

Cordova Community Medical Center

Job Description Radiology Technologist

Job Title:	Radiological Technologist	Status:	Full-Time
Supervisor:	Ancillary Director	Pay Grade:	DOE
Department/Division:	Radiology Department	Classification:	Non-Exempt

POSITION SUMMARY

The primary purpose of your job position is to assume the day to day operations of the Radiology Department in accordance with the current applicable federal, state, and local standards, guidelines, and regulations, and as may be directed by the medical center Ancillary Director or CEO. Has no supervisory responsibility.

ESSENTIAL RESPONSIBILITIES

- Assumes responsibility for which patients should be called and when in order to maintain a steady work flow.
- Radiographs inpatients and outpatients.
- Ensures that equipment is warmed up, daily checks and inspects all equipment in assigned areas of responsibility for physical or mechanical hazards in order to promptly report all hazards and effectively plan for needed repairs.
- Views radiographs that are taken and determines whether or not they are of optimum quality for radiologist's interpretation.
- Clarifies nurses' questions about patient orders for exams, preps for particular exams, and organizes stat work.
- Obtains stat readings as designated by exam from the radiologist and relays the information to the nurse or doctor via telephone or computer.
- Responsible for the delivery of professional services and the provision of high-quality patient care.
- Maintains radiological services in accordance with standards established by the medical center and with state, local, and federal standards which may apply.
- Pursues continuing education in professional practice and management skills.
- Cleans the department equipment as time allows; maintains orderliness and cleanliness in areas of responsibility at all times.
- Monitors and ensures responsibility for the condition of radiographic rooms after use, ensuring that adequate supplies are available to facilitate the entire departmental operation.
- Attend and participate in in-service educational classes and on-the-job training programs as directed.
- Maintain the confidentiality of all patient care information.
- Must utilize safety precautions with radiation exposure.
- Is expected to respond to the hospital, if requested, to assist in the event of an emergency or if the hospital activates its emergency management plan.
- Perform other related duties as assigned

The above is not intended to be an all-inclusive list of essential functions for the job described, but rather a general description of some of the responsibilities necessary to carry out the duties of this position.

QUALIFICATIONS

EDUCATION:

To obtain the proper registry credentials, once trained and be current and in good standing with the American Registry of Radiological technologists.
Must be able to maintain continuing educational credits each year or as specified by the American Registry.

EXPERIENCE: Minimum, one (1) year employment in a hospital setting. Able to produce quality work with the test tools to ensure radiation standards as set forth by the State of Alaska and appropriate groups certifying this medical center.

REQUIREMENTS: Must be able to write, speak, and understand the English language. Possess the ability to make independent decisions when circumstances warrant such action. Possess the ability to deal tactfully with personnel, patients, family members, visitors, government agencies, and the general public. Must have patience, tact, cheerful disposition and enthusiasm, as well as be willing to handle patients of every maturity level. Ability to implement and interpret the policies and procedures of the radiology department. Must be able to lift patients, medical equipment, supplies, etc.

ADDITIONAL REQUIREMENTS

Upon date of Hire: Current Negative TB Test
Ability to Pass a DHSS Criminal History Check and Drug Test Must be current in all immunizations

EQUAL EMPLOYMENT OPPORTUNITY

CCMC shall seek to insure and provide equal opportunity for all persons seeking employment without regard to race, age, color, religion, gender, marital status, sexual orientation, military status, national origin, disability, or any other characteristic as established by law.

ACKNOWLEDGEMENT OF RECEIPT OF JOB DESCRIPTION

Position: Radiological Technologist

I acknowledge I have received a copy of this job description. I understand the duties, and am fully able to meet the requirements, and perform the essential functions of this position, with or without reasonable accommodations. I further acknowledge, and understand, this job description does not create an employment contract, and nothing contained herein alters my at-will employment status.

Employee Signature

Date

Supervisor Signature

Date

Print Name