

Renal Care Consultants

Job Description

Job Title:

Phlebotomist/Lab Assistant

Area of Interest:

Medical and Technical/Laboratory Staff

Job Description:

- Performs Phlebotomy functions at the Osborne Street location;
- Provides direct oversight of all activities associated with sample management and reconciliation of test results;
- Responsible for accurate and timely input of patient information into the computer system using appropriate ICD-9 codes;
- Contact of patients, physicians, and branch offices is performed when required;
- Prepare documentation and patient samples for reference testing;
- Print and send billing reports daily;
- Responsible for other clerical functions and duties as assigned;
- Assists nursing personnel with Feraheme administration.