Name of Policy: Delegation of Lab Duties  
Policy Number: 3364-136-CBGL-08  
Department: Respiratory Care  
Approving Officer: Chief Nursing Officer  
Responsible Agent: Director, Respiratory Care  
Scope: The University of Toledo Medical Center Respiratory Care Department

<table>
<thead>
<tr>
<th>New policy proposal</th>
<th>Minor/technical revision of existing policy</th>
<th>Reaffirmation of existing policy</th>
</tr>
</thead>
</table>

(A) Policy Statement

The Blood Gas Lab Team Leader is delegated some certain functions from the Blood Gas Lab Director. This individual is authorized to act on the Director’s behalf for specific activities.

(B) Purpose of Policy

To establish the individual authorized to act on the behalf of the Lab Director.

(C) Procedure

1. Marlene Downs, RRT and Michael Taylor, MSEd, RRT are delegated certain functions of the Blood Gas Lab.

2. Some specific functions include but are not limited to: data review, competency of staff review and proficiency test performance.

Approved by:

Michael Taylor  
Director, Respiratory Care  
Date: 3/1/17

Robert Booth, MD  
Medical Director  
Date: 2/2/17

Moneeca Smith  
Chief Nursing Officer  
Date: 3/1/2017

Review/Revision Date:
4/29/2010  
2/23/2011  
4/11/2012  
3/1/2014  
3/1/2017

Next Review Date: 3/1/2019

Policies Superseded by This Policy:

*It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.*