

Position: Team Leader (Supervisor), Medical Device Reprocessing
Status: Temporary Full-Time (12 Months)
Department: Medical Device Reprocessing
Site: Mississauga Hospital, Credit Valley Hospital, Queensway Health Centre
Hours of Work/Shifts: Days, Afternoons, Nights (rotation)
Posted Date: Friday April 12, 2024 –Friday April 26, 2024 at 11:59PM EDT
Salary: \$68,750 - \$98,850 (salary band placement commensurate with experience)

A New Kind of Health Care for a Healthier Community. That's our mission at Trillium Health Partners (THP), one of the largest community-based acute care facilities in Canada. Comprised of the Credit Valley Hospital, the Mississauga Hospital and the Queensway Health Centre, along with several satellite locations, THP serves the growing and diverse populations of Mississauga, West Toronto and surrounding communities, and is a teaching hospital affiliated with the University of Toronto.

If you are passionate about your career, motivated to improve the health of the community, committed to excellence, quality and patient safety consider joining our Better Together team!

Job Description:

In accordance with the principles of infection prevention and control, decontamination, sterilization, aseptic technique, and established departmental objectives, policies, procedures, and standards, this position spends the majority of the time overseeing the current reprocessing operations by supervising and coordinating the daily work activities for designated medical device reprocessing personnel and performing related administrative duties. They serve as a resource person for personnel within and outside the department.

Responsibilities:

- Evaluating performance, determining related training and orientation requirements, monitoring compliance with quality assurance testing, and providing input to the manager (or designate) as required.
- Overseeing the setup and maintenance of the OR case cart system by verifying loaner medical device sets/ equipment as complete, received, processed, and returned and providing related feedback to the manager as required.
- Monitors and maintains inventory of equipment and supplies by performing duties such as making recommendations for changes to inventory levels, reordering, and adjusting of JITt/par levels as necessary. Maintains a library of equipment and supplies catalogues and places orders in conjunction with the buyer/ purchaser.
- Monitors expenditures and makes recommendations to Manager regarding budget(s) for the department.
- Oversees and updates standards and procedures, revises and implements policies and procedures, including those of the case cart system. Works collaboratively with the Manager to update departmental standards and procedures. Maintains a safe work environment by ensuring safety practices and procedures and adhered to.

- Oversees and monitors an equipment quality control program within the department.
- Monitors equipment performance and maintains performance records on an ongoing basis.
- Monitors, reports and addresses all quality elements of MDR practice and service delivery
- Is able to perform sterile supply duties, such as cleaning, decontamination, assembling, wrapping, sterilizing, and distribution of supplies and equipment to the OR and other areas of the hospital as required.
- Serves as resource person for user departments and reviews and revises quotas for ward supplies provided by the reprocessing department.
- Performs other duties as required.
- Strives to deliver the highest quality MDRD service to ensure safe patient care

Key Qualifications:

- Qualification from a recognized College is required
- Preference will be given to those candidates who have already attained Certification from CSA or IAHCMM.
- A minimum of 3 years recent experience in Medical Device Reprocessing required, along with a proven track record of competency
- Preference will be given to those candidates who have experience at a tertiary hospital.
- Knowledge and experience with the WHMIS Program required.
- Basic windows based applications is a requirement of this position.
- The successful candidate must be able to demonstrate excellent interpersonal and communications skills as well as have the ability to engage employees in learning and developing the required skills.
- Knowledge of surgical and medical terminology required
- Mathematical aptitude
- Effective communication, both verbal and written
- Ability to operate related equipment required
- Demonstrated ability to lead a high functioning team
- Experience in building a positive work environment and team based culture.

To pursue this career opportunity, please visit our website: www.trilliumhealthpartners.ca

Notes to applicants:

If you do not see yourself fully reflected in every job requirement listed on this posting, we still encourage you to reach out and apply. Research has shown candidates from underrepresented groups often only apply when they feel 100% qualified. We encourage applicants who are members of groups that have been marginalized on any grounds enumerated under the Ontario Human Rights Code to consider this opportunity.

Trillium Health Partners is an equal opportunity employer committed to fostering a healthy, safe and respectful environment for healing, based on our values compassion, excellence and courage. To be

Better Together, we commit to fostering a respectful workplace culture that promotes a safe and supportive environment for everyone who provides care, supports caregiving, receives care or visits the hospital.

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, Trillium Health Partners will provide accommodations throughout the recruitment and selection process to applicants with disabilities as required.

Applicants must be eligible to work in Canada. We would like to thank all applicants for their interest in this position, however, only those selected for an interview will be contacted. Trillium Health Partners is recognized under the French Language Services Act.

As a condition of employment, we require all staff to be fully vaccinated for COVID19, in addition to other vaccinations required by the Public Hospitals Act.