Supervisor, Laboratory Services

Job Code 00001188

**General Description**
Responsible for providing laboratory results and supervision of medical staff in the student health center.

**Examples of Duties**
- Perform medical laboratory testing.
- Perform radiological exams.
- Report lab results and panic values.
- Give sample collection instructions to patients.
- Document patient information.
- Prepare lab reports.
- Collect and report lab and x-ray statistics.
- Monitor quality control and quality assurance for laboratory.
- Process purchase orders and monitor invoices.
- Monitor quality control and quality assurance requirements for x-ray.
- Supervise staff.
- Review CLIA and Texas Department of Health regulations to ensure compliance.
- Provide regular sexually transmitted disease and HIV reports to state Health Department.
- Perform other duties as assigned.

**Knowledge, Skills, and Abilities**

**Knowledge of:** Laboratory testing and radiological procedures; universal precautions, OSHA, CLIA regulations and standards; medical terminology, university policies and procedures.

**Skill in:** Completing lab reports and relating well with others.

**Ability to:** Understand complex formulas and interpret lab results; perform intermediate math; utilize computer software related to the lab.

**Experience and Education**
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

**Other Requirements**
Certified Pharmacy Technician or Registered Pharmacy Technician.