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	<u>IMAGING SPECIALIST SERIES</u>	

Series Definition:

This is a multi-series definition applicable to all classes of positions the primary duties of which utilize imaging equipment to perform, advise on, supervise, evaluate and/or manage operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's orders, protocols and quality standards and/or specialized imaging procedures utilizing specialized imaging equipment in accordance with policies and procedures, protocols and quality standards. These positions may work on rotating shifts, with work on weekends and holidays and may require standby and call back duty.

Distinguishing Characteristics

Imaging Specialists are responsible for operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's orders, protocols and quality standards.

Specialized Imaging Specialists perform specialized imaging procedures utilizing specialized imaging equipment. These specialized imaging specialists perform imaging procedures in specialized areas such as Angiography, Cardiac Catheterization, Computed Tomography, Echocardiography, Mammography, Magnetic Resonance Imaging, Nuclear Medicine, Radiation Therapy, Ultrasonography, and Vascular.

Imaging Modalities:

Angiography - Positions work in the Imaging, Angiography, or Cardiovascular Services Department of a hospital and is responsible for performing special and/or interventional procedures under the direction of a physician such as: angiographic procedures involving abdominal, renal, organ biopsies, carotid/cerebral arteriogram, and extremity arteriograms, venograms, pulmonary, stent placement, thrombolysis, embolizations, electrophysiology (i.e., temporary and permanent pacemaker insertions, ablations, etc.) and other interventional procedures for gathering and capturing images for diagnostic information. This position may also perform imaging duties of operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's orders, protocols and quality standards as established by the department and facility and lithotripsy procedures using ultrasonic and fluoroscopic equipment.

Computed Tomography (CT) - Positions work in the Imaging Department of a hospital and is responsible for performing various computed tomography procedures for imaging of human anatomy. This includes transferal and photographing of images, archiving post, processing multiplanar, 3D vascular and/or 3D-bone reconstruction and performing appropriate protocols. This position may also perform imaging duties of operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's orders, protocols and quality standards as established by the department and facility and lithotripsy procedures using ultrasonic and fluoroscopic equipment.

Echocardiography - Positions work in the Imaging, Echocardiography, or Cardiovascular Services Department of a hospital or outpatient clinic and is responsible for performing a variety of diagnostic procedures including Echocardiogram, Dobutamine, Stress-testing, and trans-esophageal echocardiograms using ultrasonic equipment to obtain diagnostic data for physician review and evaluation.

Mammography - Positions work in the Imaging Department of a hospital and is responsible to perform mammographic examinations utilizing diagnostic imaging equipment in accordance with policies and procedures, protocols and quality standards as established by the Mammography Quality Standards Act of 1992 (MQSA) and final guidelines revised. This position may also perform imaging duties of operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's orders, protocols and quality standards as established by the department and facility and lithotripsy procedures using ultrasonic and fluoroscopic equipment.

Magnetic Resonance Imaging (MRI) - Positions work in the Imaging Department of a hospital and is responsible to perform clinical diagnostic magnetic resonance imaging and other procedures associated with the production of MRI images utilizing standard or modified imaging techniques in accordance with physician's ordered procedures, protocols and quality standards as established by the department and facility.

Nuclear Medicine - Positions work in the Imaging Department of a hospital and is responsible for performing the technical nuclear medicine procedures as an adjunct to the diagnosis and/or treatment of patients.

Radiation Therapy - Positions work in the Oncology Center of a hospital and is responsible for performing a variety of radiation therapy treatments, simulations, treatment planning, and fabrication of specialized treatment aide in accordance with the prescription and instructions of the physician.

Ultrasound - Positions work in the Imaging Department of a hospital and is responsible to produce two-dimensional ultrasonic recordings of internal organs, using ultrasound

equipment, for use by physician in diagnosis of disease and study of malfunction of organs.

Vascular – Positions work in the Imaging or Cardiovascular Services Department of a hospital or outpatient clinic and is responsible for performing a variety of diagnostic procedures utilizing high frequency ultrasound, Doppler, and/or physiologic pressures to assist physicians in the diagnosis of disorders of the circulatory system. Vascular exams include, but are not limited to, duplex imaging of peripheral, extra cranial carotid, and intra-abdominal circulation and plethysmographic pressures of peripheral circulation.

IMAGING SPECIALIST I

5.800

Duties Summary:

Under the supervision of a higher level Imaging Specialist, provides diagnostic imaging procedures utilizing ionizing radiation producing equipment in accordance with physician's orders, protocols and quality standards as established by the department and facility; and performs other related duties as assigned. The position may work on rotating shifts, with work on weekends and holidays and may require standby and call back duty.

Distinguishing Characteristics:

This is the entry level in the Imaging Specialist series. Positions in this class are responsible for providing diagnostic imaging procedures utilizing ionizing radiation producing equipment. The work is performed under the guidance of a higher level Imaging Specialist in order to gain experience for the independent worker level.

Examples of Duties:

1. Examination:

- Operates imaging equipment, fluoroscopy, or other similar types of equipment using standard or modified imaging techniques in accordance with the hospital and/or department policy and procedures, protocols and quality standards.
- Sets up, fixes and adjusts immobilization devices as necessary.
- Prepares oral, IV, and enema contrast materials, to render organs more opaque.
- Assists patients to remove all radiopaque articles of clothing or jewelry that are near site for study.
- Measures thickness of area to be radiographed using calipers, and sets kilovolts, milliamperes, and exposure time.
- Performs special imaging procedures and/or techniques such as myelograms,

discograms, arthrograms, etc., as prescribed by a physician.

- Consults with physicians on special cases to do special imaging examinations.
- Prepares equipment, supplies and work area in accordance with infection control, policy and procedures and sterile techniques.
- Reviews examination orders and correlates patient clinical history with examination performed. Investigates discrepancies as needed.
- Ensures that services are performed in a safe environment in accordance with established guidelines.
- Ensures full understanding by patient during examination.
- Understands basic nursing skills and provide quality patient care based on specific needs including but not limited to age, medical condition, and/or developmental status (e.g., careful and proper positioning of patients, helping dress and undress patients when necessary, cleaning patients when necessary, blood pressures, pulses, respiration and CPR).

2. Quality Control:

- Responsible for maintaining and cleaning of imaging equipment surfaces and all other equipment in the department. Reports any malfunction of equipment and unsafe conditions to the supervisor.
- Monitors and ensures prompt transfer of all images to film or other media to facilitate interpretations.
- Assists physicians, nurses, clerical personnel and other staff as necessary to ensure prompt patient flow and to maximize the efficiency of the site.
- Assist in collecting all previous X-Rays, CT scans, Nuclear medicine scans, Ultrasound scans and all pertinent data for comparison before exam.
- Maintains technical knowledge of operation of imaging equipment.
- Assists clerical staff in scheduling patients as needed.
- Participates in the maintenance of department's quality assurance program; recommends changes on policies, procedures and protocols.
- Observes safety and health regulations and works in accordance with safe work procedures and policies of the department and hospital.
- Responsible for maintaining an adequate inventory of supplies.

Knowledge and Abilities Required:

Knowledge of: Basic knowledge of operation of imaging equipment, radiation safety, medical terminology and department protocols. Methods for developing and processing x-ray films and plates. Knowledge of standard precautions, hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards.

Ability to: Apply the principles, methods and techniques of ionized imaging equipment/procedures; deal effectively with patients and other individuals; operate

imaging equipment; keep records and prepare reports and instruct patients and others in imaging procedures.

Code of Ethics: Ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgment and initiative. Ability to promote a positive, collaborative practice atmosphere.

IMAGING SPECIALIST II

5.801

Duties Summary:

Independently performs a wide range of diagnostic imaging procedures utilizing ionizing radiation producing equipment; and performs other duties as required.

Distinguishing Characteristics:

This class reflects the independent worker level which is responsible for the operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's orders, protocols and quality standards as established by the department and facility. Supervision received is general in nature.

Examples of Duties:

1. Examination:

- Operates imaging equipment, fluoroscopy, or other similar types of equipment using standard or modified imaging techniques in accordance with the hospital and/or department policy and procedures, protocols and quality standards.
- Sets up, fixes and adjusts immobilization devices as necessary.
- Prepares oral, IV, and enema contrast materials, to render organs more opaque.
- Assists patients to remove all radiopaque articles of clothing or jewelry that are near site for study.
- Measures thickness of area to be radiographed using calipers, and sets kilovolts, milliamperes, and exposure time.
- Performs special imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., as prescribed by a physician.
- Consults with physicians on special cases to do special imaging examinations.
- Prepares equipment, supplies and work area in accordance with infection control, policy and procedures and sterile techniques.
- Reviews examination orders and correlates patient clinical history with examination performed. Investigates discrepancies as needed.

- Ensures that services are performed in a safe environment in accordance with established guidelines.
- Ensures full understanding by patient during examination.
- Understands basic nursing skills and provide quality patient care based on specific needs including but not limited to age, medical condition, and/or developmental status (e.g., careful and proper positioning of patients, helping dress and undress patients when necessary, cleaning patients when necessary, blood pressures, pulses, respiration and CPR).

2. Quality Control:

- Responsible for maintaining and cleaning of imaging equipment surfaces and all other equipment in the department. Reports any malfunction of equipment and unsafe conditions to the supervisor.
- Monitors and ensures prompt transfer of all images to film or other media to facilitate interpretations.
- Assists physicians, nurses, clerical personnel and other staff as necessary to ensure prompt patient flow and to maximize the efficiency of the site.
- Assist in collecting all previous X-Rays, CT scans, Nuclear medicine scans, Ultrasound scans and all pertinent data for comparison before exam.
- Maintains technical knowledge of operation of imaging equipment.
- Assists clerical staff in scheduling patients as needed.
- Participates in the maintenance of department's quality assurance program; recommends changes on policies, procedures and protocols.
- Observes safety and health regulations and works in accordance with safe work procedures and policies of the department and hospital.
- Responsible for maintaining an adequate inventory of supplies.

Knowledge and Abilities Required:

Knowledge of: General knowledge of operation of imaging equipment, radiation safety, and departmental protocols, standard precautions, hospital policies and procedures, rules and regulations, government regulatory requirements and accrediting standards, and the policies, procedures and work rules of the work site.

Ability to: Perform a wide range of services, function independently and provide instruction regarding imaging procedures and radiation safety to lower level staff and other health care providers.

Code of Ethics: Ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgment and initiative. Ability to promote a positive, collaborative practice atmosphere.

IMAGING SPECIALIST III

5.802

Duties Summary:

Performs lead specialist duties such as daily work flow organization, preparing work schedules, and training of new employees as well as general specialist duties such as ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's orders, protocols and quality standards as established by the department and facility or under the supervision of a higher level Imaging Specialist, receives training and assists in activities pertaining to specialized imaging procedures; and performs other duties as required. The position may work on rotating shifts, with work on weekends and holidays and may require standby and call back duty.

Distinguishing Characteristics:

Imaging Specialist III positions are typically of two general types:

Type A: A specialist performing lead specialist duties such as daily work flow organization, preparing work schedules, and training of new employees as well as the most difficult diagnostic imaging procedures. This position is also involved in the supervisory, program development and evaluation aspects as it relates to diagnostic imaging services. This position is responsible for planning, organizing, and coordinating an imaging services program for a facility or region, including the development and maintenance of operational policies and procedures and necessary coordination of services with other disciplines. Positions may also provide direct services to clients for a significant portion of the time.

Type B: A specialist who under the supervision of a higher level Imaging Specialist, receives training and assists in activities pertaining to specialized imaging procedures; and performs other duties as required.

Examples of Duties:

Type A:

Lead: Oversees the daily technical activities of the section; daily work flow organization; prepares work schedules; responsible for product inventory; order supplies and preparing purchase orders as necessary; coordination of equipment maintenance; resolves conflicts or problems (i.e., physicians, patients, or supplies). Take corrective action as necessary; conduct new employee training; assist in the evaluation and completion of employee performance appraisals/competencies; participates in selection interviews; complete statistical reports (e.g. monthly, annual or as needed); review and assess new equipment and make recommendations to Supervisor or Director of

Imaging; may oversee other imaging modalities that are within the scope of practice allowed by license.

Examination: Operates imaging equipment, fluoroscopy, or other similar types of equipment using standard or modified imaging techniques in accordance with the hospital and/or department policy and procedures, protocols and quality standards; sets up, fixes and adjusts immobilization devices as necessary; prepares oral, IV, and enema contrast materials, to render organs more opaque; assists patients to remove all radiopaque articles of clothing or jewelry that are near site of study; measures thickness of area to be radiographed using calipers, and sets kilovolts, milliamperes, and exposure time; performs special imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., as prescribed by a physician; consults with physicians on special cases to do special imaging examinations; prepares equipment, supplies and work area in accordance with infection control, policy and procedures and sterile techniques; reviews examination orders and correlates patient clinical history with examination performed. Investigates discrepancies as needed; ensures that services are performed in a safe environment in accordance with established guidelines; ensures full understanding by patient during examination; understands basic nursing skills and provide quality patient care based on specific needs including but not limited to age, medical condition, and/or developmental status (e.g., careful and proper positioning of patients, helping dress and undress patients when necessary, cleaning patients when necessary, blood pressures, pulses, respiration and CPR).

Quality Control: Responsible for maintaining and cleaning of imaging equipment surfaces and all other equipment in the department. Reports any malfunction of equipment and unsafe conditions to the supervisor; monitors and ensures prompt transfer of all images to film or other media to facilitate interpretations; assists physicians, nurses, clerical personnel and other staff as necessary to ensure prompt patient flow and to maximize the efficiency of the site; assist in collecting all previous X-Rays, CT scans, Nuclear medicine scans, Ultrasound scans and all pertinent data for comparison before exam; maintains technical knowledge of operation of imaging equipment; assists clerical staff in scheduling patients as needed; participates in the maintenance of departments quality assurance program; recommends changes on policies, procedures and protocols; observes safety and health regulations and works in accordance with safe work procedures and policies of the department and hospital; responsible for maintaining an adequate inventory of supplies; cross train and perform duties and responsibilities in other modalities, as required, for which the employee is competent and qualified as part of an ongoing program to enhance employee development and provide for maximum utilization of staff and services within related fields.

Type B:

Assessment duties include: confirms patient information and verifies the procedure prescribed; selects equipment for use in specialized imaging procedure setup according

to specifications of procedure; determines optimal scanning parameters; explains process to patient and positions patient for procedure; ensures safe environment in accordance with established guidelines; ensures that imaging equipment and other related equipment are comply with established guidelines; conducts a variety of specialized imaging procedures under the direction and supervision of a physician and/or higher level imaging specialist; maintains aseptic and isolation techniques; and discusses test results with supervisor or attending physician.

Quality Control duties include: complete procedures as requested in accordance with quality control standards; reports equipment problems and unsafe conditions to the supervisor; restocks and maintains assigned work station/equipment; and assists in identifying operational problems and implementing changes.

Records Documentation duties include: documents diagnostic, treatment, patient data and any exceptions from established criteria or procedures; records diagnostic or treatment data and performs routine archiving status checks and deletes data according to established guidelines; maintains documentation of Quality Assurance (QA) activities, procedures, and results in accordance with established guidelines; and completes daily teleradiology tallies/documentation in accordance with established procedures.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required; maintains competencies within appropriate time frame; and uses the principles of growth and development and pain management to assess patient needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Thorough knowledge of operation of imaging equipment, radiation safety, and departmental protocols, standard precautions, hospital policies and procedures, rules and regulations, government regulatory requirements and accrediting standards, perform the full range of services to the patients of the work site, independently. Basic knowledge of specialized imaging equipment and physics of specialized imaging procedures, safety, medical terminology and department protocols. Thorough knowledge of the policies, procedures and work rules of the work site.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Perform a full range of diagnostic imaging procedures utilizing ionizing radiation equipment independently and provide instruction regarding imaging procedures and radiation safety to subordinates and others. Apply the principles, methods and techniques of specialized imaging equipment/procedures; deal effectively with patients and other individuals; operate specialized imaging equipment; keep records and prepare reports and instruct patients and others in the specialized imaging

procedures. Ability to interpret and formulate operating policies and procedures, direct the work of others and establish and maintain effective and cooperative working relationships.

Code of Ethics: Ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgment and initiative. Ability to promote a positive, collaborative practice atmosphere.

IMAGING SPECIALIST IV

5.803

Duties Summary:

Independently performs a full range of specialized imaging procedures in a specific specialty; and performs other duties as required.

Distinguishing Characteristics:

This class reflects the fully independent journeyworker level which performs the full range of specialized imaging procedures in a specific specialty. Incumbents of positions in this class are required to independently perform specialized imaging procedures in accordance with department/hospital protocols and procedures.

Examples of Duties:

Assessment duties include: confirms patient information and verifies the procedure prescribed; selects equipment for use in specialized imaging procedure setup according to specifications of procedure; determines optimal scanning parameters; explains process to patient and positions patient for procedure; ensures safe environment in accordance with established guidelines; ensures that imaging equipment and other related equipment are comply with established guidelines; conducts a variety of specialized imaging procedures under the direction and supervision of a physician and/or higher level imaging specialist; maintains aseptic and isolation techniques; and discusses test results with supervisor or attending physician.

Quality Control duties include: complete procedures as requested in accordance with quality control standards; reports equipment problems and unsafe conditions to the supervisor; restocks and maintains assigned work station/equipment; and assists in identifying operational problems and implementing changes.

Records Documentation duties include: documents diagnostic, treatment, patient data and any exceptions from established criteria or procedures; records diagnostic or

treatment data and performs routine archiving status checks and deletes data according to established guidelines; maintains documentation of Quality Assurance (QA) activities, procedures, and results in accordance with established guidelines; and completes daily teleradiology tallies/documentation in accordance with established procedures.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required; maintains competencies within appropriate time frame; and uses the principles of growth and development and pain management to assess patient needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Thorough knowledge of imaging equipment and physics of specialized imaging procedures, safety, medical terminology and department protocols. Thorough knowledge of standard precautions, hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Perform a full range of specialized imaging procedures in a specific specialty independently and provide instruction regarding specialized imaging procedures and radiation safety to lower level staff and other health care providers.

Code of Ethics: Ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

IMAGING SPECIALIST V

5.804

Duties Summary:

Performs the most difficult of specialized imaging procedures in a specific imaging specialty and is responsible to perform lead specialist duties, for a small to moderate-sized imaging services program for a facility or region. May also develop and evaluate policies, procedures and standards and conducts studies concerning the provision of imaging services provided by a facility or region; and performs other related duties as assigned.

Distinguishing Characteristics:

This position performs lead specialist duties such as daily work flow organization, preparing work schedules, and training of new employees as well as the most difficult specialized imaging procedures; also involved in the supervisory, program development and evaluation aspects as it relates to imaging services; and is responsible for planning, organizing, and coordinating an imaging services program for a facility or region, including the development and maintenance of operational policies and procedures and necessary coordination of services with other disciplines. Positions may also provide direct services to clients for a significant portion of the time.

Examples of Duties:

Plans, conducts and coordinates a program of imaging services including program evaluation activities; develops and implements staff development activities; develops and revises operational policies, procedures and standards for the imaging program; conducts studies of operations, program problems and activities and makes recommendations for modification and expansion of existing imaging services or initiation of new services; updates policies and procedures manuals; attends conferences and staff meetings for cooperative planning of programs or services; prepares correspondence, reports, case histories, and other material; may supervise a small group of lower level Imaging Specialist and other subprofessional and professional workers; assigns, schedules and reviews work of subordinates and provides them with guidance and assistance; evaluates work performance and approves leaves; provides technical guidance and assistance to staff; interviews job applicants, resolves work problems, provides orientation and in-service training to new professional and subprofessional personnel; provides advisory and consultative services and program information to other staff; provides a full range of imaging procedures for a specific imaging modality; provide training of imaging procedures; maintains adequate supplies and material for program operation; provides fieldwork training experience for imaging students; prepares and supplies program budgetary information. Positions may also provide direct services to clients.

Lead duties include: direct supervision of the section; daily work flow organization; prepares work schedules and assignments; ensures adequate staffing levels to meet the needs of the section; responsible for product inventory; ordering supplies and preparing purchase orders; coordination of equipment maintenance; conduct new employee training; establish work performance standards for the section; complete statistical reports; review and assess new equipment and make recommendations to supervisor; may oversee other imaging modalities that are within the scope of practice allowed by license.

Assessment duties include: uses consistent and appropriate techniques to gather relevant information from the medical record, significant others and health care

providers; reconfirms patient identification and verifies the procedure requested or prescribed; determines whether the patient has been appropriately prepared for and consented to the procedure; assesses factors that may contraindicate the procedure, ensures that services are performed in a safe environment in accordance with established guidelines; ensures that equipment maintenance and operation comply with established guidelines; assesses equipment to determine acceptable performance based on established guidelines; ensures that protocol and procedure manuals include recommended criteria and are reviewed and revised on a regular basis; assess the patient's physical and mental status prior to procedure and upon discharge from care.

Pre/Post Examination & Patient Education duties include: selects various imaging exposure techniques as appropriate, including routine, non-routine and fast activation; assesses whether services, procedures and environment meet established guidelines following appropriate reporting process; evaluates laboratory values prior to administering contrast media and beginning interventional procedures; evaluates equipment to determine if it meets established standards and follows appropriate reporting process for any deficiencies; selects appropriate patient immobilization devices; determines optimal imaging parameters for suspected pathology; determines the appropriate type and dose of contrast agent to be administered; interpret physicians' order and correlate with procedure; ensures that all procedural requirements are in place; explains precautions regarding administration to contrast agents; performs specialized procedures and maintenance procedures according to established protocols and guidelines; administers contrast agents according to established guidelines and monitors the patient for reactions to contrast agents; uses appropriate radiation safety devices; and monitors the patients' physical condition during the procedure.

Quality Control duties include: revises scanning parameters in accordance with established guidelines; implements special filming or computer-generated information to improve the outcome of the procedure; alters scanning parameters to improve the quality of the procedure; reviews images to determine if additional scans will enhance the diagnostic value of the procedure; evaluates the patient and the procedure to identify variances that may affect patient outcome; evaluate the procedure against established protocols and guidelines; identify any exceptions to the expected outcome; reviews all diagnostic or therapeutic data for completeness and accuracy; determines whether the actual outcome is within established criteria; performs quality assurance (QA) activities based on established protocols and establishes an action plan to ensure safe practice and improved quality of materials, equipment and skills.

Records Documentation duties include: documents diagnostic, treatment and patient data in the appropriate record; documents any exceptions from the established criteria or procedures; records diagnostic or treatment data and performs routine archiving status checks and deletes data according to established guidelines; maintains documentation of QA activities, procedures, and results in accordance with established guidelines; completes daily teleradiology tallies/documentation in accordance with

established procedures.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required or requested; reports broken or malfunctioning equipment; adhere to safety/infection control policies and procedures, hospital rules and regulations, policies and procedures, professional code of ethics, regulatory agency guidelines and requirements, and accreditation standards; maintain a clean, well-stocked, safe environment; ordering, stocking, and taking of inventory supplies; trouble shoots equipment failures or errors to identify problems; completes work orders for repairs and maintenance; maintains competencies within appropriate time frame; and uses the principles of growth and development and the principles of pain management to assess patient needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Thorough knowledge of imaging equipment and physics of specialized imaging procedures, safety, medical terminology and department protocols. Thorough knowledge of standard precautions, hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards. Knowledge of the principles and practices of supervision.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Perform a full range of specialized imaging procedures in a specific specialty independently and provide instruction regarding specialized imaging procedures and radiation safety to subordinates and other health care providers. Ability to interpret and formulate operating policies and procedures, plan, coordinate and conduct an imaging program; advise and counsel staff effectively, prepare program budget; supervise the work of others and establish and maintain effective and cooperative working relationships with others.

Code of Ethics: Ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

IMAGING SPECIALIST VI

5.805

Duties Summary:

Supervises and manages the daily operations of the Department which utilizes imaging equipment to perform specialized diagnostic procedures in accordance with policies and procedures; protocols and quality standards. Imaging services may include diagnostic imaging, fluoroscopy, mammography, ultrasound, computed tomography, nuclear medicine, angiography, cardiac catheterization, ultrasound, mammography, echocardiography, vascular and/or magnetic resonance imaging and also performs radiographic examinations and other duties as required.

Distinguishing Characteristics

This position oversees and manages a staff of imaging specialists who perform imaging procedures in diagnostic imaging and specialized areas such as Angiography, Cardiac Catheterization, Computed Tomography, Echocardiography, Mammography, Magnetic Resonance Imaging, Nuclear Medicine, Radiation Therapy, Ultrasonography, and Vascular.

Use of Specialty Titles:

The following specialty titles are established:

Diagnostic Imaging Supervisor - This position is responsible for managing the daily operations of the Imaging Department that may include diagnostic imaging, fluoroscopy, mammography, ultrasound, vascular, computed tomography, nuclear medicine, and angiography.

Special Procedures Supervisor - This position is responsible for managing the daily operations of the Special Procedures Section of the Imaging Department that may include angiography, computed tomography, ultrasound, nuclear medicine, mammography, echocardiography, vascular and/or magnetic resonance imaging services.

Cardiovascular Supervisor - This position is responsible for managing the daily operations of the Cardiovascular Section that may include angiography, cardiac catheterization and echocardiography.

Examples of Duties:

Plans, organizes, and directs the daily operations of the Imaging or Cardiovascular Services Department, ensure adequate staffing levels; recommends changes in Imaging polices to carry out objectives of the department more effectively; ensures compliance with all policies, procedures, regulations, and standards that apply to the functioning of the department; prepares the department budget and controls the expenditures of the section by analyzing costs, obtaining competitive bids in accordance with State and Corporate policies and guidelines; assists in the Quality Improvement Program for the department and directs change in the Department's operating procedures as necessary; recommends improvements of the physical structure and equipment in the section; assists in the safety program of the department and ensures compliance for safe equipment, operation and working environment.

Supervisory Activities include: Supervises a staff of Imaging Technologists/Specialists; orients new employees in the department specific policies and procedures; provides on-the-job training and coordinates with others to provide continuing education classes; establishes work performance standards for various positions in the department; reviews, investigates and assists in resolving personnel problems; and prepares the work schedules and assignments for staff.

Technical Activities include: Operates various imaging/fluoroscopic equipment and any other equipment as needed and with appropriate licensure; prepares and assists physicians with special procedures as needed for staff support and only if incumbent has the appropriate licensure/certification; demonstrates competency in imaging procedures and special procedures as necessary.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required or requested, for which the employee is competent and qualified, maintains competencies through continuing education and credentialing, inservices and/or unit/hospital competencies within appropriate time frame; and uses the principles of growth and development and pain management to assess each patient's specific needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Knowledge of the principles and practices of supervision and policies, procedures and business practices in a hospital environment; imaging regulations and standards; quality improvement processes; data collection and statistical analysis and good customer service principles.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Ability to supervise several imaging technologists/specialists and perform various administrative housekeeping duties.

Code of Ethics: Ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgment and initiative. Ability to promote a positive, collaborative practice atmosphere.

This is the first class specifications for the classes; IMAGING SPECIALIST I – VI, effective March 16, 2016.

DATE APPROVED: March 16, 2014

LANCE SEGAWA
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