

**Technologist Alternative Functions:**

**Marketing:**

1. During slow patient care periods (i.e. gaps in schedule, open afternoons, etc.) help marketing efforts. Under the supervision of the Marketing Directors, deliver Marketing materials and supplies to specific offices.
2. “Script” – what to say and how – provided by Marketing Director
3. Document which offices were visit
4. Mileage will be reimbursed.

**General assistance:**

1. Place Appointment reminder calls to patients
2. Assist Front desk greet patients and answer calls at the front desk.
3. Help Chaser(s) with Authorizations /Eligibility checks
4. Assist Site Leads with special projects or other office activities (i.e. managing inventory, accreditations functions, etc.)
5. Help with eFax and eOrders processing
6. Help manage the Lobby
7. Help with calling the significant results to office (List is in MI)
8. Help other techs at other sites get ahead with their 2 days ahead exam protocol/AUTH/order/lab verification.