

**Volunteer Service Description**

<b><i>Position Title: Sterile Processing</i></b>	
<b><i>Objective:</i></b>	<b>To provide indirect patient services by assisting the Sterile Processing staff with basic handling of surgical instruments.</b>
<b><i>Hours:</i></b>	<b>Monday-Friday (one 3 hour shift per week)</b>
<b><i>Qualifications:</i></b>	<b>Previous experience with surgical instruments. May be obtained by schooling, military or prior on the job training. Must be able to lift 10 lbs.</b>
<b><i>Training:</i></b>	<b>Hospital orientation and specific departmental orientation.</b>
<b><i>Competencies:</i></b>	<b>Confidentiality Phone etiquette Works effectively with others Understanding and following directions (Once trained to dept.) can act without waiting for instructions</b>
<b><i>Responsibilities:</i></b>	<b>Work with staff in SPD in instrument area; includes but not limited to cleaning of used surgical instruments utilizing standard precautions. Rinsing used instruments, loading washer, and following instructions for preparing trays. Assist staff with other duties as assigned.</b>