

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Tentative Classification Standard

Occ. Code 6232100

Clinical Laboratory Consultant, Grade 22	6232100
Supervising Clinical Laboratory Consultant, Grade 25	6232120

Brief Description of Class Series

Clinical Laboratory Consultants inspect clinical laboratories, blood banks, tissue banks, physician office laboratories, and other specialized facilities that conduct point-of-care testing, to assess if laboratory practices comply with applicable New York State and federal laboratory standards. Incumbents of these positions at the Department of Health conduct on-site inspections, evaluate facility operations for compliance with standards, laws, rules, and regulations; record findings, and investigate violations and reported incidents.

Distinguishing Characteristics

Clinical Laboratory Consultant: full performance level; performs inspections, evaluations, and investigations of laboratories, blood banks, tissue banks, and clinical facilities to ensure compliance with standards, laws, rules, and regulations.

Supervising Clinical Laboratory Consultant: supervisory level; supervises and trains multiple Clinical Laboratory Consultants and other technical staff in laboratory certification, inspection, and investigation programs.

Related Classes

Laboratory Specialists perform a wide range of laboratory sampling, testing, data collection, and analysis activities to advance scientific research and development in specialized fields; use a variety of laboratory techniques and equipment; coordinate laboratory testing and research activities; and direct specialized laboratory programs.

Research Scientists perform basic research involving the formulation, conduct, analysis, interpretation, and reporting of scientific investigations of phenomena or problems with applications in specialized subject matter fields in the medical, biological and behavioral sciences.

Environmental Laboratory Consultants inspect facilities that perform environmental analyses. Positions conduct on-site assessments, evaluate the performance of facilities, record findings, perform follow-up, and investigate violations and reported incidents.

Illustrative Tasks

Clinical Laboratory Consultant

Conducts initial and follow-up inspections of clinical laboratory facilities, patient service centers, and limited laboratory facilities to ensure that premises, practices, equipment, staff, and record-keeping meet State and/or federal requirements.

Identifies deficiencies in facility operations, and records and reports findings.

Provides analysis of inspection findings to laboratory directors and technical staff, indicating areas where facilities fail to meet standards. Reviews and comments on corrective action plans.

Tests procedures and quality assurance standards, evaluates operational efficiency, and recommends remedial action.

Provides technical assistance, training, and guidance to various groups on the regulation, certification, and operation of laboratory facilities.

Reviews, interprets, proposes, and recommends regulations and laboratory standards for clinical laboratories and point-of-care testing sites.

Collects, reviews, organizes, and reports on laboratory, blood bank, and tissue bank data.

Reviews and evaluates facility license requests.

Reviews corrective action plans to determine if proposed activities are adequate and appropriate.

Serves as an expert witness at legal proceedings against non-compliant facilities; and represents DOH at laboratory conferences.

Supervising Clinical Laboratory Consultant

Supervises Clinical Laboratory Consultants and other technical staff in the performance of inspection, certification, and investigation activities.

Conducts inspections of facilities that present complicated operational challenges.

Oversees laboratory certification activities for assigned programs.

Reviews and updates program policies and procedures based on operational needs.

Develops and implements regulations, testing, and inspection standards for assigned program areas, in consultation with research staff.

Minimum Qualifications

Clinical Laboratory Consultant

Open Competitive: bachelor's degree in medical technology, or a chemical or biological science; and three years of post-bachelor's professional experience in a laboratory that tests clinical specimens or environmental samples, or tissue bank, or blood bank or physician practice.

Substitution: master's degree in one of the above fields may substitute for one year of professional experience. Doctoral degree may substitute for two years of professional experience.

Supervising Clinical Laboratory Consultant

Promotion: one year of permanent service as a Clinical Laboratory Consultant.

Note: Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

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