

## JOB DESCRIPTION

# ANIMAL CARE ASSISTANT



**ACCESS**  
Specialty Animal Hospitals®

### Welcome

ACCESS Specialty Animal Hospitals are some of the most advanced, inclusive, and progressive veterinary multi-specialty referral hospitals in Southern California. We are looking for entry level animal lovers who want lots of opportunity for career growth and development. While we offer benefits normally associated only with large hospitals, our specialty culture nurtures a collaborative team environment that is the envy of many. **ACCESS is opening our newest, cutting-edge specialty animal hospital in Pasadena and we are looking for entry level animal care assistants.** Want to make a difference delivering exceptional medicine in often demanding circumstances, please read on!

### Requirements

- Increase efficiency of the doctor staff by providing care and support to patients, clients, and hospital staff
- Provide excellent medical support and compassionate care for patients and clients
- Act as a point of communication between clients and internal hospital staff regarding the status of patients in hospital

### Duties and Responsibilities

- Complete ACCESS Level I VetBloom Online Training.
- Use Smartflow to look up patients and to properly notate patient urination, defecation, vomit, walks.
- Basic telephone procedures including proper answering of the phone and greeting, taking messages and notating them correctly in Ezyvet, placing a caller on hold.
- Understand how to properly clean all sides of a cage and run.
- Understand the use of Rescue Disinfectant including the different concentrations that are used and understand when it is appropriate to use each concentration.
- Knowledge of isolation procedures and protocol and cleaning of isolation rooms and contaminated treatment area or exam room.
- Perform laundry including isolation laundry with the correct protocol.
- Remove trash from rooms, treatment areas, offices and dispose of correctly.
- Clean and stock the food prep/kitchen area.
- Set up cages and runs for patients with appropriate bedding, litter trays, food and water with an understanding of how to check if a patient is NPO or if they have special requirements.

- Safely hold and restrain patients for examination and treatments. Safely walk a dog with leash, harness and sling.
- Check patients bedding for urination and defecation and change bedding when appropriate notating it in Smartflow.
- Become familiar with basic CPR roles to allow assistance if needed with recording.
- Assist with patient after care arrangements preparing for communal or private cremation/aquamation.
- Assist with stocking of the departments with supplies from the stockroom.
- Responsible for upholding the spirit of ACCESS by handling all necessary tasks that require attention

### To Apply

Please email your resume and with a brief introduction that helps us get a sense of why you want to work with ACCESS, how you think, and what you care about.

**Email to: [APcareers@accessvets.com](mailto:APcareers@accessvets.com)**

### ACCESS is an Equal Employment Opportunity (EEO)

ACCESS Specialty Animal Hospitals provides equal employment opportunities to all employees and applicants in all company facilities in accordance with applicable federal, state and local laws. In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.