

HISTOLOGY TECHNICIAN SERIES

<u>Code No.</u>	<u>Class Title</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Prob. Period</u>	<u>Effective Date</u>
3979	Histology Technician I	12	446	6 mo.	10/31/75
4529(3979)	Histology Technician II	12	446	6 mo.	10/31/75

Promotional Line: 172

Series Narrative

This series includes positions which involve relatively standardized preparation of tissues and slides for use by pathologists and other professional personnel in the diagnosis and treatment of disease or for instructional purposes. Work activities include fixing, infiltrating, staining, and mounting thin sections of soft and hard (bone, cartilage, calcified) tissues. The work requires a practical knowledge of standard histologic techniques.

DESCRIPTION OF LEVELS OF WORK

Level I: Histology Technician I **3979**

Employees at this level work under direct supervision and prepare standard histologic sections, using a limited variety of fixing, embedding, and staining techniques.

A Histology Technician I typically--

1. embeds, cuts, and makes serial sections of a limited variety of soft and hard tissues following standard histologic procedures
2. prepares tissues for light microscopic study by preparing and using a variety of uncomplicated special stains which do not require microscopic differentiation
3. under close supervision, cuts and stains frozen sections for rapid diagnosis by a pathologist
4. prepares tissue specimens for electron microscopic and/or microradiographic study, as assigned
5. performs related duties as assigned

Level II: Histology Technician II **4529(3979)**

Employees at this level function under general supervision and perform work requiring a variety of relatively difficult techniques and procedures. For example, employees may cut and embed a variety of unusually small or delicate specimens or vary the strength of staining solutions.

A Histology Technician II typically--

1. embeds, cuts, and makes serial sections of a variety of soft and hard tissues requiring precise positioning and delicate preparation

2. prepares tissues for light microscopic study by preparing special stains, some of which require microscopic differentiation
3. cuts and stains frozen sections for rapid diagnosis by a pathologist
4. prepares tissue specimens for electron microscopic study, as assigned
5. under close supervision, prepares tissue specimens for autoradiography
6. supervises subordinate personnel, as assigned
7. performs related duties as assigned

MINIMUM QUALIFICATIONS FOR ENTRY INTO ALL LEVELS

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. (a) successful completion of a formal 12-month training program in histologic techniques approved by the Council on Medical Education and Hospitals of the American Medical Association

or
- (b) one year of work experience and/or on-the-job training in a clinical laboratory which provided a knowledge of generally accepted histologic techniques and their application to laboratory problems and was of such scope, level, and quality as to assure the applicant's overall ability to undertake entry-level histology technician work. Such work experience and/or on-the-job training must be evaluated on the basis of its comparability to formal histology technician training programs.*
2. finger dexterity

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

none

*In substituting work experience and/or on-the-job training for formal training programs as provided above, it is recommended that in order to ensure the consistent application of these qualifications, the evaluation and verification of an applicant's experience and/or on-the-job training be accomplished through the cooperative efforts of an experienced histology technician and the personnel department in a manner that will preserve the applicant's anonymity.

ADDITIONAL MINIMUM ACCEPTABLE QUALIFICATIONS FOR ENTRY INTO ALL LEVELS

Level I: Histology Technician I **3979**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

none

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

none

Level II: Histology Technician II **4529(3979)**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. one year of work experience comparable to that gained at the next lower level of this series

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

none

Histology Technician I
Histology Technician II

(NEW)
(NEW)