

## **PATIENT SUPPORT TECHNICIAN - DRIVER**

Written by Bruce Nguyen

Friday, 28 May 2010 07:57 - Last Updated Sunday, 23 March 2014 13:24

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### **Job Summary:**

Responsible for the delivery, set-up and pick up of respiratory equipment, supplemental oxygen products and supplies to home care patients within a prescribed and assigned geographical area.

### **Essential Functions:**

- Assist with the pulling of equipment and supplies from the warehouse as prescribed on patient/client delivery tickets, as necessary.
- Load proper and sufficient equipment, oxygen systems, and related supplies to applicable delivery vehicle.
- Determine or obtain the best daily route as determined by patient base and routing system. Drive delivery vehicle according to set route to deliver durable medical equipment, oxygen, and supplies to home care patients/clients in a timely manner.
- Make oxygen deliveries and equipment checks on a daily route. Delivery includes refilling reservoirs with liquid oxygen from a truck mounted tank.
- Perform equipment setups specifically concentrators, reservoirs, etc. in a professional, safe and timely manner. This equipment is placed in private homes, apartments, clinics, hospitals, nursing homes and other areas where people with respiratory problems are treated.
- Provide patient/client orientation by instructing on the proper use of equipment as needed.
- Work with patients/clients to solve a variety of problems, thereby acting as a company field representative. Maintain contact with patients to ensure fills are performed on a proactive basis.
- Pick up rental equipment and unload at the warehouse facility, as directed.
- Complete delivery and pick up paperwork promptly and accurately, then return paperwork to the appropriate facility personnel.
- Assist in cleaning and disinfecting rental equipment and minor repair work as necessary.
- Perform daily preventive maintenance, as required, on assigned vehicle. Maintain

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company vehicle in a clean and orderly manner.

- Assume "on call" duties on a predetermined, rotating basis.

### **Additional Responsibilities:**

- Comply with all applicable regulatory requirements including providing documents for the driver qualification file and abiding by hours of service.
- Maintain a neat, clean and professional personal appearance and demeanor at all times.
- Demonstrate timeliness, courtesy, sincerity and patience when dealing with patients, clients and staff.
- Promote teamwork among co-workers, which includes assisting other drivers as needed.
- Remain familiar with all DOT and FDA regulations as they pertain to oxygen.
- Performs warehouse and office maintenance tasks as required.
- Market the company in a positive and professional manner at all times.
- Assume responsibility for your own personal safety, that of your coworkers and everyone who enters your work area.
- Accept other duties and activities as assigned.

### **Education and Qualifications:**

- Must possess a Class C CDL with HAZMAT endorsement. If not, you will be required to obtain this license within a 2 weeks as a employee.
- High school diploma or equivalent preferred.
- Maintain an excellent driving record; maximum of 2 speeding/moving violations in the past 3 years.
- Must be a minimum of 21 years of age to meet DOT regulations.
- Must pass DOT physical, drug screen and Tuberculosis test upon offer.
- Must be available to work overtime during the evening, nights, weekends, and holidays on call, as needed.

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Physical requirements:

Must be capable of appropriately and safely lifting heavy equipment (approximately 165 lbs.) throughout the day on a daily basis.

Life Support Systems is a family owned, equal opportunity employer offering competitive salaries and excellent benefits including medical, dental, vision, life, and a generous 401(k) plan. We offer a business-casual, smoke-free environment in Richland Hills as well.

For consideration, you may come in and fill out an application between the hours of 8:00 a.m. and 4:30 p.m. Monday – Friday at:

**7440 Whitehall**

**Richland Hills, TX 76118**

**(We are located off Hwy 121 and Handley Ederville)**

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