



## Job Description

Department	Medical Affairs
Designation	Part Time Registered Respiratory Therapist
Location	Mississauga, Ontario
Basic qualification required	<ol style="list-style-type: none"> <li>1. Post-secondary diploma in a scientific, healthcare or pharmaceutical field or equivalent</li> <li>2. Graduation from an accredited institution of Respiratory Therapy and licensed to practice with the provincial governing body</li> <li>3. 2 years of experience in performing Pulmonary Function Tests such as Spirometry, Methacholine Challenges, Exercise induced Bronchoconstriction</li> <li>4. Solid understanding and broad knowledge of the pathophysiology of the cardiopulmonary system</li> <li>5. 2 years' experience in a clinical research environment with phase II-IV experience preferred</li> <li>6. BCLS preferred, ACLS an asset</li> <li>7. SOCRA/ACRP certificate is an asset</li> <li>8. Demonstrates effective time-management skills and able to quickly make decisions in order to solve problems as required; ability to work independently</li> <li>9. Working knowledge of ICH/GCP and GDP</li> <li>10. Strong analytical and problem-solving skills</li> <li>11. Excellent organizational skills, detail oriented, efficient and able to multi-task and prioritize effectively</li> <li>12. Excellent interpersonal skills</li> <li>13. Strong English written and verbal communication skills</li> </ol>
Experience	2 Years



Brief JD

1. Independently Supervise and Lead the overall coordination and management of clinical studies/clinical study staff for Phase 1-4 including but not limited to:
2. Recruitment and screening and coordination of patient visits as per study protocol
3. Obtain Informed Consent
4. Perform clinical study procedures as per study protocols and in accordance with ICH/GCP guidelines
5. Design, implement and coordinate all aspects of study subject flow as well as data collection including CRF transcription, creation of study specific source documentation, logs and templates
6. Study drug management and administration to study participants
7. Lab sample processing, storage, shipping, documentation and record keeping
8. Assist in validation and maintenance of equipment and processes
9. Collect and maintain site regulatory documentation
10. Other duties and responsibilities may be assigned as training and experience permit. Identifies any discrepancies with respiratory therapy medications to study investigator. Contributes to a safe working environment by participating in safety activities by cleaning and maintaining equipment as required
11. Maintains and updates professional and technical knowledge by participating in professional societies and complying with applicable certification requirements
12. Contributes to team effort by working with other team members to achieve optimal client & patient service and on other teams as required
13. Seeks to continuously improve the operation of the clinic by evaluating processes and workflow and participating in other quality improvement activities and training.
14. Train staff on Pulmonary Function Testing.
15. Write SOPs relating to Pulmonary Function testing.
16. Perform Pulmonary Function Tests such as Spirometry, Peak Flows, Reversibility Testing, Methacholine Challenge and other assessments as required by a study protocol.
17. Perform other functions as required by study protocol or business needs such as 6-minute walk tests
18. Perform specialized asthma tests including bronchial provocation and FENO testing
19. Present monthly seminars on spirometry teaching to clinical staff