



# Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands  
1 Lower Navy Hill Road Navy Hill, Saipan, MP 96950



## HUMAN RESOURCES

### EXAMINATION ANNOUNCEMENT NO. 22-199

POSITION: **Telemetry Technician** OPENING DATE: **12/01/2022**  
NO. OF VACANCIES: **3** CLOSING DATE: **Continuous**  
SALARY: **\$17,160.00 - \$20,860.32 P/A**  
PAY GRADE: **01/01 – 01/05**  
LOCATION: **Nursing Services, Commonwealth Health Center  
Commonwealth Healthcare Corporation, Saipan**

#### NATURE OF WORK:

Under the direction of the Nurse Unit Manager, the Telemetry Technician performs his or her duties directly in the Medical Surgical Unit and is responsible for the continuous monitoring, interpretation, communication, and documentation of cardiac rhythms and rhythm components. The Telemetry Technician works with Telemetry Monitor Trainee in enhancing their knowledge and skills on interpreting EKG rhythm. The Telemetry Technician is responsible for all telemetry-related equipment and supplies including technical troubleshooting. Is also expected to participate on nursing, hospital activities, to attend all mandated annual review programs, and to attend in-service and continuing education activities. The Telemetry Technician reports to the Head Nurse issues with the Telemetry device as identified or reported by the Telemetry Monitor Trainee.

#### DUTIES:

- Identifies patient's EKG rhythm and labels.
- Interprets and documents EKG rhythm strips each shift.
- Communicates all changes in baseline EKG rhythm to the primary RN assigned to the patient and secures a strip for documentation.
- Notifies nursing staff when leads are off patient or of incorrect lead placement. Assists nursing staff with patient skin preparation and correct lead placement as necessary.
- Monitors and reviews patient information to determine baseline cardiac rhythm and prior variances
- Strictly monitors the Telemetry station without performing other administrative duties.
- Constantly monitors the Telemetry station uninterrupted and not to leave telemetry unattended.
- Endorse to other nursing staff if leaving station for continuance of monitoring of patients on telemetry.
- Maintains a safe and clean environment in the Telemetry station for other staff.
- Report malfunctioning of Telemetry station to Biomed personnel for further troubleshoot and repair.
- Attends and Protects patient confidentiality and sensitive data at all times.
- Follow universal precautions, isolation procedures, and physical precautions per Infection Control program. participates in staff meeting and in-services.
- Maintains effective and positive working relationships with other staff in the unit.
- Works with the Telemetry Monitor Trainee to enhance their knowledge and skills on interpreting EKG rhythm.
- Serves as preceptor to Telemetry Monitor Trainee in enhancing their knowledge and skills on interpreting EKG rhythm as needed.
- Reports for work as scheduled and has satisfactory attendance record.
- Complete yearly competency evaluation for Telemetry Technicians with Continuing Education Nurse Coordinator.
- Performs other related duties and other work that is required, assigned or instructed and accepts responsibilities designated.

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CHCC is an equal opportunity employer. We consider all applicants for all positions without regard to race, color, religion, sex, disability, age, mental or veteran status, the presence of a non-job related medical condition or disability, or any legal protected status.

## **QUALIFICATION REQUIREMENTS:**

**Education:** Graduation from High School, General Education Development (GED) or Advanced Development Institute (ADI). Some college credit courses or training in healthcare program such as attended some healthcare related training such as nursing program with cardiac arrhythmia course is preferred.

**Experience:** No Work experience required, but minimum 6 months work experience as certified telemetry technician is preferred.

### **Licenses/ Certification:**

- Must be certified as a Telemetry Technician through training from a technical program or hospital base program.
- Must possess Basic Life Support (BLS) Certificate from American Heart Association (AHA).

## **KNOWLEDGE, SKILL & ABILITY:**

Must be computer literate. Knowledge of medical terminology is required. Some data entry experience required. Must have excellent written and oral communication skills.

## **CONDITIONAL REQUIREMENTS:**

Employment is contingent upon successful clearing of pre-employment health screening (Covid-19 vaccine required) and drug screening in accordance with CHCC policy.

## **OTHERS:**

This position is a Full-Time employment status and requires at least 40 hours per week. This position is “Covered”, or is eligible to receive overtime compensation pursuant to the Fair Labor Standards Act (FLSA) of 1938 Federal Law. Regular operating hours of the Commonwealth Healthcare Corporation will be Monday to Friday from 7:30am to 4:30pm, however facility hours are 24 hours / 7 day per week. The **Telemetry Technician** position will be required to work a fixed work schedule; incumbent can opt to have a Compressed Work Schedule enabling full-time employees to complete basic 80-hour bi-weekly work requirement in less than 10 days. This work schedule however is subject to change with or without notice based on the Employer’s business requirement and/or by the demands of the employee’s job. This position is paid on a bi-weekly basis (2-week period). CHCC adheres to all applicable deductions such as C.N.M.I. Tax, Federal Tax, Medicare and Social Security.

### ***Note(s):***

- *Three-fourths 20 CFR 655, Subpart E: “Workers will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any.”*
- *Employer-Provided Items 655.423(k): Requires Employer provide to the worker, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.*

## **INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:**

Office of Human Resources

Commonwealth Healthcare Corporation

1 Lower Navy Hill Road, Navy Hill, Saipan, MP, 96950

Operation Hours: Monday Through Friday 7:30 AM – 4:30 PM and CLOSED on weekends/holidays.

*Employment Application Forms will be available 24/7 at the employer’s hospital facility’s Main Cashier Office (entrance/exit point for all)*

E-mail: [apply@chcc.health](mailto:apply@chcc.health)

Direct Line: (670) 236-8205/8210/8729/8202

Trunk Line: (670) 234-8950 ext. 3580/3581/3583

Fax Line: (670) 233-8756

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**Note:** Education and training claimed in Employment Application must be substantiated by diploma, certificate or license. Failure to provide complete application form or the required documents will result in automatic disqualification.

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