

Sterile Processing Technician Job Description

Duties and Responsibilities:

- Retrieves contaminated supplies and delivers sterile supplies to where needed
- Undertakes manual cleaning of instruments and equipment to remove contaminants
- Responsible for the operation and maintenance of decontamination equipment
- Applies a detail orientation in the examination of instruments and equipment to ensure they are clean
- Actively monitors as well as operates sterilization equipment such as an autoclave
- Tests and reports detected problems with sterilizing equipment
- Responsible for keeping record of items that have been cleaned and sterilized
- Ensures to remove all waste matter from equipment and carts
- Responsible for restocking crash carts
- Responsible for organizing, storing, and keeping records of sterile supplies
- Responsible for checking the expiration dates on supplies
- Responsible for maintaining a clean work area following established departmental policies and procedures, and infection control standards
- Operates all mechanical machinery within sterile processing unit, including cart washers, instrument washers, steam sterilizers, low temp sterilizers, ultrasonic and drying cabinets
- Applies established policies and procedures in completing work assignments
- Undertakes continuous education and trains in all areas of sterile processing, including decontamination, cleaning, assembly, wrapping, sterilization, and storage processes within all set professional standards and regulations

- Refers all decisions beyond personal scope of responsibilities to the appropriate unit
- Responsible for reporting broken instrumentation.

Sterile Processing Technician Requirements – Skills, Knowledge, and Abilities

- Education: They require a High School Education or equivalent
- Licenses and certifications: Current Central Service Tech Certification (International Association of Health Care Central Service Materials Management – IAHCCSMM or Certification Board for Sterile Processing and Distribution – CBSPD) may be a requirement or preferred, depending on the recruiting organization. The Certification may also be obtained after employment, depending on the policy of the organization.
- Skilled in performing assembly on basic instrument trays
- Knowledge: Knowledge of aseptic technique and standard precautions may be required
- Knowledge of surgical instrumentation and basic medical terminology may be required
- Knowledge of Medical instrument, sterilization and processing of equipment may be required
- Sterile processing technicians should also possess basic computer skills
- Physical demands: Manual dexterity is needed to perform the duties of a sterile processing technician; the job requires employees to regularly stand, walk, and use hands, as well as reach with hands and arms. Employees may also be required to frequently lift and/or move up to 50 pounds, push and/or pull up to 300 pounds on a cart or carriage
- Abilities: The technicians should possess the ability to work daily in a fast-paced, high pressure Healthcare Service environment
- Other Qualifications: The successful completion of annual job specific competencies and skill verification tools may also be required.