

STATE OF WISCONSIN  
CLASSIFICATION SPECIFICATION

MEDICAL TECHNOLOGIST SUPERVISOR

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Adm. Code for making classification decisions relative to present and future professional supervisory positions which supervise a single work unit performing medical laboratory testing, examining and analyzing clinical specimens for a variety of programs/specialty areas (i.e., urinalysis, hematology, transfusion service, flow cytometry, specimen control) and meet the definition of supervisor contained in s. 111.81(19), Wis. Stats. This classification specification is not intended to identify every duty which may be assigned to positions, but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

The positions in this classification are professional positions which perform supervisory duties for a single work unit performing professional medical technology analyses requiring innovative approaches.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions which do not meet the statutory definition of “supervisor” as defined in s. 111.81(19), Wis. Stats. and as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Positions which do not require expertise in one or more of the recognized sub-disciplines or aspects of medical technology, (such as, urinalysis, hematology, transfusion service, flow cytometry, specimen control, etc.).
3. Positions supervising exclusively in the areas of chemistry or microbiology and are more appropriately classified as Chemist Supervisor or Microbiologist Supervisor.

4. Positions which, for a majority of the time, supervise a laboratory and are more appropriately classified as Laboratory Preparation Supervisor.
5. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Employees enter positions within this classification by competitive examination.

**II. DEFINITION**

**MEDICAL TECHNOLOGIST SUPERVISOR**

Positions in this classification supervise a single work unit providing medical technology analysis. Staff include professional Medical Technologists and related support staff. Responsibilities include directing the activities and work flow of a work unit, performing complex medical technology analysis and/or research, evaluating and interpreting test results, and acting in a public relations/liaison capacity for the department or laboratory on professional scientific matters. Work is performed under general supervision.

**III. QUALIFICATIONS**

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

**IV. ADMINISTRATIVE INFORMATION**

This classification was created effective March 12, 20000 and announced in Bulletin CLR/SC-109 as a result of Phase Two of broadbanding non-representative positions to describe positions which supervisor Medical Technologist positions. These positions were formerly classified as Medical Technology Supervisor 1 and 2 created effective April 19, 1992.

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