



North Metropolitan Health Service
Job Description Form

HSS Registered September 2016

Senior Radiation Therapist
(Brachytherapy)
Health Salaried Officers Agreement: HSO Level P2
Position Number: 007271
Radiation Oncology/Medical Specialties Division
Sir Charles Gairdner Hospital

Reporting Relationships

Chief Radiation Therapist
 HSO Level P6
 Position Number: 000971



Deputy Chief Radiation Therapist
 HSO Level P4
 Position Number: 000972



This Position



← Also reporting to this supervisor:

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Directly reporting to this position:			Other positions under control
Title	Classification	FTE	•
Radiation Therapist	HSO Level P1	2.0 – 4.0	

Prime Function / Key Responsibilities

Manage the efficient operation of the brachytherapy unit including training of new staff and students. Participate in theatre, operate ultrasound equipment and undertake localisation and planning. Deliver safe and accurate treatment using radiation therapy equipment in accordance with accepted protocols.

Brief Summary of Duties (in order of importance)

1. Senior Radiation Therapist (Brachytherapy) Duties

- 1.1 Manages the brachytherapy unit including coordinating efficient delivery of treatment to patients, problem solving treatment related issues and ensuring efficient functioning of treatment equipment.
- 1.2 Performs localisation procedures to establish volumes including the use of CT and ultrasound and verify plans for treatment.
- 1.3 Undertakes the planning and quality assurance of dosimetry required for the prescribed patient brachytherapy treatment including documentation.
- 1.4 Liaise with multidisciplinary team regarding patients' plan and treatment including arranging for the scheduling of patient treatment review by consultants and for inpatient transport as required.
- 1.5 Leads team in the pursuit and maintenance of department's vision and goals.
- 1.6 Manage an external beam treatment unit and staff when no brachytherapy patients are scheduled.
- 1.7 Maintain patient treatment records and statistics.
- 1.8 Participate in regular departmental management meetings to contribute to improved efficiency and patient outcomes.
- 1.9 Supervises staff and students and provides professional assistance and support in their practice and decision making.
- 1.10 Participate in approved research and maintains and develops protocols as required.

2 NMHS Governance, Safety and Quality Requirements

- 2.1 Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 2.2 Participates in an annual performance development review and undertakes performance development review of staff under their supervision.
- 2.3 Supports the delivery of safe patient care and the consumers' experience including identifying, facilitating and participating in continuous safety and quality improvement activities, and ensuring services and practices align with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 2.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 2.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 2.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

3 Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Tertiary qualification in Radiation Therapy and eligible for registration with the Medical Radiation Practice Board of Australia and licensing with the Radiological Council of WA.
2. Substantial recent post graduate experience in external beam and brachytherapy current techniques.
3. Demonstrated organisational and problem solving skills in relation to radiation oncology issues.
4. Well-developed communication skills, both written and verbal.
5. Demonstrated team leadership and management skills and ability to function effectively as a member of a multidisciplinary team.
6. Demonstrated commitment to continuing professional development.
7. Knowledge of quality assurance principles and methodologies and quality improvement principles and their practical application.
8. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

Desirable Selection Criteria

1. Possession of or progress towards relevant post graduate qualifications.

Appointment Prerequisites

Appointment is subject to:

- Evidence of current registration with the Medical Radiation Practice Board of Australia and licensing with the Radiological Council of WA must be provided prior to commencement.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager/Supervisor

Name:
Signature/HE:
Date:

Dept./Division Head

Name:
Signature:
Date:

Position Occupant

Name:
Signature:
Date: