
FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

Job Family: Patient Care Technical

Class Series: EEG Technologists

Grid: 18

Class Title: EEG Assistant

I. Level Definition

Positions at this level perform Electroencephalographic (EEG) tests under the close supervision of a registered EEG Technologist.

II. Typical Duties

- (1) Explains procedures to prepare patients for EEG and related tests, completes patient information forms and answers related questions.
- (2) Under the direct observation of a Registered EEG Technologist performs EEG tests by selecting and attaching electrodes to patients, operating and calibrating equipment to record brain wave patterns under various conditions such as hyperventilation, seizure and relaxation; identifies and eliminates causes of interference during testing.
- (3) Removes electrodes from patient at end of test and removes graph from machine.
- (4) Performs related clerical duties such as filing, typing, booking appointments and answering telephones.
- (5) Maintains equipment by cleaning, lubricating and replacing items such as paper rolls, fuses and bulbs.
- (6) Performs other related duties as assigned.

III. Qualifications

(1) Education, Training and Experience

Grade 12 plus one year's recent, related experience or an equivalent combination of education, training and experience.

(2) Skills and Abilities

- (i) Ability to communicate effectively both verbally and in writing.
- (ii) Ability to deal with others effectively.
- (iii) Physical ability to carry out the duties of the position.
- (iv) Ability to organize work.
- (v) Ability to operate related equipment.