

Overnight Kennel Assistant Job Description:

The Overnight Kennel Assistant observes and cares for patients hospitalized in the clinic overnight from 8:30pm-7:30am. Kennel Assistants must possess good critical thinking and problem-solving skills. They must be compassionate, have a positive attitude, and be self-motivated. Excellent communication skills and commitment to accurate recordkeeping are essential.

Kennel Assistants are responsible for:

Patient Care:

- Executing safe but effective animal restraint utilizing Fear Free techniques.
- Performs patient's treatments, using routes such as SQ, PO, IV, and IM.
- Walking hospitalized patients throughout the night.
- Keeping patients clean, dry, and comfortable in their enclosure.
- Maintains patient's IV catheters and has complete knowledge of the infusion pumps, including CRI infusion pump.
- Weighing and taking vital signs as needed and updating notes in the computer.
- Follow patient travel sheet for treatments and medications, updating notes in computer when completed.

General Duties:

- Understanding the types of medications kept in hospital and where they are located. Also, understanding of commonly used abbreviations like BID, OU, and q24h.
- Knowledge of O2 cage set up and calibration.
- Knowledge of surgery packs and proper identification of instruments for each pack.
- Knowledge and troubleshooting of ultrasonic cleaner, instrument milk, and autoclave.
- Running in house laboratory work including: CBC/chemistries, heartworm/tick screens, NSAID/liver/kidney/presurgical panels, electrolyte screens, urine specific gravity, and PCV.
- Knowledge and utilization of the tag reorder system for inventory and supplies.
- Stocking exam rooms and treatment area as needed.
- Knowledge of computer program and uses.
- Keeping all areas of the hospital clean and tidy. Keeping cages and kennels clean. Washing dirty dishes/utensils utilized in hospital. Performing laundry as needed. Deep cleaning in hospital.
- Knowledge of hospital procedures and policies.