

# INLAND ORTHOPAEDIC SURGERY AND SPORTS MEDICINE CLINIC PLLC

**POSITION AVAILABLE:** Certified Surgical Technician (CST)

**START DATE:** September 2021 (Approximately)

**POSITION TYPE:** Full Time

**SCHEDULE:** Monday – Friday, with weekend on-call rotation

**Inland Orthopaedic Surgery and Sports Medicine Clinic** is excited to prepare for the arrival of 2 new orthopaedic surgeons! We are seeking upbeat, reliable individuals who are looking for a long-term career in the orthopaedic healthcare field. Applicants must possess a solid understanding of medical terminology, with good customer service skills and good written/verbal communication skills. While helping take care of patients, you will also be rewarded with seeing them improve. Competitive pay with generous benefit package offered, and you will have the opportunity to work in a fun, professional environment with amazing team members and physicians. Certified Surgical Technician position is available in our Moscow location but travel to our Pullman location will be required as well. The position is full-time; year round and applications will continue to be accepted until the position has been filled.

## **Position Requirements:**

Applicants must have a Washington license, be willing to consider CSFA certification and be available for on-call schedule.

## **Duties include:**

### *Clinic/office*

- Manage patient care flow by rooming patients in a timely manner, assuring x-rays are completed and pulled up in exam rooms
- Measure patient vital signs as requested by provider
- Apply, adjust, and remove casts
- Fit patients for braces and other orthopaedic devices
- Provide patient education as directed by the doctor, including use and proper care of casts, splints, and braces, and assist with returning patient phone calls and questions
- Change dressing and care for wounds
- Remove sutures, staples, etc.
- Prepare injections (set up ultrasound if necessary)
- Assist with PRP injections
- Clean and stock patient exam rooms, including putting clean laundry away
- Assist with ordering medical supplies and managing DME inventory
- Review incoming referrals
- EMR documentation of services performed as needed
- Pre-operative paperwork
- Perform other duties as required

### *Surgical First Assist Duties*

- Positioning the patient for surgery and aiding with draping
- Ensure equipment needs specified on surgeon's preference card are available
- Clearing the area where the surgeon will operate and holding open incisions by using tissue retractors
- Applying dressings to surgical wounds
- Assist with closing the incision at the end of the procedure
- Coordinate surgical equipment needs with reps
- Perform other duties as required

## **To Apply:**

Applicants can email their resume and cover letter to **CWeaver@inlandortho.net**. Your cover letter must specify why your unique skills and experience make you a good fit for working with our Inland Orthopaedic Surgery Team.