



North Metropolitan Health Service
 Women and Newborn Health Service

Job Description Form

HSS Registered

Medical Imaging Technologist

Health Salaried Officers Agreement: P-1

Position Number: 00005484,00005593

BreastScreen WA / Women and Newborn Health Service

Reporting Relationships

Chief Medical Imaging Technologist
 Level P-5
 Position Number: 00005431



Senior Medical Imaging Technologist
 Level P-2
 Position Number: 00005443



This Position



← Also reporting to this supervisor:

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Directly reporting to this position:

Title	Classification	FTE

Other positions under control

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Prime Function / Key Responsibilities

Responsible for the provision and maintenance of mammography screening services at Metropolitan sites (including Mandurah and Bunbury) and/or country mobile clinics.

Brief Summary of Duties (in order of importance)

1. General

- 1.1 Ensures that the welfare, privacy and security of the patient during examination are maintained.
- 1.2 Produces mammograms of maximum diagnostic value in accordance with radiation health standards.
- 1.3 Provides information and support to women on the mammography screening and assessment pathway.
- 1.4 Accurately records all significant information in relation to the examination.
- 1.5 Ensures the accurate identification of images.
- 1.6 Ensures the correct archiving and transfers of images to PACS, as required to comply with BSWA policy and procedures.
- 1.7 Performs quality assurance tests on mammographic equipment to comply with BSWA policies and procedures.
- 1.8 Ensures that adequate supplies of radiographic and related material are kept in stock at the screening unit at all times.
- 1.9 Complies with Occupational Safety Health instructions in accordance with BSWA policies and procedures.
- 1.10 Performs reception duties in the mammography Screening Services units as required.
- 1.11 Ensures the emergency repair of all mammographic imaging and related equipment, record equipment faults and the necessity for emergency maintenance in the maintenance log and reports these matters to the Senior Medical Imaging Technologist.
- 1.12 Participates in training courses for radiographers performing mammography as an integral member of the breast screening team.
- 1.13 Participates in the on-the-job training and induction of the screening service staff.
- 1.14 Participates in quality improvement activities as required.
- 1.15 Works across various health sites as required.

2. NMHS Governance, Safety and Quality Requirements

- 2.1 Participates in the maintenance of a safe work environment.
- 2.2 Participates in an annual performance development review.
- 2.3 Supports the delivery of safe patient care and the consumers experience including participation in continuous quality improvement activities in accordance 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

Medical Imaging Technologist | HSO Level P1 | 00005484, 00005593

Essential Selection Criteria

1. Pursuant to Section 27 (2) of the Equal Employment Opportunities Act 1984, the occupant of this position must be female.
2. Tertiary qualification in Medical Imaging and eligible for registration with the Medical Radiation Practice Board of Australia and licencing with the Radiological Council of WA.
3. Good interpersonal, verbal and written communication skills including the ability to relate effectively with people of all social and cultural backgrounds.
4. Good problem solving skills including conceptual and analytical ability.
5. Ability to work with minimal supervision and in a team environment.
6. Demonstrated organisational ability to prioritise workloads and meet deadlines.
7. Current 'C or C-A' class driver's licence.

Desirable Selection Criteria

1. Experience and knowledge of mammography and understanding of related quality assurance.
2. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

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.
- Six (6) month probation period.
- Ability to work at Metropolitan sites (including Mandurah and Bunbury) and/or country mobile clinics.
- Evidence of Current "C" or "C.A." class driver's licence 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: Glenys Campbell
Signature/HE: HE33107
Date: 02/06/2018

Dept./Division Head

Name: Carolyn Madeley
Signature/HE: HE80605
Date: 02/06/2018

Position Occupant

Name:
Signature/HE:
Date: