



JOB TITLE	Audiologist, Licensed	WORK SCHEDULE	varies, non-exempt
DEPARTMENT	Audiology	REPORTING STAFF	none
SUPERVISOR	Director	POSITION NUMBER	21301

August 2003

This document reflects Idaho Elks Rehabilitation Hospital's best effort to describe the essential functions and essential qualifications of the position described. Nothing in this document is intended to exclude the opportunity for modifications or adjustment to the job or the manner of performing it consistent with the requirements to provide reasonable accommodation to the disabled. **With or without accommodation the essential functions must be performed.** Should you be unable to accomplish any function you may request reasonable accommodation pursuant to the American's with Disabilities Act and the Idaho Human Rights Act. If you are selected for an interview, you should present your request for reasonable accommodation accompanied by a description of how you propose to perform the essential functions.

The content of this document is not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

If you have any questions regarding this information, please contact the Employee Services Office.

IERH Core Values - the performance of **all** members of the Idaho Elks Rehabilitation Hospital team is based on the following requirements:

INTEGRITY - Demonstrate our ethics by telling the truth, keeping commitments, and having the courage to always do the right thing. We respect the privacy, property, and choices of everyone.

EXCELLENCE - Work as a team and support each other to help our patients achieve the best outcomes.

RESOURCEFULNESS - Challenge ourselves to provide the best care and treatment for our patients, creating new ways to reach goals through improved techniques, flexible management, and the efficient use of resources.

HUMANITY - Provide compassionate care for all who are in need of our services regardless of race, gender, national origin, religion, or ability to pay.

POSITION STATEMENT - Describes the general, overall purpose of the position.

Provides diagnostic and rehabilitative audiology services to patients; represent IERH audiology department as designated in a variety of placements and settings including professional concerns, public awareness, and marketing.

ESSENTIAL QUALIFICATIONS - Requirements an individual must meet in order to be eligible for the position, including knowledge, skills, education, experience, and certification/registration/licensure.

- Master's degree in Audiology, Au.D. or Ph.D. preferred.
- Licensed to work as an Audiologist in the state of Idaho.
- Ability to operate all audiological equipment (ABR, EcoG, ENG, OAE, Real Ear, Tympanometer, etc.).
- Extensive knowledge of use, modification, and repair of hearing instruments.
- Cochlear implant experience.
- Basic sign language skills.
- Excellent interpersonal and public communication skills.
- Computer literacy in a Windows environment.

ESSENTIAL JOB FUNCTIONS - Fundamental job duties that are essential because (1) the position exists to perform the function, (2) the number of employees available to perform the function is limited, or (3) the function is so highly specialized that the person is hired for his or her expertise or ability to perform the function.

- (75%) Provides diagnostic and rehabilitative services to a variety of patients; completes related documentation and orders hearing devices.
- (10%) Conducts out of hospital visits, professional presentations, and community education seminars related to audiology.
- (5%) Participates in development and implementation of new clinic programs and services; contributes to marketing in the department.
- (5%) Performs administrative duties including filling out patient billing, equipment maintenance and cleaning, stocking of hearing aids and supplies, and purchase orders.
- (4%) Targets, mediates, and resolves problems related to clinic issues.
- (1%) Performs additional duties deemed necessary to the position and its function.

IMPORTANT INFORMATION: The following three sections on physical requirements, environmental factors, and typical manner of accomplishing essential job functions, describes the anticipated typical means of accomplishing the essential functions of the job. Should you be unable to accomplish any function, or to perform in the manner described, you may request reasonable accommodation pursuant to the Americans with Disabilities Act and the Idaho Human Rights Act. Your request for reasonable accommodation may be made to the department manager or the Human Resource representative and needs to be accompanied by a description of how you propose to perform the essential function(s).

PHYSICAL REQUIREMENTS: In an average day the employee may be required to:

Activity	Not Required	Occasionally (1% - 33%)	Frequently (34% - 66%)	Continuously (67% - 100%)
Bend		x		
Squat		x		
Kneel		x		
Climb/Balance		x		
Push/Pull		x		
Reach Above Shoulder Level		x		
Lift From High/Low Position		x		

Explain: Moving patients, equipment, and supplies: Having to support patients during ENG/VNG procedures such as Hallpike and Positional tests.

	Not Required	Simple Grasping (Example: Writing)	Pushing/Pulling	Fine Manipulation (Example: Typing)
Repetitive Use Of Hands (Description Required):		Writing		Keyboarding

	Speech	Vision	Taste	Smell	Hearing
Sensory Requirements (Description Required):	Giving instructions and other verbal communications	Reading Occasional sign language			Receiving instructions and other verbal communications; hearing correct responses to verbal tests

ENVIRONMENTAL FACTORS: The employee can expect to encounter the following conditions:

Amount of Time Spent Inside: 95%		Amount of Time Spent Outside: 5%		
Temperature:	Normal Range: x	Extreme Cold:	Extreme Heat:	Extreme Temperature Changes: x

Comments:					
Humidity:	Wet/Humid:		Dry:	Normal Range: x	
Atmosphere Conditions:	Fumes: x	Odors: x	Dusts: x	Mists:	Gases: x
	Poor Ventilation:	Comments:			
Hazards:	Mechanical: x	Electrical: x	Burns:	Explosives:	Radiation:
	Other:	Comments:			
Respiratory and/or Skin Irritants: Some Comments:		Requires protective clothing or personal devices: Comments: PRN			
Stress due to:	Staffing requirements; working holidays, weekends, varied shifts: x		Supporting sick and dying patients and their families: x		Work load: x
Is there potential exposure to blood and body fluid?	Exposure will be --	<input type="checkbox"/> High - Routine exposure or potential	<input type="checkbox"/> Medium - No routine exposure, but may be required as condition of employment	<input checked="" type="checkbox"/> Low - No exposure, Low exposure to body fluid, possible exposure with preparing a patient for electrodes, gloves are mandatory.	

Typical Manner of Accomplishing Essential Functions

Average work hours per day:: 8-10		Shift: Varies			
The job allows the employee to vary physical position or activity for comfort: Yes		Explain:			
In a normal work day, the employee may be required to: (= 10 hours total)	Sit: Not Required: Hours:6- 8	Stand: Not Required: Hours: 2-3	Walk: Not Required: Hours: 1-2	Combination Standing and Walking: Not Required: Hours:2-3	
Maximum consecutive time (minutes/hours) required for each activity.	Sitting: 4		Standing:	Walking:	
In terms of a(n) hour work day the weight to be lifted is:	Not Required	Occasionally 1% - 33%	Frequently 34% - 66%	Continuously 67% - 100%	
Up to 10 lbs.		x			
11 to 25 lbs.		x			
26 to 35 lbs.	x				
36 to 45 lbs.	x				
46 to 55 lbs.	x				
56 to 75 lbs.	x				
76 to 100 lbs.	x				
Explain: Moving equipment, furniture and supplies					