



HSS Registered

Working with Children  
Check (WWCC) Required

## Neurophysiology Technologist

### Health Salaried Officers Agreement; HSO Level P1

Position Number: 00013415

SU4 M / Neurology

Perth Children's Hospital / QEII Nedlands

#### Reporting Relationships

Head of Department – Neurology & Neurosurgery  
MP Year 1-9  
Position Number: 00011905



Senior Neurophysiology Technologist  
HSO Level P2  
Position Number: 00013024



**This Position**



Reporting to this position:

Title	Classification	FTE
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Also reporting to this supervisor:

- Neurophysiology Technologist  
HSO Level P1

#### Key Responsibilities

Performs diagnostic procedures and neurophysiological monitoring within the Neurology Department, ensuring an efficient and effective output is maintained.

## Brief Summary of Duties

### 1. Clinical procedures

- 1.1 Performs diagnostic procedures, standard and advanced investigations.
- 1.2 Assists with complex techniques and specialised procedures.
- 1.3 Evaluates data obtained through the procedure to validate diagnosis.

### 2. Professional

- 2.1 Takes responsibility for the welfare, privacy and security of the patient during procedures.
- 2.2 Interprets requests and determines the appropriate clinical procedure.
- 2.3 Ensures the minimisation of risks to patients, and alerts the Senior Neurophysiology Technologist to patients at risk and the need for urgent intervention.
- 2.4 Complies with infection control guidelines for the safety of patients, staff and the general public.
- 2.5 Calibrates, operates, and participates in the maintenance of clinical equipment.
- 2.6 Provides a consultative service on the interpretation of clinical data.
- 2.7 Assists supervisor and other Neurophysiology Technologists.
- 2.8 Provides professional support and guidance to new staff.
- 2.9 Liaises with medical and other staff.
- 2.10 Develops and maintains links with key stakeholders.

### 3. Administration

- 3.1 Assists with document management, and ensures the technical integrity of records.
- 3.2 Evaluates, edits and archives analogue and digital clinical investigations.
- 3.3 Assists with clinical, research and financial data management, and provides information for inclusion in departmental reporting.
- 3.4 Ensures the confidentiality of patient records.
- 3.5 Participates in team meetings.
- 3.6 Participates in the development of policies and standards.
- 3.7 Maintain adequate store of clinical consumables in procedure rooms.

### 4. Education and Research

- 4.1 Participates in the evaluation of new techniques and test parameters.
- 4.2 Participates in approved clinical research and clinical data collection.
- 4.3 Prepares educational material in clinical Neurophysiology for other health professionals.
- 4.4 Participates in, and attends, tutorials, professional development, and education programs.
- 4.5 Assists in the professional supervision, training and assessment of students.

### 5. CAHS Governance, Safety and Quality Requirements

- Takes reasonable care for their own health and safety and others and participates in the maintenance of a safe work environment.
- Participates in the CAHS performance development review process.
- Supports the delivery of culturally appropriate safe patient care and the consumers' experience ensuring services are family centred. This includes 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.
- Completes mandatory training (including safety and quality training) as relevant to role.
- Performs duties in accordance with Government, WA Health, Child and Adolescent Health Service and Departmental / Program specific policies and procedures.

- Abides by and upholds the WA Health Code of Conduct, CAHS Vision, Mission and Values, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

## 6. Undertakes other duties as required.

## Work Related Requirements

### Essential Selection Criteria

- Tertiary qualification in medical sciences, clinical sciences, physiology, biomedical sciences or nursing, and eligible for full membership of the Association of Neurophysiological Technologists of Australia (ANTA).
- Proven effective communication (verbal and written) and interpersonal skills.
- Demonstrated initiative and ability to manage high work levels in an isolated environment with limited supervision.
- Ability to work autonomously and as part of a team.
- Ability to operate computer based technology and basic computer skills.

### Desirable Selection Criteria

- Previous experience in a patient care environment.
- Post-graduate Certificate in Clinical Neurophysiology (Charles Sturt University) or Certificate IV in Neurophysiology Technology (RMIT).
- Training in CPR.
- Current knowledge of legislative and other regulatory requirements in the areas of equity and diversity, disability services and occupational safety and health and how these impact on employment, people management and service delivery.

### Appointment Pre-requisites

Appointment is subject to:

- Evidence of eligibility for or current full membership of the Association of Neurophysiological Technologists of Australia (ANTA) must be provided prior to commencement.
- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- 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 or	..... HE Number	..... Date
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..... Directorate/ Dept. Head	..... Signature or	..... HE Number	..... Date
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As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

..... Occupant Name	..... Signature or	..... HE Number	..... Date
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**HSS Registration Details** (to be completed by HSS)

**Created on**      September 2016

**Last Updated on**      November 2018