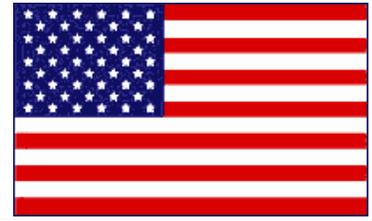




# PORTLAND VA MEDICAL CENTER

*Portland, Oregon Division*  
*Vancouver, Washington Division*  
**Community Based Outpatient Clinics**  
*Salem, OR Bend, OR*  
*Camp Rilea (Warrenton, OR)*



## **NOTICE OF VACANCY**

<b>1. <u>Announcement Number</u></b>  <p style="text-align: center;"><b>T38-09-0272-SJ</b></p>	<b>2. <u>Title, Series, Grade, Salary</u></b>  <p style="text-align: center;"> <b>Medical Technologist</b>  <b>(Ancillary Testing Coordinator)</b>  <small>FS</small>  <b>GS-644-11</b>  <b>\$64,403 to \$79,262 per annum</b>  <small>(Based on full-time employment)</small> </p>	<b>3. <u>Tour of Duty</u></b>  <p style="text-align: center;"><b>TDB</b></p>	<b>4. <u>Duty Station</u></b>  <p style="text-align: center;"> <b>Pathology &amp;</b>  <b>Laboratory Service,</b>  <b>Portland Division</b> </p>
<b>5. <u>Type &amp; Number of Vacancies</u></b>  <p style="text-align: center;"> <b>Permanent</b>  <b>1 Full-time position</b> </p>	<b>6. <u>Contact</u></b>  <p style="text-align: center;"> <b>Human Resources Assistant</b>  <b>503-273-5236</b> </p>	<b>7. <u>Opening Date</u></b>  <p style="text-align: center;"><b>9/8/09</b></p>	<b>8. <u>Closing Date</u></b>  <p style="text-align: center;"><b>10/6/09</b></p>

**WHO MAY APPLY TO THIS ANNOUNCEMENT:**

- Career or career conditional employees and permanent Title 38 employees of the Portland VA Medical Center eligible under the interchange Agreement. Included are permanent employees of the Willamette National Cemetery, Regional Office, Veterans Outreach Center and Veteran's Canteen.
- Any US Citizen

**MAJOR DUTIES:**

The incumbent is a qualified, experienced Medical Technologist who serves as the Ancillary Testing Coordinator for the Pathology and Laboratory Medicine Service. Ancillary testing is defined as laboratory testing or services within a VA Medical Center or its outreach functions including CBOC's that is performed outside the physical facilities of the main clinical laboratory. The incumbent serves as the technical advisor to all ancillary testing sites and as the principle coordinator for the Chief, Pathology and Laboratory Medicine Service, who is the compliance officer for all ancillary testing sites to ensure that requirements of accrediting and regulatory agencies are met. Incumbent acts as the technical supervisor for quality control, records control, proficiency testing, inspection and accreditation for ancillary testing on a hospital-wide basis and oversees the safe and accurate testing of patients in clinical settings. Develops a documentation plan for all ancillary testing sites as part of the PLMS overall continual readiness process for successful accreditation of ancillary testing. Coordinates the identification of the type and location of all ancillary testing sites including bedside testing sites and their designated directors within the medical center. Coordinates with the Chiefs of all clinical services that have ancillary testing sites, annual estimate on the number and types of ancillary testing analyzers and methods that are used in these laboratories. Updates the list as new methods and/or instruments are added or deleted. Assesses data needed, designs data collection procedures, identifies quality assurance monitors and indicators, and reviews all data analyzed with the Chief of service. Performs statistical analysis (variation, standard deviation, trend analysis) on quality control and quality assurance data collected to assist testing sites in identification, documentation, and corrective actions indicated by these data. Serves as a member of the Ancillary Testing Committee. Implements and monitors protocols established in M-2, part VI, chapter 10, "Ancillary Testing", for quality control, quality assurance, proficiency testing, linearity, instrument maintenance, and user competency for all testing. Assures compliance with the following patient test management requirements: a) detailed written or electronic test requisitions; b) a recording system for specimens submitted that documents each step in processing and testing patient specimens; c) adequate systems to report test results in a timely, accurate, and reliable manner; and d) adequate systems governing the maintenance, timing, and storage of test reports. Ensures that current mandatory hours of continuing education, training modules and additional education hours required by facility are complete

**THIS POSITION IS IN THE BARGAINING UNIT**

**QUALIFICATION REQUIREMENTS:**

**Eligibility:** Department of Veterans Affairs Qualifications Standards apply (VA Handbook 5005, Part II, Appendix G24) and may be reviewed in the Human Resources Management Service Office.

**Basic Requirements:**

- **Citizenship.** Citizenship of the United States.
- **Education and/or Experience Combination.** An associate's degree in laboratory science or medical laboratory technology from an accredited institution or an equivalent program composed of at least 60 semester hours, from an accredited institution that, at a minimum, includes either: (a) 24 semester hours of medical laboratory technology courses; or (b) 24 semester hours of science courses that includes 6 semester hours of chemistry; 6 semester hours

(Continued on next page)

of biology; and 12 semester hours of chemistry, biology, or medical laboratory technology in any combination; and have laboratory training that includes completion of a NAACLS approved clinical laboratory training program with at least 3 months documented laboratory training in each specialty that the individual performs high complexity testing. In addition to the associate's degree, must possess at least 3 years of directly related, full time work experience.

- **Certification.** All candidates must currently possess or be eligible for and pass within one year the appropriate certification examination as a medical technologist or clinical laboratory scientist given by the American Society of Clinical Pathology Board of Registry (ASCP-BOR), the National Credentialing Agency (NCA), American Association of Clinical Chemists (AACC) or American Medical Technologists (AMT), or the American Association of Bioanalysts (AAB).

(1) Non-certified applicants who otherwise meet the eligibility requirements for certification may be given a temporary appointment as a graduate medical technologist under the authority of 38 U.S.C. § 7405 (a) (1) (D). Failure to obtain certification during that period is justification for termination of the temporary appointment. This may result in termination of employment.

(2) **Loss of Credential.** An employee in this occupation who fails to obtain licensure/certification/registration within the required time frame, or who fails to maintain the required licensure/certification/registration must be removed from the occupation, which may also result in termination of employment.

#### **Requirements for GS-11:**

- **Experience.** MT's must have the equivalent of 1 year of creditable, progressively responsible experience comparable to the next lower grade level, and must fully meet the KSAs at that level. In addition, the candidate must demonstrate the following professional KSAs and demonstrate the potential to acquire the assignment specific KSAs as indicated by an asterisk (\*):**OR**

**Education.** Must have 3 full years of progressively higher-level graduate education or a Ph.D. or equivalent doctoral degree in medical technology or a directly related field, provided the applicant's total background demonstrates evidence of knowledge, skills, and abilities necessary to perform the work of the position to be filled.

#### **BASIS OF RATING: (Knowledge, Skills, Abilities (KSAs))**

***Applicants must demonstrate through their experience or education that they possess the following published KSAs (from VA Handbook 5005) for the grade at which they wish to apply:***

- (1) Knowledge of medical technology concepts, principles, practices, and methodologies sufficient to perform the full range of maintenance of both a technical and safety accreditation/testing program
- (2) Comprehensive knowledge to apply new scientific/technological developments and theories to laboratory testing and a grasp of complex laboratory testing issues.
- (3) Knowledge of mathematics and statistics as related to quality control, quality assurance, proficiency testing, inspection and accreditation, and continuous quality improvement.
- (4) Knowledge of the types of surveillance needed to monitor variables that affect quality of services and skill in evaluating, interpreting, and teaching others to use quality control procedures and implementing corrective actions.
- (5) Knowledge of federal, VHA, and state laws and regulations, reference standards, medicolegal responsibilities, and certifying and accrediting agency requirements to carry out the work in each ancillary testing site.

#### **CONDITIONS OF EMPLOYMENT:**

This is an Excepted Appointment. Excepted service positions have been excepted from the requirements of the competitive service by law, Executive Order, or by OPM regulation (5 USC 2103 and 5 CFR part 213). Public law No. 108-170 converts this occupational series from the competitive civil service to the Hybrid Title 38 employment system.

Applicants without prior federal service will be appointed at step one of the grade

Although the duty station is shown in this announcement, it may be necessary to utilize the selected person's services at a different location within the Portland VA Medical Center commuting area if conditions require it in the future

Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire noncitizens only in very limited circumstances where there are no qualified citizens available for the position.

All information submitted to this VA Medical Center is subject to verification by VetPro.

If you are a male born after December 31, 1959, and are at least 18 years of age, civil service employment law (5 U.S.C. 3328) requires that you must register with the Selective Service System, unless you meet certain exemptions.

A security clearance and a favorable suitability determination are required. Misconduct in prior employment, criminal, dishonest or disgraceful conduct, habitual use of intoxicating beverages, abuse of narcotics, drugs or other controlled substances, or reasonable doubt of loyalty to the United States are examples of reasons an offer of employment may be denied.

Public transit subsidy benefits are available. Carpooling assistance is provided. However, single occupancy parking is limited on main Portland campus.

Relocation incentive may be authorized.

Recruitment incentive may be authorized.

Moving expenses are NOT authorized.

Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion.

Applicants selected for this position may be appointed to a temporary appointment, NTE 13 months, pending completion of boarding process.

A drug test may be required for an applicant who is tentatively selected.

A pre-employment physical examination will be required for an applicant who is tentatively selected.

Applicants appointed to direct patient care positions must be proficient in spoken and written English as required by 38 USC 7402(d) and 7407(d).

[VACareers](#) has descriptions of all Title 38 Jobs and their benefits.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

It is the policy of the Department of Veterans Affairs that all Federal wage and salary payments are paid to employees by Direct Deposit/Electronic Funds Transfer (DD/EFT).

## **HOW TO APPLY:**

### **Portland VAMC Permanent Employees must submit:**

1. [VAF 4078, Application for Promotion or Reassignment](#)
2. MPQ – Merit Promotion Questionnaire is optional but recommended if you have qualifications pertaining to the position applied for but are not in your OPF

### **Other VA Permanent Employees must submit:**

1. [VA Form 10-2850c, Application for Associated Health Occupations](#)
2. Resume or CV
3. [OF-306, Declaration for Federal Employment](#)
4. Latest SF-50, Notification of Personnel Action
5. Copies of all current licenses
6. Latest performance appraisal

### **Non VA Applicants must submit:**

1. [VA Form 10-2850c, Application for Associated Health Occupations](#)
2. Resume or CV
3. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later).
4. Veterans Preference:
  - a. DD-214, Military Discharge Paper (member copy #4 for July 1979 or later editions) (For 5 Point Veteran's Preference).
  - b. [SF-15, Application for 10-point Veteran Preference](#) (December 2004 version or later)
  - c. VA letter of service-connected disability rating dated 1991 or later.
5. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).
6. Copies of all current licenses, registrations, or certifications (applicable to job).
7. **A copy of your college transcripts**

### **All application packets must be received in Human Resources by Close of Business (COB) on 10/6/09.**

Application forms may be obtained in Human Resources Office or on our external website,

<http://www.visn20.med.va.gov/Portland/mc/hr>

*Applications may be mailed to:*

Portland VA Medical Center, P4HRMS

**Attn: T38-09-0272-SJ**

PO Box 1034

Portland, OR 97207

*Or brought in person to:*

Portland VA Medical Center

3710 SW US Veterans Hospital Rd

Building 16, Room 300

Portland OR 97239

## **APPLICANT'S PLEASE NOTE:**

- Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement.). Therefore, applicants must report only attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.
- Applicants can verify accreditation at the following website: <http://www.ed.gov/admins/finaid/accred/index.html>. All education claimed by applicants will be verified by the appointing agency accordingly.
- Foreign Education: To receive credit for education completed outside the United States, you must show proof that the education has been submitted to a private organization that specializes in the interpretation of foreign educational credentials and such education has been deemed at least equivalent to that gained in conventional U.S. education programs.

## **IMPORTANT NOTICE ABOUT APPLICANT'S RESPONSIBILITY:**

- It is the applicant's responsibility to submit documentation to support his/her application for this position. Applicant is responsible for ensuring that all experience, formal training, award recognition, etc. are documented in the application package. Experience may include voluntary or other non-paid experience in the appropriate field. If you feel that your training record contains information pertinent to your qualifications, then you must submit a printed copy of your training record with your application package. Your training record will become part of the specific vacancy file and will not be filed in Official Personnel Folder. Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications.
- **It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept FAX, or emailed applications or applications in a US government envelope.**