Title: Donor Care Technician

Essential Function
Under general supervision from designated supervisor, screen prospective blood donors and process blood donors at the Hoxworth Blood Center Neighborhood Donor Centers and Mobile Operations.

Characteristic Duties
- Communicate directly with donors, following customer service guidelines.
- Comply with standard operating policies and procedures, FDA regulations, AABB standards, and other regulatory agencies.
- Register, interview and screen prospective donors.
- Process blood donors; perform venipuncture, sample collection, therapeutic phlebotomies, autologous blood donations, automated collections, etc.
- Monitor and assess blood collection process; assist with immediate and/or emergency care in case of a donor adverse reaction.
- Process collections (i.e., verifying collections, packing units for transport, transporting collected units to the blood center).
- Assist and perform quality control functions, maintain and calibrate equipment.
- Assist in set up and dismantling of blood collections equipment and materials at all operations.
- Assist with clean up of Mobile Operations and Neighborhood Donor Centers. Clean and maintain equipment. (e.g. Donor beds, working tables, blood tubing sealers, work stations, etc.)
- Drive blood center vehicle to and from Mobile Operations.
- Perform other duties as assigned.

Unusual Working Conditions
- Exposure to biohazardous products, chemicals and body fluids. May be exposed to unpleasant odors and adverse weather. May have to ambulate donor in cases of adverse reaction.
- The regular work week shall consist of forty (40) hours, five (5) days of eight (8) hours each, unless otherwise mutually agreed by management and the affected employees. May work evenings, weekends, holidays, and on-call. May travel overnight.
Minimum Qualifications

- Graduation from an accredited program: Medical Assistant (MA), LPN, Emergency Medical Technician (EMT in Ohio, Kentucky, Indiana or national registry card), military equivalent, or Donor Phlebotomy Technician (DPT) certification with one 1 year of phlebotomy experience. Must possess and maintain a valid driver’s license and a safe driving record. Must be able to lift up to 50 pounds and be able to demonstrate a full range of motion for bending, stooping and lifting.

Career Path

- A Donor Care Technician (DCT) will be eligible for reclassification to Donor Care Specialist (DCS) provided all of the following criteria are met:

  1. Employee is trained and proficient in whole blood and automated collection.
  2. Employee has been an incumbent in the DCT position for one (1) year.
  3. Passing grade on competency evaluation (whole blood and automated).

Last updated: April 2016