken the initiative to have informal discussion amongst their subordinates, colleagues and counterparts in order to get clearer picture on the matters discussed. The informal discussions are quite important in order to be alert with the latest development and technology in the health services sector, especially the development in the country. The impromptu and informal discussions held by panels with their subordinates, counterparts and public can contribute in the process of identifying the needs arise in the health services due to development and changes in environment. The ideas and opinions gathered by panels during informal discussions had been discussed during panels brainstorming sessions or small group discussion.

For the purpose of the analysis, panels are identified and selected earlier based on their discipline, carrier, position, experience, willingness, working environment and nature of duty. However some of them could not make it to attend brainstorming sessions or small group discussions due to their prior engagement and other commitments. However they have agreed to be panels and to contribute in the analysis especially on matters related to their discipline. Their 20 years experience in this sector has made an impact to the analysis. Therefore we have agreed to have personal interviews. Amongst the panels that have been interviewed are:

Dato' Dr. Abdul Hasif Husin - Hospital Angkatan Tentera, Lumut, Perak.

Dr. Rohani binti Armia - Klinik Pergigian Al-Huda, Bandar Baru Balok, Kuantan.

Dr. Sukimi Bani - Klinik Sukimi, Senai, Johor.

Dr. Abdul Aziz bin Awang - Pakar Bedah Pusat Perubatan Kuantan.

**COMMITTEE MEMBERS FOR OCCUPATIONAL
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- 9. HANIM BINTI RIDIT – KLINIK BEDAH MULUT, HOSPITAL PUTRAJAYA**
- 10. DATO' DR. MOHD HASIF BIN HUSIN – HOSPITAL ANGKATAN TENTERA, LUMUT, PERAK**
- 11. HANAFIAH BIN MOHAMAD – KOMPAKAR EHEALTH TECH SDN. BHD.**

- 12. WAN ASNAH ANAN SHAH – KLINIK LYLIANA, GOMBAK**
- 13. ZAHARAH MOHD SAID – KLINIK LYLIANA, GOMBAK**
- 14. DR. MUHD KHAIRI BIN MOHD TAIBI – PAKAR KESIHATAN KELUARGA, KLINIK KESIHATAN ROMPIN, PAHANG**
- 15. DR. NORAZIAH BINTI MOHAMAD NOR – KLINIK KESIHATAN MARAN, PAHANG**
- 16. DR. ABDUL AZIZ BIN AWANG – PAKAR BEDAH, PUSAT PERUBATAN KUANTAN, PAHANG**
- 17. DR. ROHANI BINTI ARMIA – KLINIK PERGIGIAN ALHUDA, KUANTAN, PAHANG**
- 18. DATO' DR. ZAHARI BIN JUSOH – INSTITUT PERUBATAN UDARA, TUDM**
- 19. NAQIBAH BINTI GHAZAL – KLINIK PAKAR MATA, HOSPITAL PUTRAJAYA**
- 20. DR. KHAIRUL NIZAM BIN SIRON @ BAHAROM – KLINIK PAKAR ORTHOPEDIK, HOSPITAL SEREMBAN**

URUS SETIA – DR. CHE HASSAN BIN CHE HARON

**FASILITATOR – RAZILSHAM BIN CHE OMAR (DACUM FACILITATOR)
& MOHAMAD BIN OMAR (MADITA SDN. BHD.)**

APPROACH TO IDENTIFY JOB TITLES IN THE HEALTH SERVICES SECTOR

The approach in identifying job titles in the Health Services Sector is by considering subsectors and job areas available in the health services. The health sector is divided into 5 subsectors which cover all aspects of health services. The subsectors are:

- a. Medicine and Surgery
- b. Allied Health
- c. Public Health
- d. Dentistry
- e. Support

Medicine and Surgery – In general medical doctors and paramedic (nurse and medical assistant) fall in this subsector. They deal with patients directly and responsible to diagnose and identify the problems faced by the patients.

Allied Health – Those who are directly involved in the medicine and clinical support but they are not paramedic.

Public Health – They are involved with the public and community, either in the aspect of treatment, prevention or education. They are consists of medical doctors, paramedics and non-paramedics.

Dentistry – Those who are involved in dental health, either in treatment, prevention or education. The dentistry subsector consists of dentists, dental paramedics and dental clinical support.

Support – They are not involved in clinical works. They deal with management of patients and jobs which are not involved in clinical, but the job titles are peculiar to health services.

THE CHART OF HEALTH SERVICES SECTOR

Job areas in various subsectors in the health services sector are shown in the Chart of Health Services Sector. The subsectors of Health Services sector are as follows:

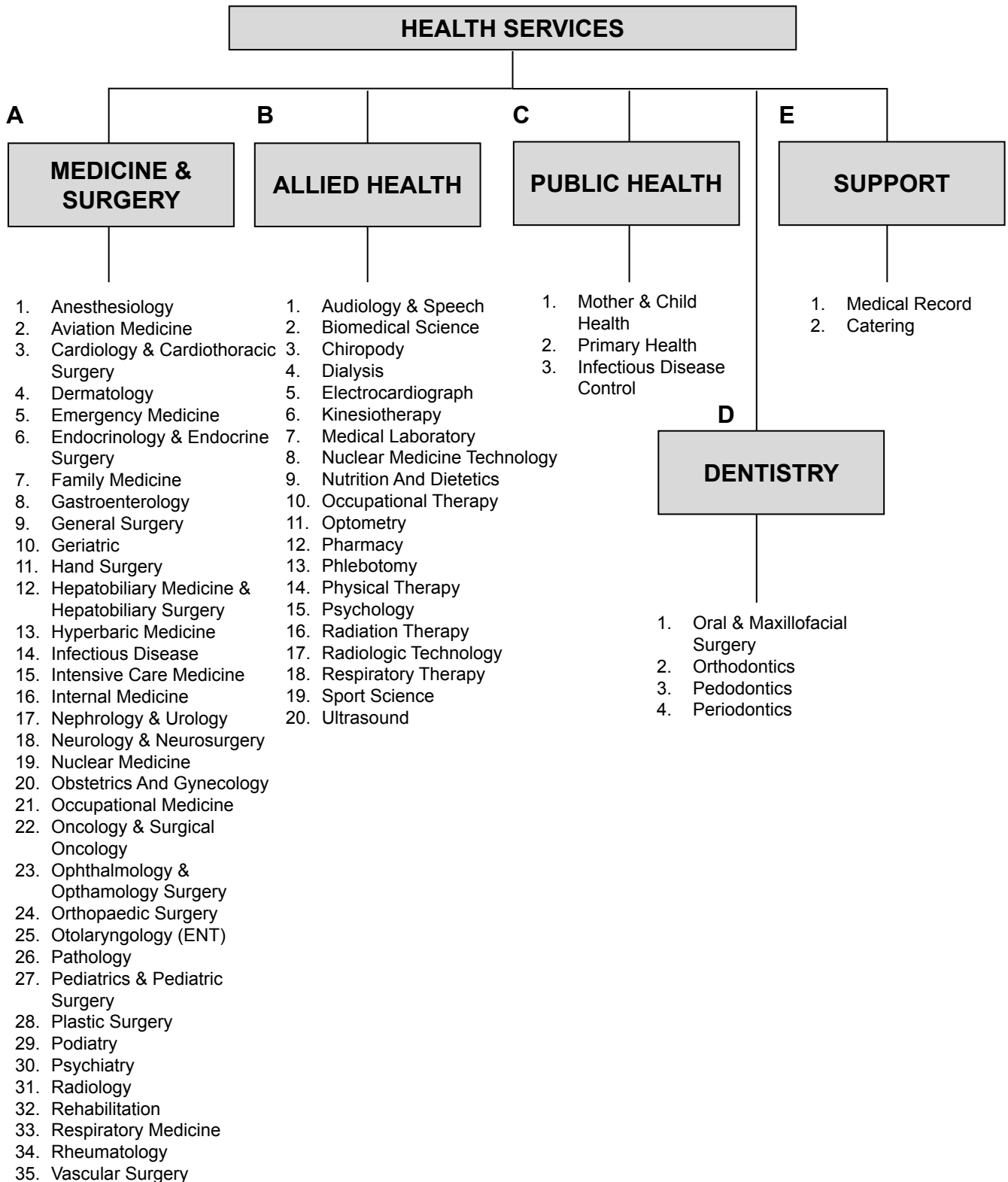
1. A – Medicine and Surgery (35 Job areas)
2. B – Allied Health (20 Job areas)
3. C – Public Health (3 Job areas)
4. D – Dentistry (4 Job areas)
5. E – Support (2 Job areas)

Job titles are shown in the Tables of Job Areas. All job titles in the various subsectors have been identified and with this approach there will be no job title to be left out or overlooked because every each of job titles will appear in a particular job area or in few job areas. There are possibilities that certain job titles appear twice or more because there are needed in various departments due to their nature of job.

Job titles are placed in the table of specific job areas according to the hierarchy level of competency i.e. Level 1 to Level 5. However there are job titles such as Medical Officer, Nurse, Medical Assistant and Health Attendant, which belong to many job areas due to their nature. Besides appear in some tables of job areas due to their significant role in that job areas, they are also placed in Common Employment Table, in order to avoid them appear repeatedly.

The job titles in the General Employment Table are the dominant job titles in the health services. These job titles are considered basic in their field before they can be enhanced or upgraded. For example Medical Officer is the basic course before it can be upgraded to specialist (Physician or Surgeon). For nurses and medical assistants, they have to undergo a post basic training in the specific job areas (department, field or specialist clinic) before they can be employed in the particular departments or clinics. The post basic training will take between 6 to 12 months depends on the field, department, equipment, technology development, manufacturer and etc.

CHART OF HEALTH SERVICES SECTOR



TABLES OF JOB AREAS AND JOB TITLES IN THE HEALTH SERVICES INDUSTRY

A. MEDICINE AND SURGERY

L	1. ANESTHESIOLOGY		2. AVIATION MEDICINE	
5	Anesthetist	Sister (Anesthetist)	Aviation Medicine Physician	No Level 5
4	No Level 4	Nurse (Anesthetist)	No Level 4	Medical Assistant (Hyperbaric)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	3a. CARDIOLOGY		3b. CARDIOTHORACIC SURGERY	
5	Cardiologist (Physician)	Sister (Cardiology)	Cardiothoracic Surgeon	Sister (Operating Theatre)
4	No Level 4	Nurse (Cardiology)	No Level 4	Nurse (Operating Theatre)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	4. DERMATOLOGY		5. EMERGENCY MEDICINE	
5	Dermatologist	Sister (Dermatology)	Emergency Medicine Physician	No Level 5
4	No Level 4	Nurse (Dermatology)	No Level 4	Nurse (Emergency)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	6a. ENDOCRINOLOGY		6b. ENDOCRINE SURGERY	
5	Endocrinologist	Sister (Endocrinology)	Endocrine Surgeon	Sister (Operating Theatre)
4	No Level 4	Nurse (Endocrinology)	No Level 4	Nurse (Operating Theatre)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	7. FAMILY MEDICINE	8. GASTROENTEROLOGY
5	Family Physician	Sister (Operating Theatre)
4	No Level 4	Nurse (Operating Theatre)
3	No Level 3	No Level 3
2	No Level 2	No Level 2
1	No Level 1	No Level 1

Note:

****Nurse** - CRITICAL**

L	9. GENERAL SURGERY	10. GERIATRIC
5	Surgeon	Sister (Geriatric)
4	No Level 4	Nurse (Geriatric)
3	No Level 3	No Level 3
2	No Level 2	No Level 2
1	No Level 1	No Level 1

L	11. HAND SURGERY	12a. HEPATOBILIARY MEDICINE
5	Hand Surgeon	Sister (Operating Theatre)
4	No Level 4	Nurse (Operating Theatre)
3	No Level 3	No Level 3
2	No Level 2	No Level 2
1	No Level 1	No Level 1

L	12b. HEPATOBILIARY SURGERY	13. HYPERBARIC MEDICINE
5	Hepatobiliary Surgeon	No Level 5
4	No Level 4	Medical Assistant (Hyperbaric)
3	No Level 3	No Level 3
2	No Level 2	No Level 2
1	No Level 1	No Level 1

L	14. INFECTIOUS DISEASE		15. INTENSIVE CARE MEDICINE	
5	Doctor (Infectious Disease)	Sister (Infectious Disease)	Doctor (ICU)	Sister (ICU)
4	No Level 4	Nurse (Infectious Disease)	No Level 4	Nurse (ICU)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	16. INTERNAL MEDICINE		17a. NEPHROLOGY	
5	Doctor	Sister	Nephrologist	Sister (Nephrology)
4	No Level 4	**Nurse**	No Level 4	Nurse (Nephrology)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	17b. UROLOGY		18a. NEUROLOGY	
5	Urologist	Sister (Operating Theatre)	Neurologist	Sister
4	No Level 4	Nurse (Operating Theatre)	No Level 4	**Nurse**
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	18b. NEUROSURGERY		19. NUCLEAR MEDICINE	
5	Neuro Surgeon	Sister (Operating Theatre)	Nuclear Medicine Physician	Sister
4	No Level 4	Nurse (Operating Theatre)	No Level 4	**Nurse**
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	20. OBSTETRICS AND GYNECOLOGY		21. OCCUPATIONAL MEDICINE	
5	Obstetrician & Gynecologist	Sister (Obstetrician & Gynecologist)	Occupational Physician	Sister
4	No Level 4	Nurse (Obstetrician & Gynecologist)	No Level 4	Nurse (Occupational Health)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	22a. ONCOLOGY		22b. SURGICAL ONCOLOGY	
5	Oncologist	Sister (Oncology)	Oncology Surgeon	Sister (Operating Theatre)
4	No Level 4	Nurse (Oncology)	No Level 4	Nurse (Operating Theatre)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	23a. OPHTHAMOLOGY		23b. OPHTHAMOLOGY SURGERY	
5	Ophthalmologist	Sister (Ophthalmology)	Ophthalmology Surgeon	Sister (Ophthalmology)
4	No Level 4	Nurse (Ophthalmology)	No Level 4	Nurse (Ophthalmology)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	24. ORTHOPEDIC SURGERY		25. OTOLARYNGOLOGY (ENT)	
5	Orthopedic Surgeon	Sister (Orthopedic)	Otolaryngologist	Sister (Otolaryngology)
4	No Level 4	Nurse (Orthopedic)	No Level 4	Nurse (Otolaryngology)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	26. PATHOLOGY		27a. PEDIATRICS	
5	Pathologists	Sister (Forensic)	Pediatrician	Sister (Pediatrics)
4	No Level 4	Nurse (Forensic)	No Level 4	Nurse (Pediatrics) Nurse (Neonatology)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	27b. PEDIATRIC SURGERY		28. PLASTIC SURGERY	
5	Pediatric Surgeon	Sister (Operating Theatre)	Plastic Surgeon	Sister (Operating Theatre)
4	No Level 4	Nurse (Operating Theatre)	No Level 4	Nurse (Plastic Surgery)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	29. PODIATRY		30. PSYCHIATRY	
5	Podiatrist	Sister	Psychiatrist	Sister (Psychiatry)
4	No Level 4	Nurse	No Level 4	Nurse (Psychiatry)
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	31. RADIOLOGY		32. REHABILITATION	
5	Radiologist	Sister (Radiology)	Rehabilitation Physician	Sister
4	No Level 4	Nurse (Radiology)	No Level 4	**Nurse**
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	33. RESPIRATORY MEDICINE		34. RHEUMATOLOGY	
5	Respiratory Medicine Physician	Sister	Rheumatologist	Sister
4	No Level 4	Nurse (Respiratory)	No Level 4	**Nurse**
3	No Level 3		No Level 3	
2	No Level 2		No Level 2	
1	No Level 1		No Level 1	

L	35. VASCULAR SURGERY	
5	Vascular Surgeon	Sister (Operating Theatre)
4	No Level 4	Nurse (Operating Theatre)
3	No Level 3	
2	No Level 2	
1	No Level 1	

L	GENERAL EMPLOYMENT			
5	**Medical Officer (Doctor)**	Sister	No Level 5	
4	No Level 4	**Nurse**	Medical Assistant	No Level 4
3	No Level 3			**Ambulance Operator**
2	No Level 2		**Health Attendant**	No Level 2
1	No Level 1			

Note: In the subsector Medicine and Surgery there are job titles that can appear in most of the job areas, depends on the situation and availability. Some of these job titles are considered the lowest level for that discipline before they can enhance or upgrade to the next step or level. For example medical officers (Doctors in Medicine) are at the beginning of their carrier before they can go for specialist training, either to be Physician or Surgeon. As medical officers they can be employed at any department or clinics, to assist Physician/Surgeon or doing general duties of medical officer at relevant departments. Like medical doctors, nurses and medical assistants have to go the same process. After completing 3 year course they are qualified to do general duties of nurse or medical assistant. They have to undergo special training (post basic) or attachment for a particular field then only they can do their job at the particular department or clinic. Besides appear in some job area tables, they are also placed in General Employment table so that it will reflect their nature of duty, can be put at any department or clinic either as an independent medical officer or as an assistant to any specialist.

B. ALLIED HEALTH

L	1. AUDIOLOGY & SPEECH			2. BIOMEDICAL SCIENCE
5	Audiologist	No Level 5		No Level 5
4	No Level 4	Audiometrist	Speech Therapist	Biomedical Equipment Technician
3	No Level 3			
2	No Level 2			
1	No Level 1			

L	3. CHIROPODY	4. DIALYSIS
5	No Level 5	
4	Chiropractor	Dialysis Technician
3	No Level 3	
2	No Level 2	
1	No Level 1	

L	5. ELECTROCARDIOGRAPH	6. KINESIOTHERAPY	7. MEDICAL LABORATORY	
5	No Level 5	No Level 5	Medical Scientist	Medical Laboratory Manager
4	ECG Technician	Kinesiotherapist	No Level 4	Med Laboratory Technologist
3	No Level 3		No Level 3	Med Laboratory Assistant
2	No Level 2			
1	No Level 1			

L	8. NUCLEAR MEDICINE TECHNOLOGY	9. NUTRITION & DIETETICS	
5	No Level 5	Nutritionist	Dietetian
4	Nuclear Medicine Technologist	No Level 4	
3	No Level 3		
2	No Level 2		
1	No Level 1		

L	10. OCCUPATIONAL THERAPY	11. OPTOMETRY	12. PHARMACY	
5	No Level 5	Optometrist	**Pharmacist**	No Level 5
4	Occupational Therapist	No Level 4	No Level 4	**Assistant Pharmacist**
3	No Level 3			
2	No Level 2			
1	No Level 1			

L	13. PHLEBOTOMY	14. PHYSICAL THERAPY	15. PSYCHOLOGY	16. RADIATION THERAPY
5	No Level 5	No Level 5	Psychologist	No Level 5
4	Phlebotomist	**Physiotherapist**	No Level 4	Radiation Therapist
3	No Level 3			
2	No Level 2			
1	No Level 1			

L	17. RADIOLOGIC TECHNOLOGY		18. RESPIRATORY THERAPY
5	Physicist	No Level 5	No Level 5
4	No Level 4	**Radiographer**	Respiratory Therapist
3	No Level 3		
2	No Level 2		
1	No Level 1		

L	19. SPORT SCIENCE	20. ULTRASOUND	
5	No Level 5	No Level 5	
4	Athletic Trainer	Cardiology Technologists	Ultrasound Technologist
3	No Level 3		
2	No Level 2		
1	No Level 1		

C. PUBLIC HEALTH

L	1. MOTHER AND CHILD HEALTH	
5	Obstetrician & Gynecologist (As in Subsector Medicine & Surgery)	Sister (Midwifery)
4	No Level 4	Nurse (Midwifery)
3	No Level 3	Assistant Nurse (Midwifery)
2	No Level 2	
1	No Level 1	

L	2. PRIMARY HEALTH		
5	Family Physician (As in Subsector Medicine & Surgery)	Sister (Public Health)	No Level 5
4	No Level 4	Nurse (Public Health)	No Level 4
3	No Level 3		Assistant Nurse (Community)
2	No Level 2		
1	No Level 1		

L	3. INFECTIOUS DISEASE CONTROL		
5	Public Health Physician	Environmental Health Officer	No Level 5
4	No Level 4	Assistant Environmental Health Officer	No Level 4
3	No Level 3		Public Health Assistant
2	No Level 2		
1	No Level 1		

D. DENTISTRY

L	1. ORAL AND MAXILLOFACIAL SURGERY			
5	Maxillofacial Surgeon	Dental Sister (Maxillofacial)	No Level 5	
4	No Level 4	Dental Nurse (Maxillofacial)	Dental Technician	No Level 4
3	No Level 2			Dental Surgery Assistant
2	No Level 2			
1	No Level 1			

L	2. ORTHODONTICS			
5	Orthodontist	No Level 5	No Level 5	No Level 5
4	No Level 4	Dental Nurse (Orthodontics)	Dental Technologist	No Level 4
3	No Level 3			Dental Surgery Assistant
2	No Level 2			
1	No Level 1			

L	3. PEDODONTICS		
5	Pedodontist	Dentist	No Level 5
4	No Level 4		Dental Nurse
3	No Level 3		
2	No Level 2		
1	No Level 1		

L	4. PERIODONTICS		
5	Periodontist	Dentist	No Level 5
4	No Level 4		Dental Nurse
3	No Level 3		
2	No Level 2		
1	No Level 1		

E. SUPPORT

L	1. MEDICAL RECORD	2. CATERING
5	No Level 5	No Level 5
4	No Level 4	Catering Officer
3	Medical Record Clerk	No Level 3
2	No Level 2	
1	No Level 1	

LIST OF JOB TITLES

JOB TITLE

LEVEL 5

1. Anesthetist
2. Aviation Medicine Physician
3. Cardiologist
4. Cardiothoracic Surgeon
5. Dermatologist
6. Emergency Medicine Doctor
7. Endocrinologist
8. Endocrine Surgeon
9. Family Physician
10. Gastroenterologist
11. Surgeon
12. Geriatrician
13. Hand Surgeon
14. Hepatobiliary Physician
15. Hepatobiliary Surgeon
16. Hyperbaric Medicine Doctor
17. Infectious Disease Physician
18. Intensive Care Physician
19. Internal Medicine Physician
20. Nephrologist
21. Urologist
22. Neurologist
23. Neuro Surgeon

24. Obstetrician and Gynecologist
25. Occupational Physician
26. Oncologist
27. Oncology Surgeon
28. Ophthalmologist
29. Ophthalmology Surgeon
30. Orthopaedic Surgeon
31. Otolaryngologist
32. Pathologist
33. Pediatrician
34. Pediatric Surgeon
35. Plastic Surgeon
36. Podiatrist
37. Psychiatrist
38. Radiologist
39. Rehabilitation Physician
40. Respiratory Physician
41. Rheumatologist
42. Vascular Surgeon
43. Public Health Physician
44. Medical Doctor
45. Maxillofacial Surgeon
46. Orthodontist
47. Pedodontist
48. Periodontist
49. Dentist
50. Sister (Anesthetist)
51. Sister (Cardiology)
52. Sister (Cardiothoracic)
53. Sister (Dermatology)
54. Sister (Endocrinology)
55. Sister (Gastroenterology)
56. Sister (Operating Theatre)
57. Sister (Geriatric)
58. Sister (Infectious Disease)
59. Sister (ICU)
60. Sister (Nephrology)
61. Sister (Urology)

62. Sister (Nuclear Medicine)
63. Sister (Midwifery)
64. Sister (Oncology)
65. Sister (Ophthalmology)
66. Sister (Orthopedic)
67. Sister (Otolaryngology)
68. Sister (Pediatrics)
69. Sister (Podiatry)
70. Sister (Psychiatry)
71. Sister (Public Health)
72. Sister (Radiology)
73. Sister (Rehabilitation)
74. Sister
75. Dental Sister (Maxillofacial)
76. Audiologist
77. Medical Scientist
78. Medical Laboratory Manager
79. Nutritionist
80. Dietitian
81. Optometrist
82. Pharmacist
83. Physicist
84. Psychologist
85. Environmental Health Officer

LEVEL 4

1. Nurse (Anesthetist)
2. Nurse (Cardiology)
3. Nurse (Cardiothoracic)
4. Nurse (Dermatology)
5. Nurse (Endocrinology)
6. Nurse (Gastroenterology)
7. Nurse (Operating Theatre)
8. Nurse (Geriatric)
9. Nurse (Infectious Disease)
10. Nurse (ICU)
11. Nurse (Nephrology)

12. Nurse (Urology)
13. Nurse (Nuclear Medicine)
14. Nurse (Oncology)
15. Nurse (Midwifery)
16. Nurse (Ophthalmology)
17. Nurse (Orthopedic)
18. Nurse (Otolaryngology)
19. Nurse (Pediatrics)
20. Nurse (Podiatry)
21. Nurse (Psychiatry)
22. Nurse (Public Health)
23. Nurse (Radiology)
24. Nurse (Rehabilitation)
25. Nurse
26. Medical Assistant (Hyperbaric)
27. Medical Assistant
28. Dental Nurse (Maxillofacial)
29. Dental Nurse (Orthodontics)
30. Dental Nurse
31. Audiometrist
32. Speech Therapist
33. Biomedical Equipment Technician
34. Chiropractor
35. Dlysis Technician
36. ECG Technician
37. Kinesiotherapist
38. Medical Laboratory Technologist
39. Nuclear Medicine Technologist
40. Occupational Therapist
41. Assistant Pharmacist
42. Phlebotomist
43. Physiotherapist
44. Radiation Therapist
45. Radiographer
46. Respiratory Therapist
47. Athletic Trainer
48. Cardiology Technologist

49. Ultrasound Technologist
50. Dental Technologist
51. Assistant Environmental Health Officer
52. Catering Officer

LEVEL 3

1. Assistant Nurse (Community)
2. Assistant Nurse (Midwifery)
3. Dental Surgery Assistant
4. Ambulance Operator
5. Public Health Assistant
6. Medical Record Clerk

LEVEL 2

1. Health Attendant

Note:

Nurse – A three year course or training for nurses is a basic course for a nurse. A nurse has to be registered with the board of nurses (regulatory body) and after she has registered then only she can work as a trained nurse in hospitals, clinics and other health care institutions.

Nurse (Post Basic) – A nurse has to undergo training related to particular department or specialist clinic for a period of not more than a year in a specific field before he/she can work in the particular department or specialist clinic.

Occupational Definition

MEDICINE AND SURGERY

LEVEL 1

-

LEVEL 2

HEALTH ATTENDANT

LEVEL 3

**ASSISTANT NURSE (MIDWIFERY)
AMBULANCE OPERATOR**

LEVEL 4

**NURSE (ANESTHETIST)
NURSE (CARDIOLOGY)
NURSE (DERMATOLOGY)
NURSE (EMERGENCY)
NURSE (ENDOCRINOLOGY)
NURSE (OPERATING THEATRE)
NURSE (GERIATRIC)
NURSE (INFECTION CONTROL)
NURSE (ICU)**

MEDICINE AND SURGERY

LEVEL 4

NURSE (NEPHROLOGY)

NURSE (OBSTETRICS AND GYNECOLOGY)

NURSE (OCCUPATIONAL HEALTH)

NURSE (ONCOLOGY)

NURSE (OPHTHALMOLOGY)

NURSE (ORTHOPEDIC)

NURSE (OTOLARYNGOLOGY)

NURSE (FORENSIC)

NURSE (PEDIATRIC)

NURSE (NEONATOLOGY)

NURSE (PLASTIC SURGERY)

NURSE (PSYCHIATRY)

NURSE (RADIOLOGY)

NURSE (RESPIRATORY)

NURSE

MEDICAL ASSISTANT (HYPERBARIC)

MEDICAL ASSISTANT

MEDICINE AND SURGERY

LEVEL 5

ANESTHETIST
AVIATION MEDICINE PHYSICIAN
CARDIOLOGIST
CARDIOTHORACIC SURGEON
DERMATOLOGIST
EMERGENCY MEDICINE DOCTOR
ENDOCRINOLOGIST
ENDOCRINE SURGEON
FAMILY PHYSICIAN
GASTROENTEROLOGIST
SURGEON
GERIATRICIAN
HAND SURGEON
HEPATOBIILIARY PHYSICIAN
HEPATOBIILIARY SURGEON
HYPERBARIC MEDICINE DOCTOR
INFECTIOUS DISEASE PHYSICIAN
INTENSIVE CARE MEDICINE DOCTOR
INTERNAL MEDICINE DOCTOR
NEPHROLOGIST
UROLOGIST
NEUROLOGIST
NEURO SURGEON

MEDICINE AND SURGERY

LEVEL 5

**NUCLEAR MEDICINE DOCTOR
OBSTETRICIAN AND GYNECOLOGIST
OCCUPATIONAL PHYSICIAN
ONCOLOGIST
ONCOLOGY SURGEON
OPHTHALMOLOGIST
OPHTHALMOLOGY SURGEON
ORTHOPAEDIC SURGEON
OTOLARYNGOLOGIST
PATHOLOGIST
PEDIATRICIAN
PEDIATRIC SURGEON
PLASTIC SURGEON
PODIATRIST
PSYCHIATRIST
RADIOLOGIST
PHYSIATRIST
RESPIRATORY MEDICINE DOCTOR
RHEUMATOLOGIST
VASCULAR SURGEON
MEDICAL OFFICER (DOCTOR OF MEDICINE)
SISTER (ANESTHETIST)
SISTER (CARDIOLOGY)
SISTER (DERMATOLOGY)**

MEDICINE AND SURGERY

LEVEL 5

SISTER (EMERGENCY)
SISTER (ENDOCRINOLOGY)
SISTER (OPERATING THEATRE)
SISTER (GERIATRIC)
SISTER (INFECTION DISEASE)
SISTER (INTENSIVE CARE UNIT)
SISTER (NEPHROLOGY)
SISTER (OBSTETRICS AND GYNECOLOGY)
SISTER (OCCUPATIONAL HEALTH)
SISTER (ONCOLOGY)
SISTER (OPHTALMOLOGY)
SISTER (ORTHOPEDIC)
SISTER (OTOLARYNGOLOGY)
SISTER (FORENSIC)
SISTER (PEDIATRICS)
SISTER (PLASTIC SURGERY)
SISTER (PSYCHIATRY)
SISTER (RADIOLOGY)
SISTER (RESPIRATORY)
SISTER

Occupational Definition

MEDICINE AND SURGERY (GENERAL EMPLOYMENT)

Level 2

*O***ccupational definition for HEALTH ATTENDANT**

A Health Attendant is designated to perform various duties under the direction of medical doctor, nurse or medical assistant in prepare treatment room, inventory supplies and instruments and set up patient for attention of physician. Hand instruments and materials to physician as directed. Schedule appointments, keep medical records and perform secretarial duties.

In particular he/she:

- 1) Prepares treatment rooms for examination of patients.
- 2) Hands instruments and materials to physician.
- 3) Maintains medical records.
- 4) Inventories and orders medical supplies and materials.
- 5) Cleans and sterilizes instruments.
- 6) Contacts medical facility or department to schedule patients for tests.
- 7) Lifts and turns patients.

MEDICINE AND SURGERY (OBSTETRICS AND GYNECOLOGY)

Level 3

*O***ccupational definition for ASSISTANT NURSE (MIDWIFERY)**

An Assistant Nurse (Midwifery) is designated to provide total care for pregnant women, from prenatal visits through to labor and delivery.

In particular he/she:

- 1) Works in a variety of settings including, hospitals, health maintenance organizations, private practices, birth centers, clinics and etc.
- 2) Provides primary health care throughout the course of a woman's reproductive life.
- 3) Provides primary care to women of childbearing age including prenatal care, labor and delivery care, care after birth, gynecological exams, newborn care, assistance with family planning decisions, preconception care and menopausal management.
- 4) Counsels in health maintenance and disease prevention.
- 5) Provides holistic, continuous care, safe clinical management, education and in some cases, primary care for women's health needs.
- 6) Provides medical care and treatment to obstetrical patients under supervision of Obstetrician.
- 7) Participates in initial examination of obstetrical patient and is assigned responsibility for care, treatment and delivery of patient.
- 8) Examines patient during pregnancy, utilizing physical findings, laboratory test results and patient's statements to evaluate condition and ensure that patient's progress is normal.

- 9) Discusses case with Obstetrician to assure observation of specified practices.
- 10) Instructs patient in diet and prenatal health practices.
- 11) Delivers infant and performs postpartum examinations and treatments to ensure that patient and infant are responding normally.
- 12) When deviations from standard are encountered during pregnancy or delivery, administers stipulated emergency measures and arranges for immediate contact of Obstetrician.
- 13) Visits patient during postpartum period in hospital and at home to instruct patient in care of self and infant and examine patient.

MEDICINE AND SURGERY (EMERGENCY MEDICINE)

Level 3

*O***ccupational definition for AMBULANCE OPERATOR**

An Ambulance Operator is designated to drive ambulance to transport sick, injured or convalescent persons.

In particular he/she:

- 1) Places patients on stretcher and loads stretcher into ambulance.
- 2) Takes sick or injured persons to hospital or convalescents to destination, using knowledge and skill in driving to avoid sudden motions detrimental to patients.
- 3) Changes soiled linen on stretcher.
- 4) Replaces supplies and disposable items on ambulance.
- 5) Changes equipment to maintain sanitary conditions.
- 6) Administers first aid as needed, such as bandaging, splinting and administering oxygen.
- 7) Shackles violent patients.
- 8) Reports facts concerning accident or emergency to hospital personnel or law enforcement officials.

MEDICINE AND SURGERY (ANESTHESIOLOGY)

Level 4

*O***ccupational definition for NURSE (ANESTHETIST)**

A Nurse (Anesthetist) is designated to administer local, inhalation, intravenous, and other anesthetics prescribed by Anesthesiologist to induce total or partial loss of sensation or consciousness in patients during surgery, deliveries or other medical and dental procedures.

In particular he/she:

- 1) Fits mask to patient's face, turns dials and sets gauges of equipment to regulate flow of oxygen and gases to administer anesthetic by inhalation method, according to prescribed medical standards.
- 2) Prepares prescribed solutions and administers local, intravenous, spinal, or other anesthetic, following specified methods and procedures.
- 3) Notes patient's skin color and dilation of pupils and observes video screen and digital display of computerized equipment to monitor patient's vital signs during anesthesia.
- 4) Initiates remedial measures to prevent surgical shock or other adverse conditions. Informs physician of patient's condition during anesthesia.
- 5) Prepares patients for and assists with examinations.

MEDICINE AND SURGERY (CARDIOLOGY)

Level 4

*O***ccupational definition for NURSE (CARDIOLOGY)**

A Nurse (Cardiology) is designated to work with patients and the families of patients who suffer from heart disease.

In particular he/she:

- 1) Provides care to patients who have undergone bypass, angioplasty or pacemaker surgery.
- 2) Assists with cardiac drug monitoring.
- 3) Records patient's medical information and vital signs.
- 4) Prepares patients for and assists with examinations.
- 5) Orders, interprets and evaluates diagnostic tests to identify and assess patient's condition.
- 6) Informs physician of patient's condition.
- 7) Advises and consults with specified personnel concerning necessary precautions to be taken to prevent possible contamination or infection.
- 8) Meets the need for education and support of patients with coronary heart disease who are making lifestyle changes to prevent worsening of the disease.
- 9) Monitors patients during physical workouts to prevent overexertion and/or injury.

MEDICINE AND SURGERY (DERMATOLOGY)

Level 4

*O***ccupational definition for NURSE (DERMATOLOGY)**

A Nurse (Dermatology) is designated to provide education and care for patients undergoing investigation for and treatment of, wounds and diseases of the skin.

In particular he/she:

- 1) Treats diseases of human skin.
- 2) Examines skin to determine nature of disease.
- 3) Taking blood samples and smears from affected areas and performing other laboratory procedures.
- 4) Assists Dermatologist to examine specimens under microscope.
- 5) Assists Dermatologist to make various chemical and biological analyses.
- 6) Assists Dermatologist to perform other tests to identify disease-causing organisms or pathological conditions.
- 7) Assists Dermatologist to treat abscesses, skin injuries and other skin infections and surgically excises cutaneous malignancies, cysts, birthmarks and other growths.
- 8) Assists Dermatologist to treat scars, using dermabrasion.

MEDICINE AND SURGERY (EMERGENCY MEDICINE)

Level 4

*O***ccupational definition for NURSE (EMERGENCY)**

A Nurse (Emergency) is designated to provide care for patients in the critical or emergency phase of an illness or trauma and must be able to recognize life-threatening problems and rapidly arrange necessary care.

In particular he/she:

- 1) Assess and treats patients, particularly during the initial phase of acute illness and trauma.
- 2) Tackles diverse tasks with professionalism, efficiency and caring.
- 3) Provides quality patient care for people of all ages, emergency nurses must possess both general and specific knowledge about health care to provide quality patient care for people of all ages.
- 4) Ready to treat a wide variety of illnesses or injury situations, ranging from a sore throat to a heart attack.
- 5) Cares for patients and families in hospital emergency departments, ambulances, helicopters, urgent care centers, cruise ships, sports arenas, industry, government and anywhere someone may have a medical emergency or where medical advances or injury prevention is a concern.
- 6) Provides education to the public through programs to promote wellness and prevent injuries.
- 7) Prepares to provide patient care for almost any situation they may encounter.

MEDICINE AND SURGERY (ENDOCRINOLOGY)

Level 4

*O***ccupational definition for NURSE (ENDOCRINOLOGY)**

A Nurse (Endocrinology) is designated to provide care and support to patients and their families relating to diseases of the endocrine system, the various glands that secrete directly into the blood or lymph.

In particular he/she:

- 1) Assists patients and the families of patients dealing with problems of physical growth, diabetes, obesity and other disorders of the endocrine glands.
- 2) Anticipates complications and helps to prevent their development.
- 3) Focuses on the mental and physical aspect of health and illness.
- 4) Promotes health promotion, disease prevention and helping with management of physical and mental disabilities.
- 5) Diagnoses acute and chronic problems; ear, nose and throat infections; asthma; development problems.
- 6) Discusses cases with physician.
- 7) Administers stipulated emergency measures and contacts obstetrician when deviations from standard are encountered during pregnancy or delivery.
- 8) Advises and consults with specified personnel concerning necessary precautions to be taken to prevent possible contamination or infection.
- 9) Conducts specified laboratory tests.

MEDICINE AND SURGERY

Level 4

*O*ccupational definition for NURSE (OPERATING THEATRE)

A Nurse (Operating Theatre) is designated to provide care and support to patients before, during and after surgery.

In particular he/she:

- 1) Responsible for maintaining a sterile environment in the operating room.
- 2) Monitoring the patient during surgery.
- 3) Coordinating care throughout the process.
- 4) Makes sure the Operating Room team provides the patient with the best care possible.
- 5) Attends to those who are being treated with pharmaceuticals (medications) to manage illness.
- 6) Manages the patient receiving local anesthesia.
- 7) Prevents of transmissible infections in the preoperative practice setting.
- 8) Selects and use of packaging systems for sterilization and use of the pneumatic tourniquet in the preoperative practice setting.

MEDICINE AND SURGERY (GERIATRIC)

Level 4

*O***ccupational definition for NURSE (GERIATRIC)**

A Nurse (Geriatric) is designated to take care of older adults whether working in the hospital or in a Long-Term Care facility.

In particular he/she:

- 1) Have extensive knowledge about the special care needed in rehabilitating and maintaining the mental and physical health of the elderly.
- 2) Diagnoses and manages acute and chronic diseases.
- 3) Takes a holistic approach to meet the medical, psychosocial and functional needs of older patients.
- 4) Cares for the physical and psychosocial needs of older adults.
- 5) Focuses on maximizing their functional abilities.
- 6) Promotes, maintains and restores their physical and mental health.

MEDICINE AND SURGERY (INFECTIOUS DISEASE)

Level 4

*O***ccupational definition for NURSE (INFECTION CONTROL)**

A Nurse (Infection Control) is designated to direct and coordinates infection control program in hospital.

In particular he/she:

- 1) Identifies and controls infections that occur in the community or in a hospital setting.
- 2) Compares laboratory reports with communicable diseases list to identify conditions that require infection control procedures.
- 3) Advises and consults with physicians, nurses and hospital personnel concerning precautions to be taken to protect patients, staff and other persons from possible contamination or infection.
- 4) Investigates infection control problems and arranges for follow-up care for persons exposed to infection or disease.
- 5) Instructs hospital personnel in universal and specific infection control procedures.
- 6) Collects data and instigate infection control and prevention measures.
- 7) The planning, implementation and evaluation of infection prevention and control measures.
- 8) Works with childhood infections, STDs, HIV, TB and infections that occur during hospitalization.
- 9) Educates individuals about infection risk, prevention and control.

- 10) Develops and revises the infection control policies and procedures.
- 11) Investigates the suspected outbreaks of infection.
- 12) Provides and consults on infection risk assessment, prevention and control strategies.
- 13) Collects and analyses the infection-control data.
- 14) Educates individuals on how to prevent the spread of disease and help those infected cope with the physical, social and psychological aspects of their disease and to minimize pain and maximize independence.
- 15) Educates and supports loved ones and family members of those infected with the disease.

MEDICINE AND SURGERY (INTENSIVE CARE MEDICINE)

Level 4

*O***ccupational definition for NURSE (INTENSIVE CARE UNIT)**

A Nurse (Intensive Care Unit) is designated to take care for acutely and critically ill patients of all ages and diagnoses. Care involves complex assessment and high intensity interventions, often involving sophisticated technology.

In particular he/she:

- 1) Attends to the psychosocial and emotional needs of patients, their families and significant others.
- 2) Practices in settings where patients require complex assessment, high intensity therapies and interventions and continuous nursing vigilance.
- 3) Provides care to patients and families and create environments that are healing, humane and caring.
- 4) Works in a wide variety of settings, filling a variety of roles.
- 5) Responsible for the identification and intervention of clinical problems and in the management of those problems to improve care for patients and families.
- 6) Provides direct patient care, including assessing, diagnosing, planning and prescribing pharmacologic and non-pharmacologic treatment of health problems.
- 7) Focuses on making clinical decisions related to complex patient care problems encountered in the acute-care setting.

MEDICINE AND SURGERY (NEPHROLOGY)

Level 4

*O***ccupational definition for NURSE (NEPHROLOGY)**

A Nurse (Nephrology) is designated to care for patients of all ages who are experiencing, or are at risk for, kidney disease.

In particular he/she:

- 1) Provides expert nursing care to individuals with varying degrees of renal impairment.
- 2) Assess the healthcare needs of individuals, families, groups and communities.
- 3) Uses the nursing process to diagnose, plan, implement and manage care as well as to evaluate the outcomes of that care.
- 4) Focuses on care that promotes health and prevents renal disease and disability.
- 5) Assists patients and families with modality choices (including hemodialysis, PD, transplant and conservative management).
- 6) Supports the palliative care needs of patients and their families.
- 7) Provides and coordinates care for complex patient, family and community populations.
- 8) Manages acute and chronic renal disease in a variety of healthcare settings.
- 9) Contributes to the generation of the knowledge base for nursing and specifically nephrology nursing.

MEDICINE AND SURGERY (OBSTETRICS AND GYNECOLOGY)

Level 4

*O***ccupational definition for NURSE (OBSTETRIC & GYNECOLOGY)**

A Nurse (Gynecology & Obstetric) is designated to work within acute and ambulatory care settings and may specialize in maternity nursing, maternity-newborn nursing or neonatal nursing.

In particular he/she:

- 1) Provides care and support to women and their families before, during and after childbirth.
- 2) Educates mothers about natural childbirth techniques and pre-natal health.
- 3) Provides comfort during delivery.
- 4) Teaches mothers about mother-child bonding after the baby has been born.
- 5) Provides education and support for these families in order to try and minimize this stress.
- 6) Addresses both psychosocial and physiological difficulties that may arise both before and after a child is born.
- 7) Provides care, support and education for female reproductive health, from a woman's first menstrual cycle through menopause.

MEDICINE AND SURGERY (OCCUPATIONAL MEDICINE)

Level 4

*O***ccupational definition for NURSE (OCCUPATIONAL HEALTH)**

A Nurse (Occupational Health) is designated to provide nursing service and first aid to employees or persons who become ill or injured on premises of department store, industrial plant or other establishment.

In particular he/she:

- 1) Takes patient's vital signs, treats wounds, evaluates physical condition of patient and contacts physician and hospital to arrange for further medical treatment, when needed.
- 2) Maintains record of persons treated and prepares accident reports and insurance forms.
- 3) Develops employee programs, such as health education, accident prevention, alcohol abuse counseling, curtailment of smoking and weight control regimens.
- 4) Assists physician in physical examination of new employees.
- 5) Provides on-the-job health care for the workforce, striving to ensure workers health, safety and productivity.
- 6) Manages workers compensation records.
- 7) Assists in meeting the requirements of the Occupational Safety and Health Act (OSHA).
- 8) Conducts environmental surveillance for health hazards.
- 9) Provides direct nursing care to employees.

- 10) Promotes health education and counseling employees. Teaches patients and share stories concerning healthcare.
- 11) Provides first aid treatment, CPR, use of automated external defibrillators, medications and health risk assessment involving cholesterol levels, diet and exercise.
- 12) Participates in health fairs, blood donations, mammogram programs, lectures, smoking cessation classes and other disease prevention programs.

MEDICINE AND SURGERY (ONCOLOGY)

Level 4

*O***ccupational definition for NURSE (ONCOLOGY)**

A Nurse (Oncology) is designated to administer chemotherapy and managing symptoms related to cancer illnesses.

In particular he/she:

- 1) Provides care and support for patients diagnosed with cancer.
- 2) Works primarily in hospitals to provide and supervise care for cancer patients who are either chronically or critically ill.
- 3) Monitors patients physical conditions, prescribe medication and formulate symptom management strategies.
- 4) Cares for patients with the diagnosis of cancer in various settings.
- 5) Utilizes an empathic and caring approach to patients whose diagnosis and treatment are often painful and life-threatening.
- 6) Administers chemotherapy, conducts patient teaching and manages illness and treatment-related symptoms.
- 7) Functions as a coordinator of care, collaborating with other cancer care providers and team members to provide required care as effectively as possible.
- 8) As a coordinator, to work expertly with the multidisciplinary oncology team to achieve realistic healthcare goals for an individual or for an entire community.

MEDICINE AND SURGERY (OPHTHALMOLOGY)

Level 4

*O***ccupational definition for NURSE (OPHTHALMOLOGY)**

A Nurse (Ophthalmology) is designated to provide care and support for patients diagnosed with disorders of the eyes, including blindness, glaucoma.

In particular he/she:

- 1) Provides care to persons with disorders of the eyes including blindness or visual impairment.
- 2) Functions range from patient teaching to assistance in surgery.
- 3) Knowledgeable about the effect of ophthalmic disorders on the body as well as the emotions of patients who often must adapt to blindness or visual impairment may make pre and post-operative home visits.
- 4) Patients care and a good relationship with patients.
- 5) Ensures the organization complies with the medical regulations related with ophthalmology practice.

MEDICINE AND SURGERY (ORTHOPEDIC SURGERY)

Level 4

*O***ccupational definition for NURSE (ORTHOPEDIC)**

A Nurse (Orthopedic) is designated to provide care and support for patients with Arthritis, joint replacement, diabetes, fractures, musculoskeletal injuries and congenital malformations.

In particular he/she:

- 1) Cares for the actual and potential health problems related to musculoskeletal function.
- 2) Relies on a holistic approach in their assessment of the impact of musculoskeletal conditions on self-care, patient management of the environment, available patient resources and support systems.
- 3) Works in hospital settings in either dedicated orthopedic units or in the operating room.
- 4) Acquires physical stamina, people skills, teamwork and flexibility.
- 5) Educates the patients and the families about self-care and available support systems.

MEDICINE AND SURGERY (OTOLARYNGOLOGY (ENT))

Level 4

*O***ccupational definition for NURSE (OTOLARYNGOLOGY)**

A Nurse (Otolaryngology) is designated to provide care and support to patients undergoing medical and surgical procedures concerning the ears, the nose and the throat and other structures of the head, and neck.

In particular he/she:

- 1) Records patient's medical information and vital signs.
- 2) Prepares patients for and assists with examinations.
- 3) Orders, interprets and evaluates diagnostic tests to identify and assess patient's condition.
- 4) Prepares rooms, sterile instruments, equipment and supplies and hands items to surgeon.
- 5) Discusses cases with physician.

MEDICINE AND SURGERY (PATHOLOGY)

Level 4

*O***ccupational definition for NURSE (FORENSIC)**

A Nurse (Forensic) is designated to work with law enforcement officials to aid in the investigation of crimes such as sexual assault, accidental death, abuse and assault. The specialty includes death investigators, correctional nurses, domestic violence specialists and sexual assault nurse examiners.

In particular he/she:

- 1) Works with law enforcement officials as well as perpetrators and victims of crime.
- 2) Collection of clinical evidence, determination of origin or circumstances of trauma, evaluation and alleviation of crime victims injuries and rehabilitation of criminals.
- 3) Treats the victims of these crimes such as sexual assault, accidental death, abuse and assault.
- 4) Works in correctional facilities, community health centers, psychiatric facilities, public health departments and law firms.
- 5) Takes extra careful while working with violent offenders.

MEDICINE AND SURGERY (PEDIATRICS)

Level 4

*O***ccupational definition for NURSE (PEDIATRIC)**

A Nurse (Pediatric) is designated to provide health care and treatment of young patients ranging in age from infancy to late teens.

In particular he/she:

- 1) Works with pediatricians and other health care providers to promote and advance children's health care.
- 2) Provides comprehensive care to children, adolescents and their families in various settings.
- 3) Responds to the physical and psychosocial aspects of health and illness.
- 4) Concerns for health promotion and disease prevention.
- 5) Manages physical and mental disabilities.
- 6) Response to acute and chronic problems such as upper and lower respiratory infections; ear, nose and throat infections; asthma; growth and development problems.
- 7) Acquires people skills, empathy, loves of children, flexibility and stress management.

MEDICINE AND SURGERY (PEDIATRICS)

Level 4

*O***ccupational definition for NURSE (NEONATOLOGY)**

A Nurse (Neonatology) is designated to provide health care and treatment of newborn babies (the first 28 days of life).

In particular he/she:

- 1) Provides care and support for very sick or premature newborn babies (the first 28 days of life) and their families.
- 2) Works in neonatal intensive care units taking care of acutely ill neonates and premature infants or works in mother-baby or newborn nurseries taking care of healthy newborns.
- 3) Gives care or special care nursery where the baby may be born prematurely or may be suffering from an illness; these babies may need supplemental oxygen, intravenous therapy, specialized feedings, or more time to mature before discharge.
- 4) Provides the direct patient care to premature or sick term infants who require high technology care, such as ventilators, special equipment or incubators or surgery.
- 5) Uses medications, intravenous lines, cardiopulmonary resuscitation, and other knowledge needed for direct patient care.

MEDICINE AND SURGERY (PLASTIC SURGERY)

Level 4

*O*ccupational definition for **NURSE (PLASTIC SURGERY)**

A Nurse (Plastic Surgery) is designated to take care for patients undergoing cosmetic procedures to correct aesthetic abnormalities or perceived abnormalities. These procedures range from small and elective, such as dermabrasion, to more complicated procedures necessary for a patient's physical and psychological well-being, such as facial reconstruction after an accident or breast replacement after a mastectomy and everything in between.

In particular he/she:

- 1) Cares for patients undergoing cosmetic and maxillofacial surgery, laser and microsurgery and non-surgical treatments to correct aesthetic problems.
- 2) Diagnoses skin lesions and tumors, congenital deformities, facial fractures, burns, ulcers, varicose veins, reconstruction after cancer surgery.
- 3) Hands-on patient care, treatment and teaching; perioperative and postoperative care, patient joy and gratitude.
- 4) Acquires effective communication skills, sensitivity to client's needs, and positive attitude.
- 5) Trouble shoots problems and crises.
- 6) Anticipates complications and helps to prevent their development.
- 7) Views the individual, family or group within the context of a whole system.

MEDICINE AND SURGERY (PSYCHIATRY)

Level 4

*O***ccupational definition for NURSE (PSYCHIATRY)**

A Nurse (Psychiatry) is designated to give aid and support the mental health of patients with acute or chronic psychiatric needs.

In particular he/she:

- 1) Assesses mental health needs, develop diagnoses and plan, implement and evaluate nursing care.
- 2) Promotes and fosters health, assess dysfunction, assist clients to regain or improve their coping abilities and prevent further disability.
- 3) Focuses on psychiatric-mental health clients and include health promotion, preventive management of a therapeutic environment; assisting client with self-care activities.
- 4) Administers and monitoring psychobiological treatment regimens; health teaching; including psychoeducation; crisis intervention and counseling and case management.
- 5) Assesses, diagnoses and treats psychiatric disorders and potential mental health problems.

MEDICINE AND SURGERY (RADIOLOGY)

Level 4

*O***ccupational definition for NURSE (RADIOLOGY)**

A Nurse (Radiology) is designated to provide care and support to patients undergoing diagnosis in radiation imaging environments, including ultrasonography, magnetic resonance, radiation oncology, ultrasound, nuclear medicine, computed tomography and x-ray.

In particular he/she:

- 1) Explains to patients of the special interventional procedures in medical imaging departments.
- 2) Works in concert with the technologist and the radiologist or cardiologist to ensure positive outcomes.
- 3) Identifies potential problems that sometimes result in delay or cancellation of a procedure.
- 4) Educates patients and their families and meet special needs.
- 5) Serves as liaisons between departments to alleviate conflicts of interest and increased tension and ensure patient safety.
- 6) Maintains patient safety, identify potential problems and anticipate patients needs.

MEDICINE AND SURGERY (RESPIRATORY MEDICINE)

Level 4

*O***ccupational definition for NURSE (RESPIRATORY)**

A Nurse (Respiratory) is designated to work with patients who suffer from diseases that affect the lungs, including tuberculosis, asthma and cystic fibrosis, and also work with patients who are slow to be weaned off ventilators.

In particular he/she:

- 1) Assists with pain management from diseases like lung cancer and emphysema.
- 2) Works in the hospital or with patients in the home.
- 3) Promotes pulmonary health for individuals, families and communities, and cares for persons with pulmonary dysfunction throughout the lifespan.
- 4) Abilities to discuss smoking cessation techniques.
- 5) Abilities to administer and teach pharmacologic interventions.

MEDICINE AND SURGERY

Level 4

*O*ccupational definition for NURSE

A Nurse is designated to administer nursing care to ill or injured persons, include administrative, public health, industrial, private duty and surgical nurses.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Prepares patients for and assists with examinations.
- 6) Orders, interprets and evaluates diagnostic tests to identify and assess patient's condition.
- 7) Prepares rooms, sterile instruments, equipment and supplies and hands items to surgeon.
- 8) Prescribes or recommends drugs or other forms of treatment, such as physical therapy, inhalation therapy or related therapeutic procedures.
- 9) Contracts independently to render nursing care, usually to one patient, in hospital or private home.
- 10) Provides prenatal and postnatal care to obstetrical patients under supervision of obstetrician.

- 11) Discusses cases with physician or obstetrician.
- 12) Informs physician of patient's condition during anesthesia.
- 13) Administers stipulated emergency measures and contacts obstetrician when deviations from standard are encountered during pregnancy or delivery.
- 14) Advises and consults with specified personnel concerning necessary precautions to be taken to prevent possible contamination or infection.

MEDICINE AND SURGERY (HYPERBARIC MEDICINE)

Level 4

*O***ccupational definition for MEDICAL ASSISTANT (HYPERBARIC)**

A Medical Assistant (Hyperbaric) is designated to perform various duties under the direction of Aviation Medicine Physician in examination and treatment of patients.

In particular he/she:

- 1) Prepares treatment rooms for examination of patients.
- 2) Hands instruments and materials to physician.
- 3) Schedules appointments.
- 4) Maintains medical records.
- 5) Interviews patients, measures vital signs, weight and height and records information.
- 6) Inventories and orders medical supplies and materials.
- 7) Prepares and operates chamber.
- 8) Controls pressure and parameters in accordance to requirement.
- 9) Controls graph in accordance to instruction.
- 10) Ensures patient's safety while in chamber.
- 11) Controls oxygen's concentration.
- 12) Observes vital signs.

MEDICINE AND SURGERY

Level 4

*O*ccupational definition for MEDICAL ASSISTANT

A Medical Assistant is designated to performs various duties under the direction of physician in examination and treatment of patients.

In particular he/she:

- 1) Prepares treatment rooms for examination of patients.
- 2) Hands instruments and materials to physician.
- 3) Schedules appointments.
- 4) Maintains medical records.
- 5) Interviews patients, measures vital signs, weight and height and records information.
- 6) Inventories and orders medical supplies and materials.
- 7) Cleans and sterilizes instruments.
- 8) Contacts medical facility or department to schedule patients for tests.
- 9) Computes and mails monthly statements to patients and records transactions.
- 10) Lifts and turns patients.
- 11) Completes insurance forms.
- 12) Gives physiotherapy treatments, such as diathermy, galvanics and hydrotherapy.
- 13) Operates x-ray, electrocardiograph (EKG) and other equipment to administer routine diagnostic tests.
- 14) Receives payment for bills.
- 15) Gives injections or treatments to patients.

MEDICINE AND SURGERY (ANESTHESIOLOGY)

Level 5

*O***ccupational definition for ANESTHETIST**

A Anesthetist is designated to administer anesthetics during surgery or other medical procedures.

In particular he/she:

- 1) Administers anesthetic or sedation during medical procedures, using local, intravenous, spinal or caudal methods.
- 2) Monitors patient before, during and after anesthesia and counteracts adverse reactions or complications.
- 3) Examines patient to determine risk during surgical, obstetrical and other medical procedures.
- 4) Confers with medical professional to determine type and method of anesthetic or sedation to render patient insensible to pain.
- 5) Records type and amount of anesthesia and patient condition throughout procedure.
- 6) Positions patient on operating table to maximize patient comfort and surgical accessibility.
- 7) Informs staff of types and methods of anesthesia administration, signs of complications and emergency methods to counteract reactions.

MEDICINE AND SURGERY (AVIATION MEDICINE)

Level 5

*O***ccupational definition for AVIATION MEDICINE PHYSICIAN**

An Aviation Medicine Physician is designated to give the medical treatment and certification of aviation personnel e.g. pilots, air crew members and air traffic controllers.

In particular he/she:

- 1) Treats aviation crews such as pilots, air traffic controllers, air crews.
- 2) Provides medical consultation/advice as part of an investigation board into an aviation mishap.
- 3) Gives routine medical exams to aviators.
- 4) Examines or conducts tests on patient to provide information on medical condition.
- 5) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 6) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 7) Refers patient to medical specialist or other practitioner when necessary.

MEDICINE AND SURGERY (CARDIOLOGY)

Level 5

*O*ccupational definition for **CARDIOLOGIST**

A Cardiologist is designated to diagnoses and treats diseases of heart and its functions.

In particular he/she:

- 1) Examines patient for symptoms indicative of heart disorders, using medical instruments and equipment.
- 2) Studies diagnostic images and electrocardiograph recordings to aid in making diagnoses.
- 3) Prescribes medications and recommends dietary and activity program, as indicated.
- 4) Refers patient to surgeon specializing in cardiac cases when need for corrective surgery is indicated.
- 5) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 6) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 7) Monitors patients, condition and progress and re-evaluates treatments as necessary.
- 8) Explains procedures and discusses test results on prescribed treatments with patients.
- 9) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 10) Refers patient to medical specialist or other practitioner when necessary.

MEDICINE AND SURGERY (CARDIOTHORACIC SURGERY)

Level 5

*O*ccupational definition for **CARDIOTHORACIC SURGEON**

A Cardiothoracic Surgeon is designated to perform surgery on the heart and/or great vessels. Frequently, it is done to treat complications of ischemic heart disease (for example, coronary artery bypass grafting), correct congenital heart disease, or treat vascular heart disease created by various causes including endocarditic.

In particular he/she:

- 1) Receives referral for surgical arrangement of operable cardiac cases.
- 2) Plans for treatment before, during and after surgery.
- 3) Operates on patient to correct deformities, repair injuries, prevent diseases or improve or restore patient's functions.
- 4) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure. Examines patient to provide information on medical condition and patient's surgical risk.
- 5) Examines patient to provide information on medical condition and patient's surgical risk.
- 6) Refers patient to medical specialist or other practitioners when necessary.
- 7) Conducts research to develop and test surgical techniques to improve operating procedures and outcomes.

- 8) Manages the clinic, ICU, CCU with other physician, surgeon and others.
- 9) Examines instruments, equipment and operating room to ensure sterility.
- 10) Directs and coordinates activities of nurses, assistants, specialists and other medical staff.

MEDICINE AND SURGERY (DERMATOLOGY)

Level 5

*O*ccupational definition for **DERMATOLOGIST**

A Dermatologist is designated to diagnose and treat diseases of human skin.

In particular he/she:

- 1) Examines skin to determine nature of disease, taking blood samples and smears from affected areas and performing other laboratory procedures.
- 2) Examines specimens under microscope and makes various chemical and biological analyses and performs other tests to identify disease-causing organisms or pathological conditions.
- 3) Prescribes and administers medications and applies superficial radiotherapy and other localized treatments.
- 4) Treats abscesses, skin injuries and other skin infections and surgically excises cutaneous malignancies, cysts, birthmarks and other growths.
- 5) Treats scars, using dermabrasion.
- 6) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 7) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 8) Explains procedures and discusses test results on prescribed treatments with patients.
- 9) Collects, records and maintains patient information, such as medical history, reports and examination results.

MEDICINE AND SURGERY (EMERGENCY MEDICINE)

Level 5

*O*ccupational definition for **EMERGENCY MEDICINE DOCTOR**

An Emergency Medicine Doctor is designated to handle emergency cases at Emergency Unit. He/she focuses on the immediate decision making and action necessary to prevent death or any further disability both in the pre-hospital setting by directing emergency medical technicians and in the emergency department.

In particular he/she:

- 1) Directs and coordinates activities of medical, nursing, technical, clerical, service and maintenance personnel of health care facility or mobile unit.
- 2) Organizes systematic referral to other units such as surgery, Gynea and other units after giving initial treatment.
- 3) Provides optimal therapy before moving to other units.
- 4) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure. Examines patient to provide information on medical condition and patient's surgical risk.
- 5) Establishes work schedules and assignments for staff, according to workload, space and equipment availability Refers patient to medical specialist or other practitioners when necessary.
- 6) Reviews and analyzes facility, activities and data to aid, planning and cash and risk management and to improve service utilization.
- 7) Consults with medical, business and community groups to discuss service problems, coordinate activities and plans and promote health programs.
- 8) Develops and maintains computerized records management system to store or process personnel, activity or personnel data.

MEDICINE AND SURGERY (ENDOCRINOLOGY)

Level 5

*O***ccupational definition for ENDOCRINOLOGIST**

An Endocrinologist is designated to treat disorders of the endocrine system, and focuses primarily on the organs whose primary function is hormone secretion. These organs include the pituitary gland, thyroid gland, adrenals, ovaries, testes and pancreas.

In particular he/she:

- 1) Diagnoses and evaluates a wide variety of symptoms and variations and the long-term management of disorders of deficiency or excess of one or more hormones.
- 2) Diagnoses and treats endocrine diseases by using laboratory tests.
- 3) Investigates diseases through excitation/stimulation or inhibition/suppression testing, which might involve injection with a stimulating agent to test the function of an endocrine organ.
- 4) Assesses typical patterns of physical development and abnormal test results as indicative of disease or not.
- 5) Diagnoses imaging of endocrine organs.
- 6) Cares for the person as well as the disease, because most endocrine disorders are chronic diseases that need life-long care.
- 7) Cares of diabetes, obesity and other chronic diseases necessitates understanding the patient at the personal and social level as well as the molecular and the physician-patient relationship can be an important therapeutic process.

MEDICINE AND SURGERY (ENDOCRINE SURGERY)

Level 5

*O***ccupational definition for ENDOCRINE SURGEON**

An Endocrine Surgeon is designated to diagnose treats and perform surgery to achieve a hormonal or anti-hormonal effect in the body.

In particular he/she:

- 1) Performs surgery and prescribe endocrine therapy of cancer.
- 2) Performs Radiotherapy, aimed at hormone-producing organs (e.g., ovaries), has been used to suppress hormone production in patients who were not considered to be surgical candidates.
- 3) Performs surgery for breast cancer.
- 4) Performs Ophorectomy.
- 5) Performs Adrenalectomy.

MEDICINE AND SURGERY (FAMILY MEDICINE)

Level 5

*O***ccupational definition for FAMILY PHYSICIAN**

A Family Physician is designated to provide comprehensive medical services for members of family, regardless of age or sex, on continuing basis.

In particular he/she:

- 1) Examines patients, using medical instruments and equipment.
- 2) Elicits and records information about patient's medical history.
- 3) Orders or executes various tests, analyses and diagnostic images to provide information on patient's condition.
- 4) Analyzes reports and findings of tests and examination and diagnoses condition of patient. Administers or prescribes treatments and medications.
- 5) Promotes health by advising patients concerning diet, hygiene and methods for prevention of disease. Inoculates and vaccinates patients to immunize patients from communicable diseases.
- 6) Provides prenatal care to pregnant women, delivers babies and provides postnatal care to mothers and infants.
- 7) Refers patients to medical specialist for consultant services when necessary for patient's well-being.
- 8) Examines or conducts tests on patient to provide information on medical condition.
- 9) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.

- 10) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 11) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 12) Explains procedures and discusses test results on prescribed treatments with patients.
- 13) Collects, records and maintains patient information, such as medical history, reports and examination results.

MEDICINE AND SURGERY (GASTROENTEROLOGY)

Level 5

*O*ccupational definition for **GASTROENTEROLOGIST**

A Gastroenterologist is designated to treat diseases of the digestive system (the esophagus, stomach, small and large intestine, liver, pancreas and gallbladder).

In particular he/she:

- 1) Performs Colonoscopy – An examination of the colon using a soft, flexible fiber-optic instrument to examine the entire colon lining and also performs biopsies and polyp removal.
- 2) Performs EGD (Upper Endoscopy) – This procedure uses a soft, flexible fiber-optic instrument to examine the esophagus, stomach and duodenum.
- 3) Performs Esophageal 24-hour pH Study uses a tiny flexible tube to measure the amount of acid that refluxes (comes up) from the stomach to the esophagus during a 24-hour period.
- 4) Performs Sigmoidoscopy uses a flexible, fiber-optic tube to examine limited portions of the lower colon.
- 5) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.

MEDICINE AND SURGERY (GENERAL SURGERY)

Level 5

*O***ccupational definition for SURGEON**

A Surgeon is designated to perform surgery to repair injuries, remove or repair diseased organs, bones or tissue, correct deformities or improve function in patients.

In particular he/she:

- 1) Operates on patient to correct deformities, repair injuries, prevent diseases or improve or restore patient's functions.
- 2) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure.
- 3) Examines patient to provide information on medical condition and patient's surgical risk.
- 4) Refers patient to medical specialist or other practitioners when necessary.
- 5) Conducts research to develop and test surgical techniques to improve operating procedures and outcomes.
- 6) Examines instruments, equipment and operating room to ensure sterility.
- 7) Directs and coordinates activities of nurses, assistants, specialists and other medical staff.

MEDICINE AND SURGERY (GERIATRIC)

Level 5

*O***ccupational definition for GERIATRICIAN**

A Geriatrician is designated to diagnose, provide treatment and prevention of illness in senior citizens.

In particular he/she:

- 1) Provides medication management, management of finances, home safety and modifications.
- 2) Provides an elderly patient will utilize a geriatric care when there is no family nearby.
- 3) Provides Home Health Aide Services are available for specific health care assistance.
- 4) Provides Monitoring vital signs.
- 5) Provides Non-sterile dressing changes.
- 6) Provides Ostomy & catheter care.
- 7) Provides ROM exercises/PT transfers.
- 8) Provides Personal grooming/bathing.
- 9) Provides Housekeeping/meal preparation.
- 10) Provides telehealth monitoring.

MEDICINE AND SURGERY (HAND SURGERY)

Level 5

*O***ccupational definition for HAND SURGEON**

A Hand Surgeon is designated to perform surgery to the hand, wrist and elbow. Hand surgeons do not just engage in surgery - they are the primary medical doctors to deal with these issues and often use non-surgical approaches.

In particular he/she:

- 1) Operates on patient to correct deformities, repair injuries, prevent diseases or improve or restore patient's functions especially hand injuries from industrial accidents, explosive wound and amputated hand following trauma.
- 2) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure.
- 3) Examines patient to provide information on medical condition and patient's surgical risk.
- 4) Refers patient to medical specialist or other practitioners when necessary.
- 5) Conducts research to develop and test surgical techniques to improve operating procedures and outcomes.
- 6) Examines instruments, equipment and operating room to ensure sterility.
- 7) Directs and coordinates activities of nurses, assistants, specialists and other medical staff.

MEDICINE AND SURGERY (HEPATOBIILIARY MEDICINE)

Level 5

*O*ccupational definition for HEPATOBIILIARY PHYSICIAN

A Hepatology or Hepatobiliary Physician is designated to diagnoses, treats and study of the liver, pancreas, gallbladder and biliary tree as well as management of their disorders and is traditionally considered a subspecialty.

In particular he/she:

- 1) Treats and evaluate referral from family physicians (i.e. GP) or by doctors from different disciplines due to:
 - a. Jaundice.
 - b. Gastrointestinal bleeding from portal hypertension related to liver damage.
 - c. Abnormal blood test suggesting liver disease.
 - d. Enzyme defects leading to bigger liver in children commonly named storage disease of liver.
 - e. Hepatitis virus positivity in blood, perhaps discovered on screening blood tests.
 - f. Ascites or swelling of abdomen from fluid accumulation, commonly due to liver disease but can be from other diseases like heart failure.
 - g. All patients with advanced liver disease e.g. cirrhosis should be under specialist care.
 - h. To undergo ERCP for diagnosing diseases of biliary tree or their management.
 - i. Fever with other features suggestive of infection involving

mentioned organs. Some exotic tropical diseases like hydatid cyst, kala-azar or schistosomiasis may be suspected. Microbiologists would be involved as well.

- j. Damage to liver from other toxins like drugs. Paracetamol overdose is common.
 - k. Systemic diseases affecting liver and biliary tree e.g. haemochromatosis.
 - l. Follow up of liver transplant.
 - m. Pancreatitis - commonly due to alcohol or gall stone.
-
- 2) Examines or conducts tests on patient to provide information on medical condition.
 - 3) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
 - 4) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
 - 5) Monitors patients condition and progress and re-evaluates treatments as necessary.

MEDICINE AND SURGERY (HEPATOBIILIARY SURGERY)

Level 5

***O*ccupational definition for HEPATOBIILIARY SURGEON**

A Hepatobiliary Surgeon is designated to diagnoses, treats provides surgical treatment for congenital and acquired diseases involving the liver, gallbladder, bile ducts, pancreas and associated structures. Diagnose and medical management, liver resection, chemoembolization, cryosurgery, RF ablation, alcohol injection, portasystemic shunting, TIPS, laparoscopic procedures, biliary bypass and percutaneous stenting as treatment options to liver transplantation.

In particular he/she:

- 1) Treats, evaluate and surgically managed referral from family physicians (i.e. GP) or by doctors from different disciplines as the following; Acute/Chronic Pancreatitis, Pancreatic Cysts/Pseudo cysts, Gallbladder Disease, Hepatitis, Hepatic Colorectal Metastases, Liver Cancer, Pancreatic Cancer, Liver Tumors and Cysts, Portal, Hypertension, Bile Duct Cancer and Strictures.
- 2) Operates on patient to correct deformities, repair injuries, prevent diseases or improve or restore patient's functions.
- 3) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure.
- 4) Examines patient to provide information on medical condition and patient's surgical risk.

- 5) Refers patient to medical specialist or other practitioners when necessary.
- 6) Conducts research to develop and test surgical techniques to improve operating procedures and outcomes.
- 7) Examines instruments, equipment and operating room to ensure sterility.
- 8) Directs and coordinates activities of nurses, assistants, specialists and other medical staff.

MEDICINE AND SURGERY (HYPERBARIC MEDICINE)

Level 5

*O*ccupational definition for **HYPERBARIC MEDICINE DOCTOR**

A Hyperbaric Medicine Doctor is also known as hyperbaric oxygen therapy (HBOT) doctor is designated to diagnoses and treats patient using oxygen at a higher than atmospheric pressure.

In particular he/she:

- 1) Treats and evaluate referel from family physicians (i.e. GP) or by doctors from different disciplines due to:
 - a. Air or gas embolism.
 - b. Carbon monoxide poisoning and smoke inhalation.
 - c. Clostridial myonecrosis (gas gangrene).
 - d. Crush injury, compartment syndrome and other acute traumatic ischemias.
 - e. Decompression sickness.
 - f. Enhancement of selected problem wounds.
 - g. Exceptional blood loss anemia.
 - h. Necrotizing soft tissue infections.
 - i. Chronic refractory osteomyelitis.
 - j. Radiation tissue damage (Osteoradionecrosis).
 - k. Skin grafts and flaps (compromised).
 - l. Thermal burns.
 - m. Adjunctive HBO in intracranial abscess.

- 2) Examines or conducts tests on patient to provide information on medical condition.
- 3) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 4) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 5) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 6) Explains procedures and discusses test results on prescribed treatments with patients.
- 7) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 8) Refers patient to medical specialist or other practitioner when necessary.

MEDICINE AND SURGERY (INFECTIOUS DISEASE)

Level 5

*O*ccupational definition for **INFECTIOUS DISEASE PHYSICIAN**

An Infectious Disease Physician is designated to treat disease resulting from the presence of pathogenic microbial agents, including viruses, bacteria, fungi, protozoa, multicellular parasites and aberrant proteins known as prions. These pathogens are able to cause disease in animals and/or plants.

In particular he/she:

- 1) Examines or conducts tests on patient to provide information on medical condition.
- 2) Diagnoses of infectious disease involves by:
 - a. Identifying an infectious agent either directly or indirectly.
 - b. Medical history and physical examination.
 - c. Detecting the presence of substances produced by pathogens.
 - d. Examining their microscopic features.
 - e. Directly identifying an organism by its genotype.
 - f. Other techniques (such as X-rays, CAT scans, PET scans or NMR).
- 3) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 4) Monitors patients condition and progress and re-evaluates treatments as necessary.

- 5) Explains procedures and discusses test results on prescribed treatments with patients.
- 6) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 7) Advises patients and community concerning diet, activity, hygiene and disease prevention.
- 8) Plans, implements or administers health programs or standards in hospital, business or community for information, prevention or treatment of injury or illness.
- 9) Directs and coordinates activities of nurses, students, assistants, specialists, therapists and other medical staff.
- 10) Conducts research to study anatomy and develop or test medications, treatments or procedures to prevent or control disease or injury.

MEDICINE AND SURGERY (INTENSIVE CARE MEDICINE)

Level 5

*O***ccupational definition for INTENSIVE CARE MEDICINE DOCTOR**

An Intensive Care Medicine Doctor is designated to diagnoses and treats patients concerned with the provision of life support or organ support systems in patients who are critically ill and who usually require intensive monitoring. Patients requiring intensive care usually require support for hemodynamic instability (hypertension or hypotension), airway or respiratory compromise (such as ventilator support), acute renal failure, potentially lethal cardiac dysrhythmias and frequently the cumulative affects of multiple organ system failure.

In particular he/she:

- 1) Examines or conducts tests on patient to provide information on medical condition.
- 2) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 3) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 4) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 5) Explains procedures and discusses test results on prescribed treatments with patents.
- 6) Operates on patients to remove, repair or improve functioning of diseased or injured body parts and systems and delivers babies.
- 7) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 8) Refers patient to medical specialist or other practitioner when necessary.

MEDICINE AND SURGERY (INTERNAL MEDICINE)

Level 5

*O***ccupational definition for INTERNAL MEDICINE DOCTOR**

An Internal Medicine Doctor is designated to diagnoses and treats diseases and injuries of human internal organ systems. Examines patient for symptoms of organic or congenital disorders and determines nature and extent of injury or disorder, referring to diagnostic images and tests and using medical instruments and equipment. Prescribes medication and recommends dietary and activity program, as indicated by diagnosis. Refers patient to medical specialist when indicated.

In particular he/she:

- 1) Examines or conducts tests on patient to provide information on medical condition.
- 2) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 3) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 4) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 5) Explains procedures and discusses test results on prescribed treatments with patients.
- 6) Operates on patients to remove, repair or improve functioning of diseased or injured body parts and systems and delivers babies.
- 7) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 8) Refers patient to medical specialist or other practitioner when necessary.
- 9) Advises patients and community concerning diet, activity, hygiene and disease prevention.

MEDICINE AND SURGERY (NEPHROLOGY)

Level 5

*O***ccupational definition for NEPHROLOGIST**

A Nephrologist is designated to provide timely and comprehensive nephrologic care for adults with medical kidney disease. Inpatient and outpatient services are available to active duty military personnel, adult dependents and retirees.

In particular he/she:

- 1) Collecting, researching and manage patient's medical history and records.
- 2) Provides Home Health Aide Services for specific health care assistance.
- 3) Performs a systematic, comprehensive physical examination and be able to report the physiologic and anatomic bases of normal and abnormal findings. The physical exam will be obtained discretely, with attention to patient comfort and privacy.
- 4) Performs and interpret routine urine analysis and microscopic sediment.
- 5) Provides continuous renal replacement therapy.
- 6) Provides pre-transplant education and preparation.
- 7) Provides education and training programs.

MEDICINE AND SURGERY (UROLOGY)

Level 5

*O***ccupational definition for UROLOGIST**

An Urologist is designated to diagnose and treat diseases and disorders of genitourinary organs and tract.

In particular he/she:

- 1) Examines patient, using x-ray machine, fluoroscope and other equipment to aid in determining nature and extent of disorder or injury.
- 2) Treats patient, using diathermy machine, catheter, cystoscope, radium emanation tube and similar equipment.
- 3) Performs surgery, as indicated.
- 4) Prescribes and administers urinary antiseptics to combat infection.
- 5) Examines or conducts tests on patient to provide information on medical condition.
- 6) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 7) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 8) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 9) Explains procedures and discusses test results on prescribed treatments with patients.

MEDICINE AND SURGERY (NEUROLOGY)

Level 5

*O***ccupational definition for NEUROLOGIST**

A Neurologist is designated to diagnose and treat organic diseases and disorders of nervous system.

In particular he/she:

- 1) Orders and studies results of chemical, microscopic, biological and bacteriological analyses of patient's blood and cerebro-spinal fluid to determine nature and extent of disease or disorder.
- 2) Identifies presence of pathological blood conditions or parasites and prescribes and administers medications and drugs.
- 3) Orders and studies results of electroencephalograms or x-rays to detect abnormalities in brain wave patterns or indications of abnormalities in brain structure.
- 4) Advises patient to contact other medical specialist, as indicated.
- 5) Examines or conducts tests on patient to provide information on medical condition.
- 6) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 7) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 8) Monitors patients condition and progress and re-evaluates treatments as necessary.

MEDICINE AND SURGERY (NEUROSURGERY)

Level 5

*O***ccupational definition for NEURO SURGEON**

A Neuro Surgeon is designated to diagnose and perform surgery to treat disorders affecting the brain, spinal cord, nerves and spine.

In particular he/she:

- 1) Operates on patient to correct deformities, repair injuries, prevent diseases or improve or restore patient's functions.
- 2) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure.
- 3) Performs a systematic, comprehensive physical examination and be able to report the physiologic and anatomic bases of normal and abnormal findings. The physical exam will be obtained discretely, with attention to patient comfort and privacy.
- 4) Examines patient to provide information on medical condition and patient's surgical risk.
- 5) Refers patient to medical specialist or other practitioners when necessary. Provide pre-transplant education and preparation.
- 6) Conducts research to develop and test surgical techniques to improve operating procedures and outcomes.
- 7) Examines instruments, equipment and operating room to ensure sterility.

MEDICINE AND SURGERY (NUCLEAR MEDICINE)

Level 5

*O*ccupational definition for **NUCLEAR MEDICINE DOCTOR**

A Nuclear Medicine Doctor is designated to medicine and medical imaging that uses unsealed radioactive substances in diagnosis and therapy.

In particular he/she:

- 1) Studies involves administration of a radionuclide into the body by injection in liquid or aggregate form, ingestion while combined with food, inhalation in gaseous form or, rarely, injection of a radionuclide that has undergone micro-encapsulation.
- 2) Studies medical imaging, radiology, positron emission tomography, SPECT, Gamma camera, Radiophobia, Therac-25, Radionuclide, cisternogram and dose calibrator.
- 3) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 4) Prescribes or administers treatment, therapy, medication, vaccination, and other specialized medical care to treat or prevent illness, disease or injury.
- 5) Monitors patients, condition and progress and re-evaluates treatments as necessary.

MEDICINE AND SURGERY (OBSTETRICS AND GYNECOLOGY)

Level 5

*O***ccupational definition for OBSTETRICIAN & GYNECOLOGIST**

An Obstetrician & Gynecologist is designated to treat women during prenatal, natal and postnatal periods and diagnose and treat diseases and disorders of female genital, urinary and rectal organs.

In particular he/she:

- 1) Examines patient to ascertain condition, utilizing physical findings, laboratory results and patient's statements as diagnostic aids.
- 2) Determines need for modified diet and physical activities and recommends plan. Periodically examines patient, prescribing medication or surgery, if indicated.
- 3) Delivers infant and cares for mother for prescribed period of time following childbirth.
- 4) Performs cesarean section or other surgical procedure as needed to preserve patient's health and deliver infant safely.
- 5) Treats patients for diseases of generative organs.
- 6) Examines patient to determine medical problem, utilizing physical findings, diagnostic images, laboratory test results and patient's statements as diagnostic aids.
- 7) Discusses problem with patient and prescribes medication and exercise or hygiene regimen or performs surgery as needed to correct malfunctions or remove diseased organ.

MEDICINE AND SURGERY (OCCUPATIONAL MEDICINE)

Level 5

*O***ccupational definition for OCCUPATIONAL PHYSICIAN**

An Occupational Physician is designated to diagnose and treat work-related illnesses and injuries of employees and conducts fitness-for-duty physical examinations.

In particular he/she:

- 1) Attends patients in plant or hospital and reexamines disability cases periodically to verify progress.
- 2) Oversees maintenance of case histories, health examination reports and other medical records.
- 3) Formulates and administers health programs. Inspects plant and makes recommendations regarding sanitation and elimination of health hazards.
- 4) Examines or conducts tests on patient to provide information on medical condition.
- 5) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 6) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 7) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 8) Explains procedures and discusses test results on prescribed treatments with patients.
- 9) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 10) Refers patient to medical specialist or other practitioner when necessary.

MEDICINE AND SURGERY (ONCOLOGY)

Level 5

*O***ccupational definition for ONCOLOGIST**

An Oncologist is designated to diagnoses and treats patients concerned with studies tumors (cancer) and seeks to understand their development, diagnosis, treatment and prevention.

In particular he/she:

- 1) Diagnoses, Examines or conducts tests on patient to provide information on medical condition.
- 2) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 3) Prescribes or administers treatment, therapy, (e.g. surgery, chemotherapy, radiotherapy and other modalities) medication, vaccination and other specialized medical care to treat or prevent illness.
- 4) Follow-up of cancer patients after successful treatment and monitors patients condition and progress and re-evaluates treatments as necessary.
- 5) Provides palliative care of patients with terminal malignancies.
- 6) Deals with Ethical questions surrounding cancer care.
- 7) Provides screening efforts; fine needle aspiration biopsy, core needle biopsy, vacuum-assisted biopsy, image-guided biopsy, surgical biopsy, endoscopic biopsy and bone marrow biopsy.

- 8) Evaluates the size and location of the tumor by imaging procedures; X-ray, Computed tomography (CT or CAT) scan, Magnetic resonance imaging (MRI), Ultrasound, Positron emission tomography (PET) scan and bone scan.
- 9) Performs Endoscopic tests.
- 10) Performs laboratory tests involve testing a sample of blood, urine and other body fluids to learn or confirm what is happening in the body.

MEDICINE AND SURGERY (ONCOLOGY)

Level 5

*O***ccupational definition for ONCOLOGY SURGEON**

An Oncology Surgeon is designated to manage surgical aspects of cancer cases.

In particular he/she:

- 1) Operates on cancer patient include removal, repair and reconstruction of a particular organ.
- 2) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure.
- 3) Examines patient to provide information on medical condition and patient's surgical risk.
- 4) Refers patient to medical specialist or other practitioners when necessary.
- 5) Conducts research to develop and test surgical techniques to improve operating procedures and outcomes.
- 6) Examines instruments, equipment and operating room to ensure sterility.
- 7) Directs and coordinates activities of nurses, assistants, specialists and other medical staff.

MEDICINE AND SURGERY (OPHTHALMOLOGY)

Level 5

*O***ccupational definition for OPHTHALMOLOGIST**

An Ophthalmologist is designated to diagnoses and treats diseases and injuries of eyes.

In particular he/she:

- 1) Examines patient for symptoms indicative of organic or congenital ocular disorders and determines nature and extent of injury or disorder.
- 2) Performs various tests to determine vision loss.
- 3) Prescribes and administers medications and performs surgery, if indicated.
- 4) Directs remedial activities to aid in regaining vision or to utilize sight remaining, by writing prescriptions for corrective glasses and instructing patient in eye exercises.
- 5) Examines or conducts tests on patient to provide information on medical condition.
- 6) Analyzes records, reports, test results, or examination information to diagnose medical condition of patient.
- 7) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 8) Monitors patients condition and progress and re-evaluates treatments as necessary.

MEDICINE AND SURGERY (OPHTHAMOLOGY SURGERY)

Level 5

*O*ccupational definition for **OPHTHALMOLOGY SURGEON**

An Ophthalmology Surgeon is designated to diagnose and treats diseases and injuries of eyes.

In particular he/she:

- 1) Performs surgery and prescribe ocular, oral and systemic medications.
- 2) Performs cataract extraction with intra-ocular lens replacement for cataracts.
- 3) Performs laser refractive surgery on cornea for refractive error remediation.
- 4) Performs extra-ocular muscle surgery for strabismus.
- 5) Prescribes topical medication, performing trabeculoplasty or iridotomy surgery for glaucoma. Performs laser surgery for some retinal diseases.
- 6) Performs excision or biopsy of tumors on eyelid or in the eye.
- 7) Prescribes temporary topical medical treatment for amblyopic.

MEDICINE AND SURGERY (ORTHOPEDIC SURGERY)

Level 5

Occupational definition for ORTHOPAEDIC SURGEON

An Orthopaedic Surgeon is designated to perform surgery to repair injuries, remove or repair diseased organs, bones or tissue, correct deformities or improve function in patients.

In particular he/she:

- 1) Operates on patient to correct deformities, repair injuries, prevent diseases or improve or restore patient's functions.
- 2) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure.
- 3) Examines patient to provide information on medical condition and patient's surgical risk.
- 4) Refers patient to medical specialist or other practitioners when necessary.
- 5) Conducts research to develop and test surgical techniques to improve operating procedures and outcomes.
- 6) Examines instruments, equipment and operating room to ensure sterility.
- 7) Directs and coordinates activities of nurses, assistants, specialists and other medical staff.

MEDICINE AND SURGERY (OTOLARYNGOLOGY (ENT))

Level 5

*O***ccupational definition for OTOLARYNGOLOGIST**

An Otolaryngologist is designated to diagnose and treat diseases of ear, nose and throat.

In particular he/she:

- 1) Examines affected organs, using equipment such as audiometers, prisms, nasoscopes, microscopes, x-ray machines and fluoroscopes.
- 2) Determines nature and extent of disorder and prescribes and administers medications or performs surgery.
- 3) Performs tests to determine extent of loss of hearing due to aural or other injury and speech loss as result of diseases or injuries to larynx.
- 4) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 5) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 6) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 7) Explains procedures and discusses test results on prescribed treatments with patients.
- 8) Collects, records and maintains patient information, such as medical history, reports and examination results.

MEDICINE AND SURGERY (PATHOLOGY)

Level 5

*O*ccupational definition for **PATHOLOGIST**

A Pathologist is designated to do research or study the nature, cause, effects, and development of diseases and determine presence and extent of disease in body tissue, fluids, secretions and other specimens.

In particular he/she:

- 1) Conducts research to gain knowledge of nature, cause and development of diseases and resulting structural and functional body changes.
- 2) Examines, collects tissue or fluid samples and conducts tests on patient to provide information on patient's disease.
- 3) Diagnoses nature, cause and development of disease and resulting changes of patient's body, using results of sample analyses and tests.
- 4) Performs autopsies to determine nature and extent of disease, cause of death and effects of treatment.
- 5) Advises other medical practitioners on nature, cause and development of diseases.
- 6) Directs and coordinates activities of nurses, students and other staff in medical school, hospital, medical examiner's office or research institute.

MEDICINE AND SURGERY (PEDIATRICS)

Level 5

*O***ccupational definition for PEDIATRICIAN**

A Pediatrician is designated to plan and carry out medical care program for children from birth through adolescence to aid in mental and physical growth and development.

In particular he/she:

- 1) Examines patients to determine presence of disease and to establish preventive health practices.
- 2) Determines nature and extent of disease or injury, prescribes and administers medications and immunizations and performs variety of medical duties.
- 3) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 4) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 5) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 6) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 7) Refers patient to medical specialist or other practitioner when necessary.

MEDICINE AND SURGERY (PEDIATRIC SURGERY)

Level 5

*O***ccupational definition for PEDIATRIC SURGEON**

A Pediatric Surgeon is designated to surgery involving the surgery of fetuses, infants, children, adolescents and young adults. Many pediatric surgeons practice at children's hospitals.

In particular he/she:

- 1) Performs surgery on congenital malformations: lymphangioma, cleft lip and palate, esophageal atresia and tracheoesophageal fistula, hypertrophic pyloric stenosis, intestinal atresia, necrotizing enterocolitis, meconium plugs, Hirschsprung's disease, imperforate anus, undescended testes.
- 2) Treats abdominal wall defects: omphalocele, gastroschisis, hernias.
- 3) Treats chest wall deformities: pectus excavatum.
- 4) Treats childhood tumors: like neuroblastoma, Wilms' tumor, rhabdomyosarcoma, ATRT, liver tumors, teratomas.
- 5) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure.
- 6) Examines patient to provide information on medical condition and patient's surgical risk.
- 7) Conducts research to develop and test surgical techniques to improve operating procedures and outcomes.
- 8) Examines instruments, equipment and operating room to ensure sterility.

MEDICINE AND SURGERY (PLASTIC SURGERY)

Level 5

*O*ccupational definition for **PLASTIC SURGEON**

A Plastic Surgeon is designated to treat surgical specialty concerned with the correction of disfigurement, restoration of impaired function and improvement of physical appearance. It is largely concerned with the bodily surface and with reconstructive work of the face and exposed parts.

In particular he/she:

- 1) Performs reconstructive procedures correct defects on the face or body. These include physical birth defects like cleft lips and palates and ear deformities, traumatic injuries like those from dog bites or burns, or the aftermath of disease treatments like rebuilding a woman's breast after surgery for breast cancer.
- 2) Performs Cosmetic (also called aesthetic) procedures alter a part of the body that the person is not satisfied with. Common cosmetic procedures include making the breasts larger (augmentation mammoplasty) or smaller (reduction mammoplasty), reshaping the nose (rhinoplasty) and removing pockets of fat from specific spots on the body (liposuction). Some cosmetic procedures aren't even surgical in the way that most people think of surgery, that is, cutting and stitching. For example, the use of special lasers to remove unwanted hair and sanding skin to improve severe scarring are two such treatments.
- 3) Analyzes patient's medical history, medication allergies, physical condition and examination results to verify operation's necessity and to determine best procedure.
- 4) Examines patient to provide information on medical condition and patient's surgical risk.

- 5) Refers patient to medical specialist or other practitioners when necessary.
- 6) Conducts research to develop and test surgical techniques to improve operating procedures and outcomes.
- 7) Examines instruments, equipment and operating room to ensure sterility.

MEDICINE AND SURGERY (PODIATRY)

Level 5

*O***ccupational definition for PODIATRIST**

A Podiatrist is designated to diagnoses and treats diseases and deformities of human foot: Diagnoses foot ailments, such as tumors, ulcers, fractures, skin or nail diseases and congenital or acquired deformities, utilizing diagnostic aids, such as urinalysis, blood tests and x-ray analysis.

In particular he/she:

- 1) Diagnoses ailments, such as tumors, ulcers, fractures, skin or nail diseases and deformities, utilizing urinalysis, blood tests and x-rays.
- 2) Treats conditions, such as corns, calluses, ingrown nails, tumors, shortened tendons, bunions, cysts and abscesses by surgical methods.
- 3) Corrects deformities by means of plaster casts and strapping.
- 4) Treats bone, muscle and joint disorders.
- 5) Treats deformities by mechanical and electrical methods, such as whirlpool or paraffin baths and short wave and low voltage currents.
- 6) Prescribes corrective footwear.
- 7) Prescribes drugs.
- 8) Makes and fits prosthetic appliances.
- 9) Performs surgery.
- 10) Advises patients concerning continued treatment of disorders and foot care to prevent recurrence of disorders.
- 11) Refers patients to physician when symptoms indicative of systemic disorders, such as arthritis or diabetes, are observed in feet and legs.

MEDICINE AND SURGERY (PSYCHIATRY)

Level 5

*O*ccupational definition for **PSYCHIATRIST**

A Psychiatrist is designated to diagnose mental, emotional and behavioral disorders and prescribe medication or administer psychotherapeutic treatments to treat disorders.

In particular he/she:

- 1) Analyzes and evaluates patient data and test or examination findings to diagnose nature and extent of mental disorder.
- 2) Prescribes, directs and administers psychotherapeutic treatments or medications to treat mental, emotional or behavioral disorders.
- 3) Examines or conducts laboratory or diagnostic tests on patient to provide information on general physical condition and mental disorder.
- 4) Gathers and maintains patient information and records, including social and medical history obtained from patient, relatives and other professionals.
- 5) Reviews and evaluates treatment procedures and outcomes of other psychiatrists and medical professionals.
- 6) Advises and informs guardians, relatives and significant others of patient's condition and treatment.
- 7) Prepares case reports and summaries for government agencies.
- 8) Teaches, conducts research and publishes findings to increase understanding of mental, emotional, behavioral states and disorders.

MEDICINE AND SURGERY (RADIOLOGY)

Level 5

*O*ccupational definition for RADIOLOGIST

A Radiologist is designated to diagnoses and treats diseases of human body, using x-ray and radioactive substances.

In particular he/she:

- 1) Examines internal structures and functions of organ systems, making diagnoses after correlation of x-ray findings with other examinations and tests.
- 2) Treats benign and malignant internal and external growths by exposure to radiation from x-rays, high energy sources and natural and manmade radioisotopes directed at or implanted in affected areas of body.
- 3) Administers radiopaque substances by injection, orally, or as enemas to render internal structures and organs visible on x-ray films or fluoroscopic screens.
- 4) Specialises in diagnostic radiology or radiation oncology.
- 5) Diagnoses and treats diseases of human body, using radioactive substances.

MEDICINE AND SURGERY (PSYCHIATRY)

Level 5

*O***ccupational definition for PHYSIATRIST**

A Psychiatrist (Physical Medicine Specialist) is designated to specialise in clinical and diagnostic use of physical agents and exercises to provide physiotherapy for physical, mental and occupational rehabilitation of patients.

In particular he/she:

- 1) Examines patient, utilizing electrodiagnosis and other diagnostic procedures to determine need for and extent of therapy.
- 2) Prescribes and administers treatment, using therapeutic methods and procedures, such as light therapy, diathermy, hydrotherapy, iontophoresis and cryotherapy.
- 3) Instructs Physiotherapist and other personnel in nature and duration or dosage of treatment and determines that treatments are administered as specified.
- 4) Prescribes exercises designed to develop functions of specific anatomical parts or specific muscle groups.
- 5) Recommends occupational therapy activities for patients with extended convalescent periods and for those whose disability requires change of occupation.
- 6) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 7) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.

- 8) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 9) Explains procedures and discusses test results on prescribed treatments with patients.
- 10) Collects, records and maintains patient information, such as medical history, reports and examination results.

MEDICINE AND SURGERY (RESPIRATORY MEDICINE)

Level 5

*O***ccupational definition for RESPIRATORY MEDICINE DOCTOR**

A Respiratory Medicine Doctor is designated to deals with diseases of the lungs and the respiratory tract. In some countries and areas it is also called pulmonology or chest medicine.

In particular he/she:

- 1) Diagnoses and treats allergic bronchopulmonary aspergillosis, Asthma, Chronic obstructive pulmonary disease, Chronic bronchitis, Emphysema, Cystic fibrosis, Lung cancer diagnosis, Pneumoconiosis, Pneumonia, Pneumothorax, Psittacosis, Pulmonary embolism, Pulmonary fibrosis, Pulmonary hypertension, Pulmonary sequestration, Sarcoidosis, Sleep apnea and Tuberculosis.
- 2) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 3) Prescribes or administers treatment, therapy, medication, vaccination, and other specialized medical care to treat or prevent illness, disease or injury.
- 4) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 5) Explains procedures and discusses test results on prescribed treatments with patents.

MEDICINE AND SURGERY (RHEUMATOLOGY)

Level 5

*O*ccupational definition for RHEUMATOLOGIST

A Rheumatologist is designated to diagnose and treat individuals with arthritis and musculoskeletal diseases.

In particular he/she:

- 1) The doctor reviews the history of symptoms, examines the joints for inflammation and deformity, the skin for rheumatoid nodules, and other parts of the body for inflammation.
- 2) Perform blood and x-ray tests.
- 3) Perform other tests to exclude arthritis due to infection or gout. The detection of rheumatoid nodules, most often around the elbows and fingers, can suggest the diagnosis.
- 4) Perform an office procedure called arthrocentesis. In this procedure, a sterile needle and syringe are used to drain joint fluid out of the joint for study in the laboratory.
- 5) Optimal treatment for the disease involves a combination of medications, rest, joint strengthening exercises, joint protection and patient (and family) education.
- 6) Advises patients concerning continued treatment of disorders to prevent recurrence of disorders.
- 7) Refer to Orthopedic Surgeons who specialize in joint surgery as surgery may be recommended to restore joint mobility or repair damaged joints.

MEDICINE AND SURGERY (VASCULAR SURGERY)

Level 5

*O*ccupational definition for **VASCULAR SURGEON**

A Vascular Surgeon is designated to surgery involving surgery in which diseases of the vascular system or arteries and veins, are managed, largely via surgical intervention.

In particular he/she:

- 1) Performs surgery on Abdominal aortic aneurysm.
- 2) Performs surgery on Carotid arterial stenosis.
- 3) Performs surgery on Varicose veins.
- 4) Performs surgery on peripheral artery occlusive disease.
- 5) Performs surgery on Acute limb ischemia.
- 6) Performs surgery on Aortic dissection.

MEDICINE AND SURGERY (GENERAL EMPLOYMENT)

Level 5

***O*ccupational definition for MEDICAL OFFICER (DOCTOR OF MEDICINE)**

A Medical Officer is designated to diagnose illness and prescribe and administer treatment for injury and disease.

In particular he/she:

- 1) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 2) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 3) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 4) Explains procedures and discusses test results on prescribed treatments with patients.
- 5) Operates on patients to remove, repair or improve functioning of diseased or injured body parts and systems and delivers babies.
- 6) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 7) Refers patient to medical specialist or other practitioner when necessary.

- 8) Advises patients and community concerning diet, activity, hygiene, and disease prevention.
- 9) Plans, implements or administers health programs or standards in hospital, business or community for information, prevention or treatment of injury or illness. Directs and coordinates activities of nurses, students, assistants, specialists, therapists and other medical staff.
- 10) Prepares reports for government or management of birth, death, and disease statistics, workforce evaluations or medical status of individuals.
- 11) Conducts research to study anatomy and develop or test medications, treatments or procedures to prevent or control disease or injury.

MEDICINE AND SURGERY (ANESTHESIOLOGY)

Level 5

*O***ccupational definition for SISTER (ANESTHETIST)**

A Sister (Anesthetist) is designated to administer local, inhalation, intravenous, and other anesthetics prescribed by Anesthesiologist to induce total or partial loss of sensation or consciousness in patients during surgery, deliveries or other medical and dental procedures.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Fits mask to patient's face, turns dials and sets gauges of equipment to regulate flow of oxygen and gases to administer anesthetic by inhalation method, according to prescribed medical standards.
- 6) Prepares prescribed solutions and administers local, intravenous, spinal or other anesthetic, following specified methods and procedures.
- 7) Notes patient's skin color and dilation of pupils and observes video screen and digital display of computerized equipment to monitor patient's vital signs during anesthesia.
- 8) Initiates remedial measures to prevent surgical shock or other adverse conditions. Informs physician of patient's condition during anesthesia.
- 9) Prepares patients for and assists with examinations.

MEDICINE AND SURGERY (CARDIOLOGY)

Level 5

*O***ccupational definition for SISTER (CARDIOLOGY)**

A Sister (Cardiology) is designated to work with patients and the families of patients who suffer from heart disease.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Provides care to patients who have undergone bypass, angioplasty, or pacemaker surgery.
- 6) Assists with cardiac drug monitoring.
- 7) Prepares patients for and assists with examinations.
- 8) Orders, interprets and evaluates diagnostic tests to identify and assess patient's condition.
- 9) Informs physician of patient's condition.
- 10) Advises and consults with specified personnel concerning necessary precautions to be taken to prevent possible contamination or infection.
- 11) Meets the need for education and support of patients with coronary heart disease who are making lifestyle changes to prevent worsening of the disease.
- 12) Monitors patients during physical workouts to prevent overexertion and/or injury.

MEDICINE AND SURGERY (DERMATOLOGY)

Level 5

*O*ccupational definition for **SISTER (DERMATOLOGY)**

A Sister (Dermatology) is designated to provide education and care for patients undergoing investigation for and treatment of, wounds and diseases of the skin.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Treats diseases of human skin.
- 6) Examines skin to determine nature of disease.
- 7) Takes blood samples and smears from affected areas and performing other laboratory procedures.
- 8) Assists Dermatologist to examine specimens under microscope.
- 9) Assists Dermatologist to make various chemical and biological analyses.
- 10) Assists Dermatologist to perform other tests to identify disease-causing organisms or pathological conditions.
- 11) Assists Dermatologist to treat abscesses, skin injuries and other skin infections and surgically excises cutaneous malignancies, cysts, birthmarks and other growths.
- 12) Assists Dermatologist to treat scars, using dermabrasion.

MEDICINE AND SURGERY (EMERGENCY MEDICINE)

Level 5

*O***ccupational definition for SISTER (EMERGENCY)**

A Sister (Emergency) is designated to provide care for patients in the critical or emergency phase of an illness or trauma and must be able to recognize life-threatening problems and rapidly arrange necessary care.

In particular he/she:

- 1) Assess and treats patients, particularly during the initial phase of acute illness and trauma.
- 2) Tackles diverse tasks with professionalism, efficiency and caring.
- 3) Provides quality patient care for people of all ages, emergency Sisters must possess both general and specific knowledge about health care to provide quality patient care for people of all ages.
- 4) Ready to treat a wide variety of illnesses or injury situations, ranging from a sore throat to a heart attack.
- 5) Cares for patients and families in hospital emergency departments, ambulances, helicopters, urgent care centers, cruise ships, sports arenas, industry, government and anywhere someone may have a medical emergency or where medical advances or injury prevention is a concern.
- 6) Provides education to the public through programs to promote wellness and prevent injuries.
- 7) Prepares to provide patient care for almost any situation they may encounter.

MEDICINE AND SURGERY (ENDOCRINOLOGY)

Level 5

*O*ccupational definition for **SISTER (ENDOCRINOLOGY)**

A Sister (Endocrinology) is designated to provide care and support to children and their families relating to diseases of the endocrine system, the various glands that secrete directly into the blood or lymph.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Assists patients and the families of patients dealing with problems of diabetes, obesity and other disorders of the endocrine glands.
- 6) Diagnoses Acute and chronic problems; ear, nose and throat infections; asthma; development problems.

MEDICINE AND SURGERY (OPERATING THEATRE)

Level 5

*O*ccupational definition for **SISTER (OPERATING THEATRE)**

A Sister (Operating Theatre) is designated to provide care and support to patients before, during and after surgery.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Responsible for maintaining a sterile environment in the operating room.
- 6) Monitors the patient during surgery.
- 7) Coordinates care throughout the process.
- 8) Makes sure the Operating Room team provides the patient with the best care possible.
- 9) Attends to those who are being treated with pharmaceuticals (medications) to manage illness.
- 10) Manages the patient receiving local anesthesia.
- 11) Prevents of transmissible infections in the perioperative practice setting.
- 12) Selects and use of packaging systems for sterilization and use of the pneumatic tourniquet in the perioperative practice setting.

MEDICINE AND SURGERY (GERIATRICS)

Level 5

*O***ccupational definition for SISTER (GERIATRIC)**

A Sister (Geriatric) is designated to take care of older adults whether working in the hospital or in a Long-Term Care facility.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Have extensive knowledge about the special care needed in rehabilitating and maintaining the mental and physical health of the elderly.
- 6) Diagnoses and manages acute and chronic diseases.
- 7) Takes a holistic approach to meet the medical, psychosocial and functional needs of older patients.
- 8) Cares for the physical and psychosocial needs of older adults.
- 9) Focuses on maximizing their functional abilities.
- 10) Promotes, maintains and restores their physical and mental health.

MEDICINE AND SURGERY (INFECTIOUS DISEASE)

Level 5

*O***ccupational definition for SISTER (INFECTION DISEASE)**

A Sister (Infection Disease) is designated to direct and coordinates infection control program in hospital.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Identifies and controls infections that occur in the community or in a hospital setting.
- 6) Compares laboratory reports with communicable diseases list to identify conditions that require infection control procedures.
- 7) Advises and consults with physicians, Sisters and hospital personnel concerning precautions to be taken to protect patients, staff and other persons from possible contamination or infection.
- 8) Investigates infection control problems and arranges for follow-up care for persons exposed to infection or disease.
- 9) Instructs hospital personnel in universal and specific infection control procedures.
- 10) Collects data and instigate infection control and prevention measures.

- 11) Plans, implementation and evaluation of infection prevention and control measures.
- 12) Works with childhood infections, STDs, HIV, TB and infections that occur during hospitalization.
- 13) Educates individuals about infection risk, prevention and control.
- 14) Develops and revises the infection control policies and procedures.
- 15) Investigates the suspected outbreaks of infection.

MEDICINE AND SURGERY (INTENSIVE CARE MEDICINE)

Level 5

*O*ccupational definition for **SISTER (INTENSIVE CARE UNIT)**

A Sister (Intensive Care Unit) is designated to take care for acutely and critically ill patients of all ages and diagnoses. Care involves complex assessment and high intensity interventions, often involving sophisticated technology.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Attends to the psychosocial and emotional needs of patients, their families and significant others.
- 6) Practices in settings where patients require complex assessment, high intensity therapies and interventions and continuous nursing vigilance.
- 7) Provides care to patients and families and create environments that are healing, humane and caring.
- 8) Works in a wide variety of settings, filling a variety of roles.
- 9) Responsibles for the identification and intervention of clinical problems and in the management of those problems to improve care for patients and families.

- 10) Provides direct patient care, including assessing, diagnosing, planning and prescribing pharmacologic and non-pharmacologic treatment of health problems.
- 11) Focuses on making clinical decisions related to complex patient care problems encountered in the acute-care setting.

MEDICINE AND SURGERY (NEPHROLOGY)

Level 5

*O***ccupational definition for SISTER (NEPHROLOGY)**

A Sister (Nephrology) is designated to care for patients of all ages who are experiencing or are at risk for, kidney disease.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Provides expert nursing care to individuals with varying degrees of renal impairment.
- 6) Assess the healthcare needs of individuals, families, groups and communities.
- 7) Uses the nursing process to diagnose, plan, implement and manage care as well as to evaluate the outcomes of that care.
- 8) Focuses on care that promotes health and prevents renal disease and disability.
- 9) Assists patients and families with modality choices (including hemodialysis, PD, transplant and conservative management).
- 10) Support the palliative care needs of patients and their families.

- 11) Provides and coordinates care for complex patient, family and community populations.
- 12) Manage acute and chronic renal disease in a variety of healthcare settings.
- 13) Contribute to the generation of the knowledge base for nursing and specifically nephrology nursing.

MEDICINE AND SURGERY (OBSTETRICS AND GYNAECOLOGY)

Level 5

*O*ccupational definition for **SISTER (OBSTETRIC & GYNAECOLOGY)**

A Sister (Obstetric & Gynaecology) is designated to work within acute and ambulatory care settings and may specialize in maternity nursing, maternity-newborn nursing or neonatal nursing.

In particular he/she:

- 1) Provides health care, first aid, and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Provides care and support to women and their families before, during and after childbirth.
- 6) Educates mothers about natural childbirth techniques and pre-natal health.
- 7) Provides comfort during delivery.
- 8) Teaches mothers about mother-child bonding after the baby has been born.
- 9) Provides education and support for these families in order to try and minimize this stress.
- 10) Addresses both psychosocial and physiological difficulties that may arise both before and after a child is born.
- 11) Provides care, support and education for female reproductive health, from a woman's first menstrual cycle through menopause.

MEDICINE AND SURGERY (OCCUPATIONAL HEALTH)

Level 5

*O***ccupational definition for SISTER (OCCUPATIONAL HEALTH)**

A Sister (Occupational Health) is designated to provide nursing service and first aid to employees or persons who become ill or injured on premises of department store, industrial plant or other establishment.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Takes patient's vital signs, treats wounds, evaluates physical condition of patient and contacts physician and hospital to arrange for further medical treatment, when needed.
- 6) Maintains record of persons treated and prepares accident reports and insurance forms.
- 7) Develops employee programs, such as health education, accident prevention, alcohol abuse counseling, curtailment of smoking and weight control regimens.
- 8) Assists physician in physical examination of new employees.
- 9) Provides on-the-job health care for the workforce, striving to ensure workers health, safety and productivity.
- 10) Manages workers compensation records.

- 11) Assists in meeting the requirements of the Occupational Safety and Health Act (OSHA).
- 12) Conducts environmental surveillance for health hazards.
- 13) Provides direct nursing care to employees.
- 14) Promotes health education and counseling employees. Teaches patients and share stories concerning healthcare.
- 15) Provides first-aid treatment, CPR, use of automated external defibrillators, medications and health risk assessment involving cholesterol levels, diet and exercise.
- 16) Participates in health fairs, blood donations, mammogram programs, lectures, smoking cessation classes and other disease prevention programs.

MEDICINE AND SURGERY (ONCOLOGY)

Level 5

*O***ccupational definition for SISTER (ONCOLOGY)**

A Sister (Oncology) is designated to administer chemotherapy and managing symptoms related to cancer illnesses.

In particular he/she:

- 1) Provides care and support for patients diagnosed with cancer.
- 2) Works primarily in hospitals to provide and supervise care for cancer patients who are either chronically or critically ill.
- 3) Monitors patients physical conditions, prescribe medication and formulate symptom management strategies.
- 4) Cares for patients with the diagnosis of cancer in various settings.
- 5) Utilizes an empathic and caring approach to patients whose diagnosis and treatment are often painful and life-threatening.
- 6) Administers chemotherapy, conducts patient teaching and manages illness and treatment-related symptoms.
- 7) Extends to all care delivery settings where clients experiencing or at risk for developing cancer receive health care, education and counseling for cancer prevention, screening and detection. Functions as a coordinator of care, collaborating with other cancer care providers and team members to provide required care as effectively as possible.
- 8) Coordinates, to work expertly with the multidisciplinary oncology team to achieve realistic healthcare goals for an individual or for an entire community.
- 9) Provides expertise about oncology to colleagues, allied health personnel and healthcare consumers, while as an educator, the oncology Sister designs and performs a variety of patient education activities.

MEDICINE AND SURGERY (OPHTHALMOLOGY)

Level 5

*O*ccupational definition for **SISTER (OPHTHALMOLOGY)**

A Sister (Ophthalmology) is designated to provide care and support for patients diagnosed with disorders of the eyes, including blindness, glaucoma.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Provides care and support for patients diagnosed with disorders of the eyes, including blindness, glaucoma.
- 6) Provides care to persons with disorders of the eyes including blindness or visual impairment.
- 7) Functions range from patient teaching to assistance in surgery.
- 8) Patients care and a good relationship with patients.

MEDICINE AND SURGERY (ORTHOPEDICS)

Level 5

*O*ccupational definition for **SISTER (ORTHOPEDIC)**

A Sister (Orthopedic) is designated to provide care and support for patients with Arthritis, joint replacement, diabetes, fractures, musculoskeletal injuries, and congenital malformations.

In particular he/she:

- 1) Cares for the actual and potential health problems related to musculoskeletal function.
- 2) Relies on a holistic approach in their assessment of the impact of musculoskeletal conditions on self-care, patient management of the environment, available patient resources and support systems.
- 3) Works in hospital settings in either dedicated orthopedic units or in the operating room.
- 4) Acquires physical stamina, people skills, teamwork and flexibility.
- 5) Educates the patients and the families about self-care and available support systems.

MEDICINE AND SURGERY (OTOLARYNGOLOGY)

Level 5

*O*ccupational definition for **SISTER (OTOLARYNGOLOGY)**

A Sister (Otolaryngology) is designated to provide care and support to patients undergoing medical and surgical procedures concerning the ears, the nose and the throat and other structures of the head and neck.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Prepares patients for and assists with examinations.
- 6) Orders, interprets and evaluates diagnostic tests to identify and assess patient's condition.
- 7) Prepares rooms, sterile instruments, equipment and supplies and hands items to surgeon.
- 8) Discusses cases with physician.

MEDICINE AND SURGERY (FORENSICS)

Level 5

Occupational definition for **SISTER (FORENSIC)**

A Sister (Forensic) is designated to work with law enforcement officials to aid in the investigation of crimes such as sexual assault, accidental death, abuse and assault. The specialty includes death investigators, domestic violence specialists, human rights advocates and sexual assault Sister examiners.

In particular he/she:

- 1) Works with law enforcement officials as well as perpetrators and victims of crime.
- 2) Collects of clinical evidence, determination of origin or circumstances of trauma, evaluation and alleviation of crime victims injuries and rehabilitation of criminals.
- 3) Treats the victims of these crimes such as sexual assault, accidental death, abuse and assault.
- 4) Works in correctional facilities, community health centers, psychiatric facilities, hospitals, public health departments and law firms.
- 5) Takes extra careful while working with violent offenders.

MEDICINE AND SURGERY (PEDIATRICS)

Level 5

*O***ccupational definition for SISTER (PEDIATRIC)**

A Sister (Pediatric) is designated to provide health care and treatment of young patients ranging in age from infancy to late teens.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Works with pediatricians and other health care providers to promote and advance children's health care.
- 6) Provides comprehensive care to children, adolescents and their families in various settings.
- 7) Responds to the physical and psychosocial aspects of health and illness.
- 8) Concerns for health promotion and disease prevention.
- 9) Manages physical and mental disabilities.
- 10) Responses to acute and chronic problems such as upper and lower respiratory infections; ear, nose and throat infections; asthma; growth and development problems.
- 11) Acquires people skills, empathy, loves of children, flexibility and stress management.

MEDICINE AND SURGERY (PLASTICS SURGERY)

Level 5

*O***ccupational definition for SISTER (PLASTIC SURGERY)**

A Sister (Plastic Surgery) is designated to take care for patients undergoing cosmetic procedures to correct aesthetic abnormalities or perceived abnormalities. These procedures range from small and elective, such as dermabrasion, to more complicated procedures necessary for a patient's physical and psychological well-being, such as facial reconstruction after an accident or breast replacement after a mastectomy and everything in between.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Cares for patients undergoing cosmetic and maxillofacial surgery, laser and microsurgery and non-surgical treatments to correct aesthetic problems.
- 6) Diagnoses skin lesions and tumors, congenital deformities, facial fractures, burns, ulcers, varicose veins, reconstruction after cancer surgery.
- 7) Hands-on patient care, treatment and teaching; preoperative and postoperative care, patient joy and gratitude.
- 8) Acquires effective communication skills, sensitivity to client's needs, and positive attitude.

- 9) Troubleshoots problems and crises.
- 10) Anticipates complications and helps to prevent their development.
- 11) Views the individual, family or group within the context of a whole system.

MEDICINE AND SURGERY (PSYCHIATRICS)

Level 5

*O***ccupational definition for SISTER (PSYCHIATRIC)**

A Sister (Psychiatric) is designated to give aid and support the mental health of patients with acute or chronic psychiatric needs.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Assesses mental health needs, develop diagnoses and plan, implement and evaluate nursing care.
- 6) Promotes and fosters health, assess dysfunction, assist clients to regain or improve their coping abilities and prevent further disability.
- 7) Focuses on psychiatric-mental health clients and include health promotion, preventive management of a therapeutic environment; assisting client with self-care activities; administering and monitoring psychobiological treatment regimens; health teaching; including psychoeducation; crisis intervention and counseling and case management.
- 8) Assesses, diagnoses and treats psychiatric disorders and potential mental health problems.

MEDICINE AND SURGERY (RADIOLOGY)

Level 5

*O***ccupational definition for SISTER (RADIOLOGY)**

A Sister (Radiology) is designated to provide care and support to patients undergoing diagnosis in radiation imaging environments, including ultrasonography, magnetic resonance, radiation oncology, ultrasound, nuclear medicine, computed tomography and x-ray.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Explains to patients of the special interventional procedures in medical imaging departments.
- 6) Works in concert with the technologist and the radiologist or cardiologist to ensure positive outcomes.
- 7) Goes from one patient to another throughout the day, assessing and monitoring, documenting, providing education and intervening in crises.
- 8) Identifies potential problems that sometimes result in delay or cancellation of a procedure.
- 9) Educates patients and their families and meet special needs.
- 10) Serves as liaisons between departments to alleviate conflicts of interest and increased tension and ensure patient safety.
- 11) Maintains patient safety, identify potential problems and anticipate patients needs.

MEDICINE AND SURGERY (RESPIRATORY)

Level 5

*O*ccupational definition for **SISTER (RESPIRATORY)**

A Sister (Respiratory) is designated to work with patients who suffer from diseases that affect the lungs, including tuberculosis, asthma and cystic fibrosis, and also work with patients who are slow to be weaned off ventilators.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Assists with pain management from diseases like lung cancer and emphysema.
- 6) Works in the hospital or with patients in the home.
- 7) Promotes pulmonary health for individuals, families and communities, and cares for persons with pulmonary dysfunction throughout the lifespan.
- 8) Abilities to discuss smoking cessation techniques.
- 9) Abilities to administer and teach pharmacologic interventions.

MEDICINE AND SURGERY (NURSING)

Level 5

*O*ccupational definition for **SISTER**

A Sister is designated to administer nursing care to ill or injured persons, include administrative, public health, industrial or private duty.

In particular he/she:

- 1) Provides health care, first aid and immunization in facilities such as schools, hospitals and industry.
- 2) Observes patient's skin color, dilation of pupils and computerized equipment to monitor vital signs.
- 3) Records patient's medical information and vital signs.
- 4) Administers local, inhalation, intravenous and other anesthetics.
- 5) Prepares patients for and assists with examinations.
- 6) Orders, interprets and evaluates diagnostic tests to identify and assess patient's condition.
- 7) Prepares rooms, sterile instruments, equipment and supplies and hands items to surgeon.
- 8) Provides prenatal and postnatal care to obstetrical patients under supervision of obstetrician.
- 9) Discusses cases with physician or obstetrician.
- 10) Informs physician of patient's condition during anesthesia.
- 11) Administers stipulated emergency measures and contacts obstetrician when deviations from standard are encountered during pregnancy or delivery.

ALLIED HEALTH

LEVEL 1

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LEVEL 2

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LEVEL 3

MEDICAL LABORATORY ASSISTANT

LEVEL 4

**AUDIOMETRIST
SPEECH THERAPIST
BIOMEDICAL EQUIPMENT TECHNICIAN
CHIROPRACTOR
DIALYSIS TECHNICIAN
ECG TECHNICIAN
KINESIOTHERAPIST
MEDICAL LABORATORY TECHNOLOGIST
NUCLEAR MEDICINE TECHNOLOGIST
OCCUPATIONAL THERAPIST
ASSISTANT PHARMACIST**

ALLIED HEALTH

LEVEL 4

**PHLEBOTOMIST
PHYSIOTHERAPIST
RADIATION THERAPIST
RADIOGRAPHER
RESPIRATORY THERAPIST
ATHLETIC TRAINER
CARDIOLOGY TECHNOLOGIST
ULTRASOUND TECHNOLOGIST**

LEVEL 5

**AUDIOLOGIST
MEDICAL SCIENTIST
MEDICAL LABORATORY MANAGER
NUTRITIONIST
DIETITIAN
OPTOMETRIST
PHARMACIST
PSYCHOLOGIST
PHYSICIST**

Occupational Definition

ALLIED HEALTH (MEDICAL LABORATORY)

Level 3

*O***ccupational definition for MEDICAL LABORATORY ASSISTANT**

A Medical Laboratory Assistant is designated to assist Medical Laboratory Technologist in laboratory testing.

In particular he/she:

- 1) Conducts quantitative and qualitative chemical analyses of body fluids, such as blood, urine and spinal fluid, under supervision of Medical Laboratory Technologist.
- 2) Performs blood counts, using microscope.
- 3) Conducts blood tests for transfusion purposes.
- 4) Draws blood from patient's finger, ear lobe or vein, observing principles of asepsis to obtain blood samples.
- 5) Calibrates and maintains equipment used in quantitative and qualitative analysis, such as spectrophotometers, calorimeters, flame photometers and computer-controlled analyzers.
- 6) Sets up, cleans and maintains laboratory equipment.

ALLIED HEALTH (AUDIOLOGY & SPEECH)

Level 4

*O***ccupational definition for AUDIOMETRIST**

An Audiometrist is designated to administer audiometric screening and threshold tests under supervision of audiologist or otolaryngologist.

In particular he/she:

- 1) Fits earphones on individuals and provides instruction on procedures to be followed.
- 2) Adjusts audiometer to control sound emitted and records subjects responses.
- 3) Refers individuals to audiologist for interpretation of test results and more definitive hearing examination.
- 4) Refers patient to physician for medical examination.
- 5) Look after equipments and instruments of hearing tests.

ALLIED HEALTH (AUDIOLOGY & SPEECH)

Level 4

*O***ccupational definition for SPEECH THERAPIST**

A Speech Therapist is designated to diagnose and treat speech and language problems and engages in scientific study of human communication.

In particular he/she:

- 1) Diagnoses and evaluates speech and language skills as related to educational, medical, social and psychological factors.
- 2) Plans, directs or conducts habilitative and rehabilitative treatment programs to restore communicative efficiency of individuals with communication problems of organic and non-organic etiology.
- 3) Provides counseling and guidance and language development therapy to handicapped individuals.
- 4) Reviews individual file to obtain background information prior to evaluation to determine appropriate tests and to ensure that adequate information is available. Administers, scores and interprets specialized hearing and speech tests. Develops and implements individualized plans for assigned clients to meet individual needs, interests and abilities.
- 5) Evaluates and monitors individuals, using audio-visual equipment, such as tape recorders, overhead projectors, filmstrips and demonstrative materials. Reviews treatment plan and assesses individual performance to modify, change or write new programs.
- 6) Maintains records as required by law, establishment's policy and administrative regulations.

- 7) Attends meetings and conferences and participates in other activities to promote professional growth. Instructs individuals to monitor their own speech and provides ways to practice new skills.
- 8) Acts as consultant to educational, medical and other professional groups. May conduct research to develop diagnostic and remedial techniques.
- 9) Teaches manual sign language to student incapable of speaking.
- 10) Instructs staff in use of special equipment designed to serve handicapped.

ALLIED HEALTH (BIOMEDICAL SCIENCE)

Level 4

*O***ccupational definition for BIOMEDICAL EQUIPMENT TECHNICIAN**

A Biomedical Equipment Technician is designated to repairs calibrate and maintain medical equipment and instrumentation used in health-care delivery field.

In particular he/she:

- 1) Inspects and installs medical equipment use by physicians, nurses, scientists or engineers involved in researching, monitoring, diagnosing and treating physical ailments or dysfunctions.
- 2) Services various equipment and apparatus, such as patient monitors, electrocardiographs, blood-gas analyzers, x-ray units, defibrillators, electrosurgical units, anesthesia apparatus, pacemakers, blood-pressure transducers, Spiro meters, sterilizers, diathermy equipment, in-house television systems and patient-care computers.
- 3) Repairs, calibrates and maintains equipment.
- 4) Safety-tests medical equipment and health-care facility's structural environment to ensure safety.
- 5) Consults with medical or research staff to ascertain that equipment functions properly and safely, utilizing knowledge of electronics, medical terminology, human anatomy and physiology, chemistry and physics.

ALLIED HEALTH (CHIROPODY)

Level 4

*O*ccupational definition for **CHIROPRACTOR**

A Chiropractor is designated to adjust spinal column and other articulations of the body to prevent disease and correct abnormalities of the human body believed to be caused by interference with the nervous system.

In particular he/she:

- 1) Examines patient to determine nature and extent of disorder.
- 2) Manipulates spinal column and other extremities to adjust, align or correct abnormalities caused by neurologic and kinetic articular dysfunction.
- 3) Utilizes supplementary measures, such as exercise, rest, water, light, heat and nutritional therapy.
- 4) Performs diagnostic procedures, including physical, neurologic and orthopedic examinations and laboratory tests, using instruments and equipment such as x-ray machine and electrocardiograph.
- 5) Monitors patients during physical workouts to prevent overexertion and/or injury.

ALLIED HEALTH (DIALYSIS)

Level 4

*O***ccupational definition for DIALYSIS TECHNICIAN**

A Dialysis Technician is designated to set up and operate hemodialysis machine to provide dialysis treatment for patients with kidney failure.

In particular he/she:

- 1) Starts blood flow at prescribed rate.
- 2) Inspects equipment settings, including pressure, conductivity and temperature to ensure conformance to safety standards.
- 3) Attaches tubing to assemble machine for use.
- 4) Mixes solution according to formula and primes equipment.
- 5) Calculates fluid removal or replacement to be achieved during dialysis procedure.
- 6) Monitors patient for adverse reaction and machine malfunction.
- 7) Cleans area of access with antiseptic solution. Connects patient to machine, using needle or catheter.
- 8) Records patients predialysis and postdialysis weight, temperature, and blood pressure.
- 9) Explains procedures and operation of equipment to patient.
- 10) Transports patients to and from treatment room.

ALLIED HEALTH (ELECTROCARDIOGRAPH)

Level 4

*O***ccupational definition for ELECTROCARDIOGRAPH**

An Electrocardiograph Technician is designated to record electromotive variations in heart muscle using electrocardiograph, to provide data for diagnosis of heart ailments.

In particular he/she:

- 1) Moves electrodes along specified area of chest to produce electrocardiogram and record electromotive variations occurring in different areas of heart muscle.
- 2) Connects electrode leads to EKG machine and starts machine to record pulse from electrodes.
- 3) Monitors electrocardiogram to identify abnormal heart rhythm patterns.
- 4) Keys information into machine or presses button to mark tracing paper to indicate positions of chest electrodes.
- 5) Obtains information from patient for electrocardiograph records, including patient identification, brief history and medication used.
- 6) Attaches electrodes to specified locations on patient, such as chest, arms and legs.
- 7) Enters patient data into computer for analysis of tracing.
- 8) Attaches electrodes of Holter monitor (electrocardiograph) to patient to record data over extended period of time.
- 9) Explains test procedures and gives instructions to patient.

ALLIED HEALTH (KINESIOTHERAPY)

Level 4

*O***ccupational definition for KINESIOTHERAPIST**

A Kinesiotherapist is designated to administer the health care of musculoskeletal, neurological, ergonomic, biomechanical, psychosocial and task specific functional tests and measures.

In particular he/she:

- 1) Determines the appropriate evaluation tools and interventions necessary to establish in collaboration with the client, a goal specific treatment plan.
- 2) Develops and implements treatment plan, assessment of progress toward goals, modification as necessary to achieve goals and outcomes and client education.
- 3) Obtains detailed information from the client and the clinical record regarding the specific history that resulted in the referral for treatment.
- 4) Records and analyzes the data, develops an appropriate treatment plan in conjunction with the client.
- 5) Communicates with the referring practitioner regarding the proposed treatment.
- 6) Educates the client and caregiver on techniques to enhance neuromusculoskeletal, psychomotor and psychosocial well being.

ALLIED HEALTH (MEDICAL LABORATORY)

Level 4

***O*ccupational definition for MEDICAL LABORATORY TECHNOLOGIST**

A Medical Laboratory Technologist is designated to supervise and coordinate activities of workers engaged in laboratory testing.

In particular he/she:

- 1) Cuts, stains and mounts biological material on slides for microscopic study and diagnosis, following standard laboratory procedures.
- 2) Examines slides under microscope to detect deviations from norm and to report abnormalities for further study.
- 3) Analyzes samples of biological material for chemical content or reaction.
- 4) Selects and prepares specimen and media for cell culture, using aseptic technique and knowledge of medium components and cell requirements.
- 5) Harvests cell culture at optimum time sequence based on knowledge of cell cycle differences and culture conditions.
- 6) Prepares slide of cell culture to identify chromosomes, views and photographs slide under photomicroscope and prints picture.
- 7) Cultivates, isolates and assists in identifying microbial organisms and performs various tests on these micro-organisms.

- 8) Examines and tests human, animal or other materials for microbial organisms.
- 9) Conducts chemical analysis of body fluids, including blood, urine and spinal fluid, to determine presence of normal and abnormal components.
- 10) Performs tests to determine blood group, type and compatibility for transfusion purposes.
- 11) Studies blood cells, number of blood cells and morphology, using microscopic technique.
- 12) Cuts images of chromosomes from photograph and identifies and arranges them in numbered pairs on karyotype chart, using standard practices.
- 13) Communicates with physicians, family members and researchers requesting technical information regarding test results.
- 14) Calibrates and maintains equipment used in quantitative and qualitative analysis, such as spectrophotometers, calorimeters, flame photometers and computer-controlled analyzers.
- 15) Enters analysis of medical tests and clinical results into computer for storage.

ALLIED HEALTH (NUCLEAR MEDICINE TECHNOLOGY)

Level 4

***O*ccupational definition for NUCLEAR MEDICINE TECHNOLOGIST**

A Nuclear Medicine Technologist is designated to prepare, measure and administer radiopharmaceuticals in diagnostic and therapeutic studies, utilizing variety of equipment and following prescribed procedures.

In particular he/she:

- 1) Administers radiopharmaceuticals or radiation to patient to detect or treat diseases, using radioisotope equipment, under direction of physician.
- 2) Calculates, measures, prepares and records radiation dosage or radiopharmaceuticals, using computer and following physician's prescription and x-rays.
- 3) Measures glandular activity, blood volume, red cell survival and radioactivity of patient, using scanners, Geiger counters, scintillometers and other laboratory equipment.
- 4) Positions radiation fields, radiation beams and patient to develop most effective treatment of patient's disease, using computer.
- 5) Maintains and calibrates radioisotope and laboratory equipment.
- 6) Develops treatment procedures for nuclear medicine treatment programs.
- 7) Disposes of radioactive materials and stores radiopharmaceuticals, following radiation safety procedures.

ALLIED HEALTH (OCCUPATIONAL THERAPY)

Level 4

*O***ccupational definition for OCCUPATIONAL THERAPIST**

An Occupational Therapist is designated to plan, organize and participate in medically-oriented occupational programs in hospital or similar institution to rehabilitate patients who are physically or mentally ill.

In particular he/she:

- 1) Plans, organizes and conducts occupational therapy program in hospital, institutional or community setting.
- 2) Plans programs and social activities to help patients learn work skills and adjust to handicaps.
- 3) Selects activities which will help individual learn work skills within limits of individual's mental and physical capabilities.
- 4) Teaches individuals skills and techniques required for participation in activities and evaluates individual's progress.
- 5) Recommends changes in individual's work or living environment, consistent with needs and capabilities.
- 6) Consults with rehabilitation team to select activity programs and coordinate occupational therapy with other therapeutic activities.
- 7) Lays out materials for individual's use and cleans and repairs tools after therapy sessions.
- 8) Requisitions supplies and equipment.
- 9) Designs and constructs special equipment, such as splints and braces.
- 10) Trains nurses and other medical staff in therapy techniques and objectives.
- 11) Completes and maintains necessary records.

ALLIED HEALTH (PHARMACY)

Level 4

*O***ccupational definition for ASSISTANT PHARMACIST**

An Assistant Pharmacist is designated to fill orders for unit doses and prepackaged pharmaceuticals and perform other related duties under the supervision and direction of a pharmacist.

In particular he/she:

- 1) Assists pharmacist to prepare and dispense medication.
- 2) Mixes pharmaceutical preparations, fills bottles with prescribed tablets and capsules and types labels for bottles.
- 3) Processes records of medication and equipment dispensed to hospital patient, computes charges and enters data in computer.
- 4) Receives and stores incoming supplies.
- 5) Counts stock and enters data in computer to maintain inventory records.
- 6) Prepares intravenous packs, using sterile technique, under supervision of hospital pharmacist.
- 7) Cleans equipment and sterilizes glassware according to prescribed methods.

ALLIED HEALTH (PHLEBOTOMY)

Level 4

*O*ccupational definition for PHLEBOTOMIST

A Phlebotomist is designated to draw blood from patients or donors in hospital, blood bank or similar facility for analysis or other medical purposes.

In particular he/she:

- 1) Assembles equipment for drawing blood, such as needles, tourniquet, gauze, blood collection devices, cotton and alcohol, according to test or procedure requirements.
- 2) Applies tourniquet, inserts needle into vein or pricks finger, draws blood into collection bag or tube and applies treatment to puncture site.
- 3) Labels and stores blood containers.
- 4) Examines patients to take vital signs.
- 5) Conducts medical testing procedures to screen blood samples.
- 6) Conducts interviews to gather and record patient information such as medical and personal history.
- 7) Converses with patient or donor to explain and allay fears of procedure.

ALLIED HEALTH (PHYSICAL THERAPY)

Level 4

*O***ccupational definition for PHYSIOTHERAPIST**

A Physiotherapist is designated to Apply techniques and treatments that help relieve pain, increase the patient's strength and decrease or prevent deformity and crippling.

In particular he/she:

- 1) Administers manual exercises to improve and maintain function.
- 2) Administers treatment involving application of physical agents, using equipment, moist packs, ultraviolet and infrared lamps and ultrasound machines.
- 3) Administers massage, applying knowledge of massage techniques and body physiology.
- 4) Administers traction to relieve pain, using traction equipment.
- 5) Instructs, motivates and assists patient to perform various physical activities and use supportive devices, such as crutches, canes and prostheses.
- 6) Evaluates effects of treatment at various stages and adjusts treatments to achieve maximum benefit.
- 7) Tests and measures patient's strength, motor development, sensory perception, functional capacity and respiratory and circulatory efficiency and records data.
- 8) Reviews physician's referral and patient's condition and medical records to determine physical therapy treatment required.
- 9) Plans and prepares written treatment program based on evaluation of patient data.

- 10) Instructs patient and family in treatment procedures to be continued at home.
- 11) Evaluates, fits and adjusts prosthetic and orthotic devices and recommends modification to orthotist.
- 12) Confers with medical practitioners to obtain additional information, suggest revisions in treatment and integrate physical therapy into patient's care.
- 13) Records treatment, response and progress in patient's chart or enters information into computer.

ALLIED HEALTH (RADIATION THERAPY)

Level 4

*O***ccupational definition for RADIATION THERAPIST**

A Radiation Therapist is designated to provide radiation therapy to patients as prescribed by a radiologist according to established practices and standards.

In particular he/she:

- 1) Reviews prescription, diagnosis, patient chart and identification.
- 2) Acts as liaison with physician and supportive care personnel.
- 3) Maintains records, reports and files as required.
- 4) Prepares equipment, such as immobilization, treatment and protection devices and positions patient according to prescription.
- 5) Assist in dosimetry procedures and tumor localization.
- 6) Enters data into computer and sets controls to operate and adjust equipment and regulate dosage.
- 7) Follows principles of radiation protection for patient, self and others.
- 8) Observes and reassures patient during treatment and reports unusual reactions to physician.
- 9) Photographs treated area of patient and processes film.

ALLIED HEALTH (RADIOLOGY TECHNOLOGY)

Level 4

*O*ccupational definition for RADIOGRAPHER

A Radiographer is designated to take X-rays and CAT scans or administer non-radioactive materials into patient's blood stream for diagnostic purposes.

In particular he/she:

- 1) Operates or oversees operation of radiologic and magnetic imaging equipment to produce photographs of the body for diagnostic purposes.
- 2) Administers oral or injected contrast media to patients.
- 3) Operates fluoroscope to aid physician to view and guide wire or catheter through blood vessels to area of interest.
- 4) Positions imaging equipment and adjusts controls to set exposure time and distance, according to specification of examination.
- 5) Keys commands and data into computer to document and specify scan sequences, adjust transmitters and receivers or photograph certain images.
- 6) Monitors video display of area being scanned and adjusts density or contrast to improve picture quality.
- 7) Monitors use of radiation safety measures to comply with government regulations and to ensure safety of patients and staff.
- 8) Positions and immobilizes patient on examining table.
- 9) Reviews and evaluates developed x-rays, video tape or computer generated information for technical quality.

- 10) Explains procedures and observes patients to ensure safety and comfort during scan.
- 11) Demonstrates new equipment, procedures and techniques and provides technical assistance to staff.
- 12) Assigns duties to radiologic staff to maintain patient flows and achieve production goals.

ALLIED HEALTH (RESPIRATORY THERAPY)

Level 4

*O***ccupational definition for RESPIRATORY THERAPIST**

A Respiratory Therapist is designated to set up and operate various types of equipment such as ventilators, oxygen tents, resuscitators and incubators to administer oxygen and other gases to patients.

In particular he/she:

- 1) Sets up and operates devices, such as mechanical ventilators, therapeutic gas administration apparatus, environmental control systems and aerosol generators.
- 2) Operates equipment to administer medicinal gases and aerosol drugs to patients following specified parameters of treatment.
- 3) Reads prescription, measures arterial blood gases and reviews patient information to assess patient condition.
- 4) Monitors patient's physiological responses to therapy, such as vital signs, arterial blood gases and blood chemistry changes.
- 5) Performs pulmonary function and adjusts equipment to obtain optimum results to therapy.
- 6) Inspects and tests respiratory therapy equipment to ensure equipment is functioning safely and efficiently.
- 7) Determines requirements for treatment, such as type and duration of therapy and medication and dosages.
- 8) Determines most suitable method of administering inhalants, precautions to be observed and potential modifications needed, compatible with physician's orders.
- 9) Performs bronchopulmonary drainage and assists patient in performing breathing exercises.

- 10) Consults with physician in event of adverse reactions.
- 11) Maintains patient's chart that contains pertinent identification and therapy information.
- 12) Orders repairs when necessary.
- 13) Demonstrates respiratory care procedures to trainees and other health care personnel.

ALLIED HEALTH (SPORT SCIENCE)

Level 4

*O***ccupational definition for ATHLETIC TRAINER**

An Athletic Trainer is designated to evaluate, advise and treat athletes to maintain physical fitness.

In particular he/she:

- 1) Evaluates physical condition of athletes and advises or prescribes routine and corrective exercises to strengthen muscles.
- 2) Recommends special diets to improve health, increase stamina and reduce weight of athletes.
- 3) Wraps ankles, fingers, wrists or other body parts with synthetic skin, gauze or adhesive tape to support muscles and ligaments.
- 4) Administers emergency first aid, treats minor chronic disabilities or refers injured person to physician.
- 5) Massages body parts to relieve soreness, strains and bruises.

ALLIED HEALTH (ULTRASOUND)

Level 4

*O***ccupational definition for CARDIOLOGY TECHNOLOGIST**

A Cardiology Technologist is designated to conduct tests on pulmonary and/or cardiovascular systems of patients for diagnostic purposes.

In particular he/she:

- 1) Operates diagnostic imaging equipment to produce contrast enhanced radiographs of heart and cardiovascular system.
- 2) Activates fluoroscope and camera to produce images used to guide catheter through cardiovascular system.
- 3) Conducts electrocardiogram, phonocardiogram, echocardiogram, stress testing and other cardiovascular tests, using specialized electronic test equipment, recording devices and laboratory instruments.
- 4) Conducts tests of pulmonary system, using spirometer and other respiratory testing equipment.
- 5) Observes gauges, recorder and video screens of data analysis system, during imaging of cardiovascular system.
- 6) Operates monitor to measure and record functions of cardiovascular and pulmonary systems, as part of cardiac catheterization team.
- 7) Records variations in action of heart muscle, using electrocardiograph.
- 8) Records analyses of heart and related structures, using ultrasound equipment.
- 9) Observes ultrasound display screen and listens to signals to acquire data for measurement of blood flow velocities.

- 10) Assesses cardiac physiology and calculates valve areas from blood flow velocity measurements.
- 11) Enters factors such as amount and quality of radiation beam and filming sequence, into computer.
- 12) Alerts physician to abnormalities or changes in patient responses.
- 13) Adjusts equipment and controls according to physicians orders or established protocol.
- 14) Explains testing procedures to patient to obtain cooperation and reduce anxiety.
- 15) Records test results and other data into patient's record and prepares and positions patients for testing.

ALLIED HEALTH (ULTRASOUND)

Level 4

*O***ccupational definition for ULTRASOUND TECHNOLOGIST**

An Ultrasound Technologist is designated to produce two-dimensional ultrasonic recordings of internal organs, using ultrasound equipment, for use by physician in diagnosis of disease and study of malfunction of organs.

In particular he/she:

- 1) Selects equipment for use in ultrasound setup according to specifications of examination.
- 2) Explains process to patient and instructs and assists patient in assuming physical position for examination.
- 3) Selects transducer and adjusts equipment controls according to organ to be examined, depth of field and other specifications of test. Keys test data and patient information into computer of ultrasound equipment to maintain record of test results.
- 4) Moves transducer, by hand, over specified area of body and observes sound wave display screen to monitor quality of ultrasonic pattern produced.
- 5) Starts equipment which produces images of internal organs and records diagnostic data on magnetic tape, computer disk, strip print out, or film.

ALLIED HEALTH (AUDIOLOGY & SPEECH)

Level 5

*O***ccupational definition for AUDIOLOGIST**

An Audiologist is designated to determine type and degree of hearing impairment and implements habilitation and rehabilitation services for patient.

In particular he/she:

- 1) Administers and interprets variety of tests, such as air and bone conduction and speech reception and discrimination tests.
- 2) Determine type and degree of hearing impairment, site of damage and effects on comprehension and speech.
- 3) Evaluates test results in relation to behavioral, social, educational, and medical information obtained from patients, families, teachers, speech therapist and other professionals to determine communication problems related to hearing disability.
- 4) Plans and implements prevention, habilitation or rehabilitation services, including hearing aid selection and orientation, counseling, auditory training, lip reading, language habilitation, speech conservation and other treatment programs developed in consultation with other professionals.
- 5) Refers patient to physician or surgeon if medical treatment is determined necessary.
- 6) Conducts research in physiology, pathology, biophysics or psychophysics of auditory systems or design and develop clinical and research procedures and apparatus.
- 7) Acts as consultant to educational, medical, legal and other professional groups.
- 8) Teaches art and science of audiology and direct scientific projects.

ALLIED HEALTH (MEDICAL LABORATORY)

Level 5

*O***ccupational definition for MEDICAL SCIENTIST**

A Medical Scientist is designated to conduct research dealing with the understanding of human diseases and the improvement of human health and engage in clinical investigation.

In particular he/she:

- 1) Plans and directs studies to investigate human or animal disease, preventive methods and treatments for disease.
- 2) Analyzes data, applying statistical techniques and scientific knowledge, prepares reports and presents findings.
- 3) Investigates cause, progress, life cycle or mode of transmission of diseases or parasites.
- 4) Studies effects of drugs, gases, pesticides, parasites or micro-organisms or health and physiological processes of animals and humans.
- 5) Conducts research to develop methodologies, instrumentation or identification, diagnosing and treatment procedures for medical application.
- 6) Plans methodological design of research study and arranges for data collection.
- 7) Examines organs, tissues, cell structures or micro-organisms by systematic observation or using microscope.
- 8) Consults with and advises physicians, educators, researchers and others regarding medical applications of sciences, such as physics, biology and chemistry.

- 9) Prepares and analyzes samples for toxicity, bacteria or microorganisms or to study cell structure and properties.
- 10) Confers with health department, industry personnel, physicians and others to develop health safety standards and programs to improve public health.
- 11) Standardizes drug dosages, methods of immunization and procedures for manufacture of drugs and medicinal compounds.
- 12) Teaches principles of medicine and medical and laboratory procedures to physicians, residents, students and technicians.
- 13) Supervises activities of clerical and statistical or laboratory personnel.

ALLIED HEALTH (MEDICAL LABORATORY)

Level 5

*O***ccupational definition for MEDICAL LABORATORY MANAGER**

A Medical Laboratory Manager is designated to directs and coordinates activities of workers engaged in performing chemical, microscopic and bacteriologic tests to obtain data for use in diagnosis and treatment of diseases.

In particular he/she:

- 1) Assigns workers to duties and oversees performance of tests in fields of microbiology, chemistry, histology, hematology, immunohematology and serology.
- 2) Purchases or directs purchase of laboratory equipment and supplies.
- 3) Reviews test results to ensure quality control.
- 4) Coordinates and conducts education and training programs for medical technology students and personnel.
- 5) Supervises laboratory's staff and plans activities.

ALLIED HEALTH (NUTRITION & DIETETICS)

Level 5

*O***ccupational definition for NUTRITIONIST**

A Nutritionist is designated to plan, organize, coordinate and evaluate nutritional component of health care services for organization.

In particular he/she:

- 1) Develops and implements plan of care based on assessment of nutritional needs and available sources and correlates plan with other health care.
- 2) Evaluates nutritional care and provides follow up continuity of care.
- 3) Instructs individuals and families in nutritional principles, diet, food selection and economics and adapts teaching plans to individual life style.
- 4) Provides consultation to and works with community groups.
- 5) Conducts or participates in in-service education and consultation with professional staff and supporting personnel of own and related organizations.
- 6) Plans or participates in development of program proposals for funding.
- 7) Plans, conducts and evaluates dietary studies and participates in nutritional and epidemiologic studies with nutritional component.
- 8) Evaluates food service systems and makes recommendation for conformance level that will provide optional nutrition and quality food if associated with group care institutions.

ALLIED HEALTH (NUTRITION & DIETETICS)

Level 5

*O***ccupational definition for DIETITIAN**

A Dietitian is designated to organize, plan and conduct food service or nutritional programs to assist in promotion of health and control of disease.

In particular he/she:

- 1) Develops and implements dietary-care plans based on assessments of nutritional needs, diet restrictions and other current health plans.
- 2) Consults with physicians and health care personnel to determine nutritional needs and diet restrictions of patient or client.
- 3) Instructs patients and their families in nutritional principles, dietary plans and food selection and preparation.
- 4) Monitors food service operations and ensures conformance to nutritional and quality standards.
- 5) Plans, organizes and conducts training programs in dietetics, nutrition and institutional management and administration for medical students and hospital personnel.
- 6) Supervises activities of workers engaged in planning, preparing and serving meals.
- 7) Evaluates nutritional care plans and provides follow-up on continuity of care.
- 8) Plans, conducts and evaluates dietary, nutritional and epidemiological research and analyzes findings for practical applications.
- 9) Inspects meals served for conformance to prescribed diets and standards of palatability and appearance.

- 10) Develops curriculum and prepares manuals, visual aids, course outlines and other materials used in teaching.
- 11) Writes research reports and other publications to document and communicate research findings.
- 12) Confers with design, building and equipment personnel to plan for construction and remodeling of food service units.

ALLIED HEALTH (OPTOMETRY)

Level 5

*O***ccupational definition for OPTOMETRIST**

An Optometrist is designated to diagnose, manage and treat conditions and diseases of the human eye and visual system.

In particular he/she:

- 1) Examines eyes to determine visual acuity and perception and to diagnose diseases and other abnormalities, such as glaucoma and color blindness.
- 2) Consults with and refers patients to ophthalmologist or other health care practitioner if additional medical treatment is determined necessary.
- 3) Examines eyes to determine nature and degree of vision problem or eye disease and prescribes corrective lenses or procedures.
- 4) Examines eyes and performs various tests to determine visual acuity and perception and to diagnose diseases and other abnormalities, such as glaucoma and color blindness.
- 5) Prescribes eye glasses, contact lenses and other vision aids or therapeutic procedures to correct or conserve vision.
- 6) Consults with and refers patients to Ophthalmologist or other health care practitioner if additional medical treatment is determined necessary.

ALLIED HEALTH (PHARMACY)

Level 5

*O***ccupational definition PHARMACIST**

An Optometrist is designated to compound and dispense medications following prescriptions issued by physicians, dentists or other authorized medical practitioners.

In particular he/she:

- 1) Compounds medications, using standard formulas and processes, such as weighing, measuring and mixing ingredients.
- 2) Compounds radioactive substances and reagents to prepare radiopharmaceutical, following radiopharmacy laboratory procedures.
- 3) Plans and implements procedures in pharmacy, such as mixing, packaging and labeling pharmaceuticals according to policies and legal requirements.
- 4) Reviews prescription to assure accuracy and determine ingredients needed and suitability of radiopharmaceutical prescriptions.
- 5) Answers questions and provides information to pharmacy customers on drug interactions, side effects, dosage and storage of pharmaceuticals.
- 6) Assays prepared radiopharmaceutical, using instruments and equipment to verify rate of drug disintegration and ensure patient receives required dose.

- 7) Calculates volume of radioactive pharmaceutical required to provide patient desired level of radioactivity at prescribed time.
- 8) Consults medical staff to advise on drug applications and characteristics and to review and evaluate quality and effectiveness of radiopharmaceuticals.
- 9) Maintains established procedures concerning quality assurance, security of controlled substances and disposal of hazardous waste.
- 10) Maintains records, such as pharmacy files, charge system, inventory, and control records for radioactive nuclei.
- 11) Oversees preparation and dispensation of experimental drugs.
- 12) Verifies that specified radioactive substance and reagent will give desired results in examination or treatment procedures.
- 13) Analyzes records to indicate prescribing trends and excessive usage.

ALLIED HEALTH (PSYCHOLOGY)

Level 5

*O***ccupational definition for PSYCHOLOGIST**

A Psychologist is designated to diagnose or evaluate mental and emotional disorders of individuals through observation, interview and psychological tests, and formulate and administer programs of treatment.

In particular he/she:

- 1) Observes individual at play, in group interactions or other situations to detect indications of mental deficiency, abnormal behavior or maladjustment.
- 2) Develops treatment plan, including type, frequency, intensity and duration of therapy, in collaboration with psychiatrist and other specialists.
- 3) Analyzes information to assess client problems, determine advisability of counseling and refer client to other specialists, institutions or support services.
- 4) Conducts individual and group counseling sessions regarding psychological or emotional problems, such as stress, substance abuse and family situations.
- 5) Interviews individuals, couples or families and reviews records to obtain information on medical, psychological, emotional, relationship, or other problems.
- 6) Selects, administers, scores and interprets psychological tests to obtain information on individual's intelligence, achievement, interest, and personality.
- 7) Utilizes treatment methods, such as psychotherapy, hypnosis, behavior modification, stress reduction therapy, psychodrama and play therapy.

- 8) Plans and develops accredited psychological service programs in psychiatric center or hospital, in collaboration with psychiatrists and other professional staff.
- 9) Consults reference material, such as textbooks, manuals and journals, to identify symptoms, make diagnoses and develop approach to treatment.
- 10) Assists clients to gain insight, define goals and plan action to achieve effective personal, social, educational and vocational development and adjustment.
- 11) Provides occupational, educational and other information to enable individual to formulate realistic educational and vocational plans.
- 12) Plans, supervises and conducts psychological research in fields such as personality development and diagnosis, treatment and prevention of mental disorders.
- 13) Directs, coordinates and evaluates activities of psychological staff and student interns engaged in patient evaluation and treatment in psychiatric facility.

ALLIED HEALTH (RADIOLOGIC TECHNOLOGY)

Level 5

*O***ccupational definition for PHYSICIST**

A Physicist is designated to apply knowledge and methodology of science of physics to all aspects of medicine, to address problems related to diagnosis and treatment of human disease.

In particular he/she:

- 1) Advises and consults with physicians in such applications as use of ionizing radiation in diagnosis, therapy, treatment planning with externally delivered radiation as well as use of internally implanted radioactive sources; complete subject of x-ray equipment, calibration, and dosimetry; medical uses of ultrasound and infrared; and bioelectrical investigation of brain and heart.
- 2) Formulates radiation protection guides and procedures specific to hospital environment.
- 3) Development of instrumentation for improved patient care and clinical service.
- 4) Plans, directs, conducts and participates in supporting programs to ensure effective and safe use of radiation and radionuclide in human beings by physician specialist.
- 5) Teaches principles of medical physics to physicians, residents, graduate students, medical students and technologists by means of lectures, problem solving and laboratory sessions.
- 6) Directs and participates in investigations of biophysical techniques associated with any branch of medicine.
- 7) Conducts research in development of diagnostic and remedial procedures and develops instrumentation for specific medical applications.

PUBLIC HEALTH

LEVEL 1

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LEVEL 2

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LEVEL 3

**ASSISTANT NURSE (MIDWIFERY)
PUBLIC HEALTH ASSISTANT**

LEVEL 4

**NURSE (PUBLIC HEALTH)
ASSISTANT ENVIRONMENTAL HEALTH OFFICER**

LEVEL 5

**OBSTETRICIAN & GYNECOLOGIST
SISTER (PUBLIC HEALTH)
MEDICAL OFFICER
FAMILY PHYSICIAN
PUBLIC HEALTH PHYSICIAN
ENVIRONMENTAL HEALTH OFFICER**

Occupational Definition

PUBLIC HEALTH (MOTHER AND CHILD HEALTH)

Level 3

***O*ccupational definition for ASSISTANT NURSE (MIDWIFERY)**

An Assistant Nurse (Midwifery) is designated to provide total care for pregnant women, from prenatal visits through to labor and delivery.

In particular he/she:

- 1) May work in a variety of settings including, hospitals, health maintenance organizations, private practices, birth centers, clinics and etc.
- 2) Provides primary health care throughout the course of a woman's reproductive life.
- 3) Provides primary care to women of childbearing age including prenatal care, labor and delivery care, care after birth, gynecological exams, newborn care, assistance with family planning decisions, preconception care and menopausal management.
- 4) Counseling in health maintenance and disease prevention.
- 5) Provides holistic, continuous care, safe clinical management, education and in some cases, primary care for women's health needs.
- 6) Provides medical care and treatment to obstetrical patients under supervision of Obstetrician.
- 7) Participates in initial examination of obstetrical patient and is assigned responsibility for care, treatment and delivery of patient.
- 8) Examines patient during pregnancy, utilizing physical findings, laboratory test results and patient's statements to evaluate condition and ensure that patient's progress is normal.
- 9) Discusses case with Obstetrician to assure observation of specified

practices.

- 10) Instructs patient in diet and prenatal health practices.
- 11) Delivers infant and performs postpartum examinations and treatments to ensure that patient and infant are responding normally.
- 12) When deviations from standard are encountered during pregnancy or delivery, administers stipulated emergency measures and arranges for immediate contact of Obstetrician.
- 13) Visits patient during postpartum period in hospital and at home to instruct patient in care of self and infant and examine patient.

PUBLIC HEALTH (INFECTIOUS DISEASE CONTROL)

Level 3

*O***ccupational definition for PUBLIC HEALTH ASSISTANT**

A Public Health Assistant is designated to maintain health and sanitation standards of the public.

In particular he/she:

- 1) Collects samples and sends to laboratory for analysis to detect disease or to determine purity and cleanliness of tested item.
- 2) Assists Environmental Health Officer to check credentials, licenses, or permits to ensure compliance with licensing requirements.
- 3) Inspects premises in response to complaints, license applications, undesirable conditions or violations of law.
- 4) Assists Environmental Health Officer to Impose quarantines because of contagious diseases or orders closing of establishments not conforming to health standards.
- 5) Assists Environmental Health Officer to develop health standards and programs.
- 6) Operates fogging machines in fogging exercises to prevent disease.
- 7) Interviews individuals to obtain information and evidence regarding communicable diseases or violations of health and sanitation regulations.

PUBLIC HEALTH (PRIMARY HEALTH)

Level 4

*O***ccupational definition for NURSE (PUBLIC HEALTH)**

A Nurse (Public Health) is designated to instruct individuals and families in health education and disease prevention in community health agency.

In particular he/she:

- 1) Visits homes to determine patient and family needs, develops plan to meet needs and provides nursing services.
- 2) Instructs family in care and rehabilitation of patient and in maintenance of health and prevention of disease for family members.
- 3) Gives treatments to patient following physician's instructions.
- 4) Assists community members and health field personnel to assess, plan for and provide needed health and related services.
- 5) Refers patients with social and emotional problems to other community agencies for assistance.
- 6) Teaches home nursing, maternal and child care and other subjects related to individual and community welfare.
- 7) Participates in programs to safeguard health of children, including child health conferences, school health, group instruction for parents and immunization programs.
- 8) Assists in preparation of special studies and in research programs.
- 9) Cooperates with families, community agencies and medical personnel to arrange for convalescent and rehabilitative care of sick or injured persons.

- 10) They educate about health care issues, disease prevention, nutrition, and childcare and also work with community leaders, teachers parents and physicians in community health education.
- 11) They focus on populations, working with individuals, groups and families to improve the overall health of communities.
- 12) Vaccinating preschoolers against childhood diseases, screening senior citizens for hypertension and auditing immunization records in local schools.
- 13) Visit homebound residents to administer flu shots and monitor medications.

PUBLIC HEALTH (INFECTIOUS DISEASE CONTROL)

Level 4

***O*ccupational definition for ASSISTANT ENVIRONMENTAL HEALTH OFFICER**

An Assistant Environmental Health Officer is designated to assist Environmental Health Officer to plan, develop and enforce health programs to maintain health and sanitation standards, regulations and procedures designed to protect the public.

In particular he/she:

- 1) Inspects facilities, equipment, accommodations, operating procedures and staff competence to ensure health and sanitation regulation compliance.
- 2) Investigates complaints concerning violations of public health laws or substandard products or service.
- 3) Interviews individuals to obtain information and evidence regarding communicable diseases or violations of health and sanitation regulations.
- 4) Collects samples and performs laboratory analyses to detect disease or to determine purity and cleanliness of tested item.
- 5) Examines credentials, licenses or permits to ensure compliance with licensing requirements.
- 6) Recommends corrective action or changes in facilities, standards or administrative methods in response to complaints, license applications, undesirable conditions or violations of law.
- 7) Imposes quarantines because of contagious diseases or orders closing of establishments not conforming to health standards.

- 8) Confers with school and state authorities and community groups to develop health standards and programs.
- 9) Reviews records and reports concerning laboratory results, staffing, personal references, floor plans, fire inspections and sanitation.
- 10) Collaborates with other personnel in investigations and in establishment of public health programs or testing procedures.
- 11) Informs individuals of specific regulations affecting establishments.
- 12) Prepares reports and documents of investigation data, activities, findings and recommendations for corrective measures.
- 13) Destroys or prohibits sale of unsafe food, drugs or consumer products.
- 14) Promotes public and environmental health programs.
- 15) Organizes and conducts training programs in environmental and health practices.

PUBLIC HEALTH (MOTHER AND CHILD HEALTH)

Level 5

*O***ccupational definition for OBSTETRICIAN & GYNECOLOGIST**

An Obstetrician & Gynecologist is designated to treat women during prenatal, natal and postnatal periods and diagnose and treat diseases and disorders of female genital, urinary and rectal organs.

In particular he/she:

- 1) Examines patient to ascertain condition, utilizing physical findings, laboratory results and patient's statements as diagnostic aids.
- 2) Determines need for modified diet and physical activities and recommends plan. Periodically examines patient, prescribing medication or surgery, if indicated.
- 3) Delivers infant and cares for mother for prescribed period of time following childbirth.
- 4) Performs cesarean section or other surgical procedure as needed to preserve patient's health and deliver infant safely.
- 5) Treats patients for diseases of generative organs.
- 6) Examines patient to determine medical problem, utilizing physical findings, diagnostic images, laboratory test results and patient's statements as diagnostic aids.
- 7) Discusses problem with patient and prescribes medication and exercise or hygiene regimen or performs surgery as needed to correct malfunctions or remove diseased organ.

PUBLIC HEALTH (MOTHER AND CHILD HEALTH)

Level 5

*O***ccupational definition for SISTER (PUBLIC HEALTH)**

A Sister (Public Health) is designated to supervise and coordinates activities of nursing personnel in community health agency.

In particular he/she:

- 1) Serves as liaison between staff and administrative personnel.
- 2) Develops standards and procedures for providing nursing care and for evaluating service.
- 3) Provides orientation, teaching and guidance to staff to improve quality and quantity of service.
- 4) Evaluates performance of personnel and interprets nursing standards to staff, advisory boards, nursing committees and community groups.
- 5) Recommends duty assignment of nursing personnel and coordinates services with other health and social agencies to render program more effective.
- 6) Reviews, evaluates and interprets nursing records, vital statistics and other data affecting health service in order to assess community needs and to plan and implement programs to meet these needs.
- 7) Assists in planning educational programs for nurses, related professional workers and community groups to meet needs of personnel and practitioners. Assists in preparation of agency budget.
- 8) May plan for and participate in field research related to community health nursing.

PUBLIC HEALTH (MOTHER AND CHILD HEALTH)

Level 5

*O***ccupational definition for MEDICAL OFFICER**

A Medical Officer is designated to diagnose illness and prescribe and administer treatment for injury and disease.

In particular he/she:

- 1) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 2) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 3) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 4) Explains procedures and discusses test results on prescribed treatments with patients.
- 5) Operates on patients to remove, repair or improve functioning of diseased or injured body parts and systems and delivers babies.
- 6) Collects, records and maintains patient information, such as medical history, reports and examination results.
- 7) Refers patient to medical specialist or other practitioner when necessary.
- 8) Advises patients and community concerning diet, activity, hygiene and disease prevention.

- 9) Plans, implements or administers health programs or standards in hospital, business or community for information, prevention or treatment of injury or illness.
- 10) Directs and coordinates activities of nurses, students, assistants, specialists, therapists and other medical staff.
- 11) Prepares reports for government or management of birth, death and disease statistics, workforce evaluations or medical status of individuals.
- 12) Conducts research to study anatomy and develop or test medications, treatments or procedures to prevent or control disease or injury.

PUBLIC HEALTH (PRIMARY HEALTH)

Level 5

*O***ccupational definition for FAMILY PHYSICIAN**

A Family Physician is designated to provide comprehensive medical services for members of family, regardless of age or sex on continuing basis.

In particular he/she:

- 1) Examines patients, using medical instruments and equipment.
- 2) Elicits and records information about patient's medical history.
- 3) Orders or executes various tests, analyses and diagnostic images to provide information on patient's condition.
- 4) Analyzes reports and findings of tests and examination and diagnoses condition of patient. Administers or prescribes treatments and medications.
- 5) Promotes health by advising patients concerning diet, hygiene, and methods for prevention of disease. Inoculates and vaccinates patients to immunize patients from communicable diseases.
- 6) Provides prenatal care to pregnant women, delivers babies and provides postnatal care to mothers and infants.
- 7) Refers patients to medical specialist for consultant services when necessary for patient's well-being.
- 8) Examines or conducts tests on patient to provide information on medical condition.
- 9) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.

- 10) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 11) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 12) Explains procedures and discusses test results on prescribed treatments with patients.
- 13) Collects, records and maintains patient information, such as medical history, reports and examination results.

PUBLIC HEALTH (INFECTIOUS DISEASE CONTROL)

Level 5

*O***ccupational definition for PUBLIC HEALTH PHYSICIAN**

A Public Health Physician is designated to plan and participate in medical care or research program in hospital, clinic or other public medical facility.

In particular he/she:

- 1) Provides medical care for eligible persons and institutes program of preventive health care in county, city or other government or civic division.
- 2) Gives vaccinations, imposes quarantines and establishes standards for hospitals, restaurants and other areas of possible danger.
- 3) May conduct research in particular areas of medicine to aid in cure and control of disease.
- 4) Examines or conducts tests on patient to provide information on medical condition.
- 5) Analyzes records, reports, test results or examination information to diagnose medical condition of patient.
- 6) Prescribes or administers treatment, therapy, medication, vaccination and other specialized medical care to treat or prevent illness, disease or injury.
- 7) Monitors patients condition and progress and re-evaluates treatments as necessary.
- 8) Explains procedures and discusses test results on prescribed treatments with patients.
- 9) Refers patient to medical specialist or other practitioner when necessary.

PUBLIC HEALTH (INFECTIOUS DISEASE CONTROL)

Level 5

*O***ccupational definition for ENVIRONMENTAL HEALTH OFFICER**

An Environmental Health Officer is designated to plan, develop and enforce health programs to maintain health and sanitation standards, regulations and procedures designed to protect the public.

In particular he/she:

- 1) Inspects facilities, equipment, accommodations, operating procedures and staff competence to ensure health and sanitation regulation compliance.
- 2) Investigates complaints concerning violations of public health laws or substandard products or service.
- 3) Interviews individuals to obtain information and evidence regarding communicable diseases or violations of health and sanitation regulations.
- 4) Collects samples and performs laboratory analyses to detect disease or to determine purity and cleanliness of tested item.
- 5) Examines credentials, licenses or permits to ensure compliance with licensing requirements.
- 6) Recommends corrective action or changes in facilities, standards, or administrative methods in response to complaints, license applications, undesirable conditions or violations of law.
- 7) Imposes quarantines because of contagious diseases or orders closing of establishments not conforming to health standards.
- 8) Confers with school and state authorities and community groups to develop health standards and programs.

- 9) Reviews records and reports concerning laboratory results, staffing, personal references, floor plans, fire inspections and sanitation.
- 10) Collaborates with other personnel in investigations and in establishment of public health programs or testing procedures.
- 11) Informs individuals of specific regulations affecting establishments.
- 12) Prepares reports and documents of investigation data, activities, findings and recommendations for corrective measures.
- 13) Destroys or prohibits sale of unsafe food, drugs or consumer products.
- 14) Promotes public and environmental health programs.
- 15) Organizes and conducts training programs in environmental and health practices.

DENTISTRY

LEVEL 1

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LEVEL 2

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LEVEL 3

DENTAL SURGERY ASSISTANT

LEVEL 4

DENTAL NURSE

DENTAL NURSE (MAXILLOFACIAL)

DENTAL NURSE (ORTHODONTICS)

DENTAL TECHNICIAN

DENTISTRY

LEVEL 5

ORAL AND MAXILLOFACIAL SURGEON

ORTHODONTIST

PEDODONTIST

PERIODONTIST

DENTIST

DENTAL SISTER (MAXILLOFACIAL)

DENTAL SISTER (ORTHODONTICS)

DENTISTRY (ORAL AND MAXILLOFACIAL SURGERY)

Level 3

*O***ccupational definition for DENTAL SURGERY ASSISTANT**

A Dental Surgery Assistant is designated to assist dentist at chair, set up patient and equipment, keep records and perform related duties as required.

In particular he/she:

- 1) Prepares patient, sterilizes and disinfects instruments, sets up instrument trays and prepares materials.
- 2) Assists dentist by holding and passing instruments during dental procedures.
- 3) Takes and records medical and dental histories and vital signs of patients.
- 4) Records treatment information in patient records.
- 5) Assists dentist in management of medical and dental emergencies.
- 6) Exposes dental diagnostic x-rays.
- 7) Applies protective coating of fluoride to teeth.
- 8) Provides postoperative instructions prescribed by dentist.
- 9) Cleans and polishes removable appliances.
- 10) Instructs patients in oral hygiene and plaque control programs.

DENTISTRY (ORAL AND MAXILLOFACIAL SURGERY)

Level 4

*O***ccupational definition for DENTAL NURSE**

A Dental Nurse is designated to support dentists in the healthcare of patients.

In particular he/she:

- 1) Prepares the dental surgery and ensuring that equipment and working areas are sterile.
- 2) Ensures the patient is comfortable during treatment.
- 3) Records dentist's observations.
- 4) Passes instruments to dentist during treatment.
- 5) Uses a suction device to remove saliva and debris from the patient's mouth.
- 6) Prepares materials for fillings and tidying the surgery.
- 7) Provides dental health care, in facilities such as schools, hospitals and industry.
- 8) Maintains stock of supplies.

DENTISTRY (ORAL AND MAXILLOFACIAL SURGERY)

Level 4

*O***ccupational definition for DENTAL NURSE (MAXILLOFACIAL)**

A Dental Nurse (Maxillofacial) is designated to assist Oral and Maxillofacial Surgeon in surgery on mouth, jaws and related head and neck structure.

In particular he/she:

- 1) Prepares the dental surgery and ensuring that equipment and working areas are sterile.
- 2) Makes sure the patient is comfortable during treatment.
- 3) Records Maxillofacial Surgeon's observations.
- 4) Passes instruments to dentist during treatment.
- 5) Uses a suction device to remove saliva and debris from the patient's mouth.
- 6) Prepares materials for fillings and tidying the surgery.
- 7) Maintains stock of supplies.

DENTISTRY (ORTHODONTICS)

Level 4

*O***ccupational definition for DENTAL NURSE (ORTHODONTICS)**

A Dental Nurse (Orthodontics) is designated to assist Orthodontist to examine, diagnose and treat dental malocclusions and oral cavity anomalies.

In particular he/she:

- 1) Prepares the treatment room and ensuring that equipment and working areas are sterile.
- 2) Makes sure the patient is comfortable during treatment.
- 3) Records Orthodontist's observations.
- 4) Passes instruments to dentist during treatment.
- 5) Uses a suction device to remove saliva and debris from the patient's mouth.
- 6) Prepares materials for fillings and tidying the surgery.
- 7) Maintains stock of supplies.

DENTISTRY (ORAL AND MAXILLOFACIAL SURGERY)

Level 4

*O*ccupational definition for **DENTAL TECHNICIAN**

A Dental Technician is designated to construct and repair full or partial dentures or dental appliances or apparatus, following prescriptions or specifications of dentists or orthodontists.

In particular he/she:

- 1) Fabricates dental appliances or apparatus, such as dentures, retainers or metal bands.
- 2) Rebuilds or replaces linings, wire sections and missing teeth to repair dentures.
- 3) Casts plastic, plaster and metal framework and removes mold from frame.
- 4) Reads prescription or specifications and examines models and impressions to determine design of dental products to be constructed.
- 5) Melts metals or mixes plaster, porcelain or acrylic paste and pours material into molds or over framework to form dental apparatus or prosthesis.
- 6) Shapes and solders wire and metal frames or bands for dental products, using soldering iron and hand tools.
- 7) Tests appliance for conformance to specifications and accuracy of occlusion, using articulator and micrometer.
- 8) Applies investments or mixtures, such as porcelain paste or wax, over prosthesis framework or setup, using brushes and spatula.
- 9) Removes excess mixture and investment and polishes surface of prosthesis or framework, using polishing machine.
- 10) Provides analytical and diagnostic services.

DENTISTRY (ORAL AND MAXILLOFACIAL SURGERY)

Level 5

*O***ccupational definition for ORAL AND MAXILLOFACIAL SURGEON**

An Oral and Maxillofacial Surgeon is designated to perform surgery on mouth, jaws and related head and neck structure.

In particular he/she:

- 1) Executes difficult and multiple extraction of teeth.
- 2) Removes tumors and other abnormal growths, using surgical instruments.
- 3) Performs preprosthetic surgery to prepare mouth for insertion of dental prosthesis.
- 4) Corrects abnormal jaw relations by mandibular or maxillary revision.
- 5) Treats fractures of jaws.
- 6) Administers general and local anesthetics.

DENTISTRY (ORTHODONTICS)

Level 5

*O*ccupational definition for **ORTHODONTIST**

An Orthodontist is designated to examine, diagnose and treat dental malocclusions and oral cavity anomalies. Design and fabricate appliances to realign teeth and jaws to produce and maintain normal function and to improve appearance.

In particular he/she:

- 1) Diagnoses teeth and jaw or other dental-facial abnormalities.
- 2) Plans treatment, using cephalometric, height and weight records, dental x-rays and front and lateral dental photographs.
- 3) Examines patient's mouth to determine position of teeth and jaw development.
- 4) Fits dental appliances in patients mouth to alter position and relationship of teeth and jaws and to realign teeth.
- 5) Adjusts dental appliances periodically to produce and maintain normal function.
- 6) Designs and fabricates appliances, such as space maintainers, retainers and labial and lingual arch wires.

DENTISTRY (PEDODONTICS)

Level 5

*O*ccupational definition for PEDODONTIST

A Pedodontist is designated to provide dental care for infants, children and adolescents.

In particular he/she:

- 1) Fabricates space maintainers designed for patients.
- 2) Treats primary and secondary teeth and constructs and places bridges, dentures and obturating appliances suitable for growing arches.
- 3) Manages patients with behavioral problems or handicapping conditions.
- 4) Counsels and advises patients and family on growth and development dental problems of patient.
- 5) Provides preventive services through use of fluorides and sealants and instructs patient and family members on dental care.

DENTISTRY (PERIODONTICS)

Level 5

*O*ccupational definition for **PERIODONTIST**

A Periodontist is designated to diagnose and treat inflammatory and destructive diseases of investing and supporting tissue of teeth.

In particular he/she:

- 1) Eliminates irritating margins of fillings and corrects occlusions, using dental instruments.
- 2) Restores natural color of teeth by bleaching, cleaning and polishing.
- 3) Performs surgical procedures to remove diseased tissue, using dental instruments.
- 4) Establishes recall treatment program to monitor oral health practices.
- 5) Examines teeth, gums and related tissues to determine condition, using dental instruments, x-ray and other diagnostic equipment.
- 6) Analyzes and evaluates dental needs to determine changes and trends in patterns of dental disease.
- 7) Produces and evaluates dental health educational materials.
- 8) Plans, organizes and maintains dental health programs.

DENTISTRY (PEDODONTICS)

Level 5

*O***ccupational definition for DENTIST**

A Dentist is designated to diagnose, prevent and treat problems of the teeth and tissue of the mouth.

In particular he/she:

- 1) Fills, extracts and replaces teeth, using rotary and hand instruments, dental appliances, medications and surgical implements.
- 2) Applies fluoride and sealants to teeth.
- 3) Treats exposure of pulp by pulp capping, removal of pulp from pulp chamber or root canal, using dental instruments.
- 4) Treats infected root canal and related tissues.
- 5) Fills pulp chamber and canal with endodontic materials.
- 6) Eliminates irritating margins of fillings and corrects occlusions, using dental instruments.
- 7) Examines teeth, gums and related tissues to determine condition, using dental instruments, x-ray and other diagnostic equipment.
- 8) Formulates plan of treatment for patient's teeth and mouth tissue.
- 9) Removes pathologic tissue or diseased tissue using surgical instruments.
- 10) Restores natural color of teeth by bleaching, cleaning and polishing.

- 11) Analyzes and evaluates dental needs to determine changes and trends in patterns of dental disease.
- 12) Counsels and advises patients about growth and development of dental problems and preventive oral health care services.
- 13) Fabricates prosthodontic appliances, such as space maintainers, bridges, dentures and obturating appliances.
- 14) Fits and adjusts prosthodontic appliances in patient's mouth.
- 15) Plans, organizes and maintains dental health programs.

DENTISTRY (ORAL AND MAXILLOFACIAL SURGERY)

Level 5

***O*ccupational definition for DENTAL SISTER (MAXILLOFACIAL)**

A Dental Sister (Maxillofacial) is designated to assist Oral and Maxillofacial Surgeon in surgery on mouth, jaws and related head and neck structure and to supervise dental nurses in the clinic.

In particular he/she:

- 1) Serves as liaison between staff and administrative personnel.
- 2) Develops standards and procedures for providing nursing care and for evaluating service.
- 3) Provides orientation, teaching and guidance to staff to improve quality and quantity of service.
- 4) Evaluates performance of personnel and interprets nursing standards to staff, advisory boards, nursing committees and community groups.
- 5) Prepares the dental surgery and ensuring that equipment and working areas are sterile.
- 6) Makes sure the patient is comfortable during treatment.
- 7) Records Maxillofacial Surgeon's observations.

DENTISTRY (ORTHODONTICS)

Level 5

*O***ccupational definition for DENTAL SISTER (ORTHODONTICS)**

A Dental Sister (Orthodontics) is designated to assist Orthodontist to examine, diagnose and treat dental malocclusions and oral cavity anomalies and to supervise dental nurses in the clinic.

In particular he/she:

- 1) Serves as liaison between staff and administrative personnel.
- 2) Develops standards and procedures for providing nursing care and for evaluating service.
- 3) Provides orientation, teaching and guidance to staff to improve quality and quantity of service.
- 4) Evaluates performance of personnel and interprets nursing standards to staff, advisory boards, nursing committees and community groups.
- 5) Prepares the treatment room and ensuring that equipment and working areas are sterile.
- 6) Makes sure the patient is comfortable during treatment.
- 7) Records Orthodontist's observations.

SUPPORT

LEVEL 1

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LEVEL 2

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LEVEL 3

MEDICAL RECORD CLERK

LEVEL 4

CATERING OFFICER

LEVEL 5

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SUPPORT (MEDICAL RECORD)

Level 3

*O***ccupational definition for MEDICAL RECORD CLERK**

A Medical Record Clerk is designated to compile, verify, type and file medical records of hospital or other health care facility.

In particular he/she:

- 1) Prepares folders and maintains records of newly admitted patients.
- 2) Reviews medical records for completeness, assembles records into standard order and files records in designated areas according to applicable alphabetic and numeric filing system.
- 3) Locates, signs out and delivers medical records requested by hospital departments.
- 4) Compiles statistical data, such as admissions, discharges, deaths, births and types of treatment given.
- 5) Operates computer to enter and retrieve data and type correspondence and reports.
- 6) May assist other workers with coding of records.

SUPPORT (CATERING)

Level 4

*O***ccupational definition for CATERING OFFICER**

A Catering Officer is designated to plan, direct and coordinate activities of food and beverages for a hospital and medical centre.

In particular he/she:

- 1) Monitors compliance with health and fire regulations regarding food preparation and serving and building maintenance in lodging and dining facility.
- 2) Organizes and directs worker training programs, resolves personnel problems, hires new staff and evaluates employee performance in dining and lodging facilities.
- 3) Coordinates assignments of cooking personnel to ensure economical use of food and timely preparation.
- 4) Monitors food preparation and methods, size of portions and garnishing and presentation of food to ensure food is prepared and presented in accepted manner.
- 5) Investigates and resolves complaints regarding food quality and service.
- 6) Reviews menus and analyzes recipes to determine labor and overhead costs and assigns prices to menu items.
- 7) Establishes and enforces nutrition standards for dining establishment based on accepted industry standards.
- 8) Keeps records required by government agencies regarding sanitation and regarding food subsidies where indicated.
- 9) Tests cooked food by tasting and smelling to ensure palatability and flavor conformity.
- 10) Creates specialty dishes and develops recipes to be used in dining facility.