

Mercy Medical Center

VOLUNTEER

POSITION DESCRIPTION

BLOOD PRESSURE CLINICS

Mission Statement

Must have a strong belief in Mercy's Mission and Core Values, demonstrate respect and compliance with Mercy's Patient Rights Statement.

Summary

Provides blood pressure readings within the community. Must be able to learn how to use blood pressure machine and determine the correct fit of cuff per customer. Able to read machine and write down results.

Principal Duties & Responsibilities

It is the responsibility of all employees to read, accept, and follow the initiatives of CHI Mercy Health as outlined in the publication *Ethics at Work*. Corporate Compliance is the duty and responsibility of everyone employed by CHI Mercy Health and its related organizations.

- * Promotes a strong belief in Mercy's Mission and has respect for and compliance with Mercy's Patient Rights Statement.
- * Demonstrates behavior consistent with Mercy's Core Values: Reverence, Integrity, Compassion, and Excellence.
- * Exhibits the ability to make effective decisions based on verifiable and measurable data/criteria.
- * Promotes positive customer relations with internal and external customers.
- * Demonstrates respect and sensitivity to cultural/social differences in interactions with others.
- * Completes assigned tasks in a timely manner.
- * Demonstrates initiative and problem solving skill using sound judgment.
- * Assumes additional responsibilities as needed with little or no direction; shows initiative in assisting others within the department.
- * Maintains excellent customer service, reflects CHI Core Values, Mercy Mission/Values, and demonstrates respect/compliance with Mercy's Patient Rights Statement.
- * Warmly greets customers and offers assistance as appropriate.
- Takes blood pressure readings and record results for customer to take with them.
- * Makes certain to use the correct cuff size/fit for each customer. If correct cuff is not available, lets customer know they are unable to take their reading.
- * Advises customers to check with their physician when BP results are abnormal, but does not give medical advice.

(*denotes essential function)

Rev: 04/17 Page 1 of 2

Qualifications

Must have the ability to communicate well with others and to treat information and people in a professional, respectful and confidential manner. Must have excellent communication skills with a caring, friendly attitude. Must exhibit good judgment. Must be sensitive to problems caused by illness/stress. Must demonstrate dependability and report to work as scheduled. Must learn the use of blood pressure machine, as well as use of proper cuff size for various customers.

Physical Requirements

Standing 10% of the time; walking 10% of the time; sitting 80% of the time; lifting and carrying 10% of the time, and able to carry up to 10 pounds. Pushing/pulling 5% of the time; bending, stooping, twisting 5% of the time; reaching and handling 5% of the time. Climbing stairs 0% of the time (Elevator available).

Hearing: within normal limits with or without use of corrective hearing devices, vision: adequate to read 12-point type with or without use of corrective lenses. Must be able to verbally interact with staff, clients and public. Manual dexterity of hands/fingers for writing, and cuff placement.

Rev: 04/17 Page 2 of 2