



## DIVISION SCOPE OF SERVICE

<b>Division: CENTRAL WEST TEXAS</b>
<b>Classification: CERTIFIED PATHOLOGY ASSISTANT</b>
<b>Applicant Name:</b>

<p><b>Pathology Assistant:</b> The Certified Pathology Assistant must have equivalent qualifications, competence and function in the same role as employed individuals performing the same or similar services at the facility, as defined by facility job description.</p>
<p><b>Definition of Care or Service:</b> The Certified Pathology Assistant provides services in anatomic pathology. Scope of Services may include: The scope of service may include:</p> <ul style="list-style-type: none"> <li>• Preparation, gross description and dissection of human tissue surgical specimens</li> <li>• Ensuring appropriate specimen accessioning</li> <li>• Obtaining clinical history, including scans, x-rays, laboratory data, etc.</li> <li>• Describing gross anatomic features, dissecting surgical specimens, and preparing tissues for histologic processing</li> <li>• Obtaining biological specimens such as blood, tissue, and toxicological material for studies such as flow cytometry, image analysis, immunohistochemistry, etc., and performing special procedures</li> <li>• Photographing all pertinent gross specimens and microscopic slides</li> <li>• Performing duties relating to ensuring the completion of specimen coding and billing</li> <li>• Assisting in the organization and coordination of anatomic pathology conferences</li> <li>• Technical performance of frozen sections</li> <li>• Continuous quality improvement as it pertains to the surgical pathology laboratory including the maintenance of various operations' manuals as required by accrediting and regulating organizations such as TJC, CLIA and CAP.</li> <li>• Demonstrates Clinical and Service excellence behaviors to include HCA Healthcare code of conduct core fundamentals in daily interactions with patients, families, co-workers and physicians</li> </ul>
<p><b>Setting(s):</b></p> <ul style="list-style-type: none"> <li>• Healthcare facilities including but not limited to hospital laboratory services</li> </ul>
<p><b>Supervision:</b></p> <ul style="list-style-type: none"> <li>• Direct supervision by a Pathologist             <ul style="list-style-type: none"> <li>○ Indirect supervision by a department director or designee.</li> </ul> </li> </ul> <p><b>Evaluator:</b> Supervising physician, medical staff member in conjunction with the department director or Designee</p> <p><b>Tier Level:</b> 3</p> <p><b>eSAF Access Required:</b> YES</p>
<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>• <b>One</b> of the below is required:             <ul style="list-style-type: none"> <li>○ Bachelor's degree or higher in Biology</li> <li>○ Bachelor's degree or higher in Allied Health Field with 3 years' experience of Pathology assisting services</li> </ul> </li> </ul>



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- Completion of a program approved by the National Accrediting Agency for Clinical Laboratory Services (NAACLS)
- Certification as a Pathology Assistant with the American Society for Clinical Pathology (ASCP).

**NOTE: Where education may not be defined in qualifications area of the Scope, HCA Healthcare requires the highest level of education completed (not training or courses) confirmed on your background check.**

**State Requirements:**

- N/A

**Experience:**

- At least one year of Pathology Assistant general experience.

**Competencies:**

The Certified Pathology Assistant will demonstrate:

- Safe and effective operation of equipment
  - Consistently obtain quality
  - Maintains equipment in good working order
- Accurate patient information review and evaluation
  - Uses at least two ways to identify patients before performing a procedure
  - Verifies that the requested procedure correlates with the patient’s clinical history, presentation and physician order
  - Participates in the pre-procedure process to verify the correct procedure, for the correct patient, at the correct site and involves the patient in the verification process when possible
  - Accesses the patient medical record appropriately
  - Documents in the medical record according to the facility standard/policy
- Appropriate diagnostic examination results
  - Performs the examination to comply with applicable protocols and guidelines
  - Uses techniques as indicated by the examination, according to established facility policy and procedures under state law
  - Notifies the appropriate health provider when immediate treatment is necessary, based on procedural findings and patient conditions
    - Recognizes the need for an urgent report and takes appropriate action
  - Provides a written or oral summary of preliminary findings to the physician
- Infection Prevention
  - Practices consistent hand hygiene
  - Uses personal protective equipment (PPE) when required
  - Required immunizations per Division requirements
  - Complies with Isolation precautions
  - Maintains sterile field

**References:**

National Accrediting Agency for Clinical Laboratory Services (NAACLS): <https://www.naacls.org/about.aspx>

American Assoc. of Pathology Assistants: [https://www.pathassist.org/page/CME\\_Cert](https://www.pathassist.org/page/CME_Cert)

Verify ASCP BOC Credentials <https://www.ascp.org/content/board-of-certification/verify-credentials>

**Document Control:**

- Created 3/30/2021



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**Your signature confirms you will be able to comply with the Qualifications and Competencies listed within this Scope of Service and that you will confirm education via your background check.**

**Applicant Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_