



## JOB DESCRIPTION FORM

### Section 1 - POSITION IDENTIFICATION

		<b>Position No:</b>	100009
<b>Division:</b>	Kimberley	<b>Title:</b>	<b>Senior Medical Imaging Technologist</b>
<b>Branch:</b>	Kununurra, Wyndham, Halls Creek Health Services	<b>Classification:</b>	HSO Level P2
<b>Section:</b>	Medical Imaging Department	<b>Award/Agreement:</b>	Health Salaried Officers Agreement

### Section 2 - POSITION RELATIONSHIPS

<b>Responsible To</b>	<b>Title:</b>	Operations Manager	<b>Other positions reporting directly to this position:</b>
	<b>Classification:</b>	HSO Level G11	
<b>Position No:</b>	100000		
		↑	
<b>Responsible To</b>	<b>Title:</b>	Senior Medical Officer	<b>Title</b> Senior Medical Imaging Technologist – Multiple District Medical Officer – Procedural Obstetrics - Multiple District Medical Officer – Non Procedural - Multiple District Medical Officer – Procedural Anaesthetics - Multiple Health Service Medical Practitioner
	<b>Classification:</b>	SMO Year 1 – 4	
<b>Position No:</b>	100013		
		↑	
<b>This Position</b>	<b>Title:</b>	<b>Senior Medical Imaging Technologist</b>	
	<b>Classification:</b>	HSO Level P2	
	<b>Position No:</b>	100009	
		↑	

<b>Positions under direct supervision:</b>	<b>← Other positions under control:</b>								
<table border="1"> <thead> <tr> <th>Position No</th> <th>Title</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Position No	Title			<table border="1"> <thead> <tr> <th>Category</th> <th>Number</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Category	Number		
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### Section 3 - KEY RESPONSIBILITIES

Provide a quality diagnostic imaging (including CT Scanning) service at Kununurra and Wyndham Hospitals and as the X-ray Operator Support Medical Imaging Technologist (XOSMIT) monitors and supervises X-ray Operators.

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The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to over half a million people, including over 50,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle almost as many births as the State’s major maternity hospital – and 40% of the State’s emergency presentations. The range of health services provided include acute inpatient and emergency care, population and public health, mental health, Aboriginal health, aged care and includes increasing number of services provided by telehealth video-conferencing.

Our dedicated and committed staff work hard to fulfil our vision of Healthier country communities through partnerships and innovation, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

**OUR PURPOSE – What we are here to do**

WACHS improves country people’s health and well-being through access to quality services and by supporting people to look after their own health.

**OUR STRATEGIC DIRECTIONS**

1. Improving the experience of health care.
2. Valuing consumers, staff and partnerships.
3. Governance, performance and sustainable services.

**OUR GUIDING PRINCIPLES**

- Consumers first in all we do.
- Safe, high quality services and information at all times.
- Care closer to home where safe and viable.
- Evidence based services.
- Partnerships and collaboration.

**OUR VALUES**

**Community** – making a difference through teamwork, cooperation, a ‘can do’ attitude and country hospitality.

**Compassion** – listening and caring with empathy, respect, courtesy and kindness.

**Quality** – creating a quality health care experience for every consumer, continual improvement, innovation and learning.

**Integrity** – accountability, honesty and professional, ethical conduct in all that we do.

**Justice** – valuing diversity, achieving health equality, cultural respect and a fair share for all.

**WA Country Health Service**  
**30 July 2019**  
**REGISTERED**

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**Section 4 - STATEMENT OF DUTIES**

D. N	Details	F	%
<b>1</b>	<b>Professional/Clinical</b>		<b>65</b>
1.1	Performs all diagnostic Medical Imaging Radiographic (including CT Scanning service) procedures as the Technologist solely responsible for the examination and in accordance with current MIT, DOH and other professional standard.	D	
1.2	Responsible for the competent and efficient use of all imaging facilities including general, mobile x-ray equipment, processing systems and tele-radiology.	D	
1.3	Provides outreach radiology services to Halls Creek and Wyndham.	D	
1.4	Ensures that the integrity of each examination is maintained by correct selection of the appropriate procedures, safe use of ionising radiation confirmation of image quality and corrects image data recording in accordance with WACHS-Kimberley, DOH and Radiological Council policies and requirements.	D	
1.5	Liaises with health service staff, Medical Practitioners and Radiologist to ensure an effective and client-focused service, assisting Radiologist and Medical Practitioners with fluoroscopy and special procedures where necessary.	D	
1.6	Performs all procedures as requested by authorised referrers in accordance with the Radiation Safety Act 1975.	D	
1.7	Prioritise the workload according to medical urgency and clinical demand.	D	
1.8	Maintains appropriate quality improvement process of imaging apparatus and associated equipment through regular testing, maintenance and accurate data recording. This includes compliance with NATA Accreditation Standards.	R	
1.9	Conforms to recognised international standards and levels in regard to radiation and chemical hazards.	D	
1.1	Performs the duties and responsibilities of Radiation Safety Officer under Regulation 18 of the Radiation Safety Act 1975.	R	
1.11	Ensure all imaging equipment is operating to specific standards.	D	
1.12	Provides and after hours "ON CALL" service, as is prescribed by WACHS policy.	D	
1.13	Ensure patient dignity, privacy and security is maintained at all times.	D	
<b>2</b>	<b>Training &amp; Development / X-Ray Operator Support Services</b>		<b>15</b>
2.1	Responsible for Medical Imaging Services performed by all accredited X-Ray operators at nominated hospitals and maintains appropriate records.	D	
2.2	Provides professional, technical support and training to all allocated X-ray operator sites and ensure compliance with the Radiation Safety Act 1975, by undertaking site visits, performing tutorials and refresher courses.	R	
2.3	Ensures all sites maintain Quality improvement programs for all imaging apparatus and processing facilities and ensures radiographs are of a consistently high standard.	R	
2.4	Uses current, professional accepted standards of practice to constructively assess the performance of self and others to ensure the development of MIT skills and knowledge in accordance with Kununurra Health Service and WACHS – Kimberley strategic goals.	D	
2.5	Extends own professional knowledge and skills relating to clinical practice, management and professional interest.	R	
2.6	Participates in performance management programme.	R	
2.7	Co-ordinates the development and implementation of evidence based competencies for the medical imaging department.	D	
2.8	Co-ordinates and reviews the orientation program for new MIT's including x-ray operators to ensure comprehensive and effective induction.	R	
2.9	Attends in-service programmes.	R	
2.10	Supervises and teaches assigned students within the medical imaging department.	AR	
<b>3</b>	<b>Management/ Quality Improvement</b>		<b>15</b>
3.1	Manages the business and office functions of the Medical Imaging Service including organising sessions for visiting specialist and liaising with Radiological Clerical staff.	D	
3.2	Prepares budget submission for the replacement and upgrading of equipment with in the Medical Imaging Department.	AR	
3.3	Requisitions and maintains Medical Imaging consumable stock items using cost-efficient methods and approved ordering procedures.	R	
3.4	Maintains patient examination data for records, accounting, statistical or research purposes.	D	
3.5	Produces and reports monthly statistics to DOH and Radiology service provider liaising with Radiological Clerical staff	R	
3.6	Maintains equipments to appropriate operational, OS&H and infection control standards.	D	
3.7	Maintains and reviews Medical Imaging departmental policy and procedure manual in accordance with DOH operational instructions, MHS requirements and ACHS standards.	R	
3.8	Ensures development, implementation and regular review of appropriate MIT quality improvement protocols and projects in conjunction with the QI co-ordinator.	R	
3.9	Ensure active participation of the medical imaging department in the ACHS Equip, NATA and other accreditation programs when required.		
<b>4</b>	<b>OTHER</b>		<b>5</b>
4.1	Other duties as directed by line manager or their delegate.	AR	
4.2	Participates in approved research and evaluation projects.	R	
4.3	Works in compliance with the Equal Employment Opportunity, disability Service and Occupational Health and Safety Legislation	D	
<p><i>The occupant of this position will be expected to comply with and demonstrate a positive commitment to the highest achievement level in Equal Employment Opportunity, Occupational Safety &amp; Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.</i></p>			

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## Section 5 - SELECTION CRITERIA

### ESSENTIAL:

- 1 Tertiary qualification in Medical Imaging and eligible for registration with the Medical Radiation Practice Board of Australia and licensing with the Radiological Council of WA.
- 2 Demonstrated knowledge of appropriate radiographic procedures including CT Scanning knowledge and skills, and patient care principles.
- 3 Effective interpersonal, oral and written communication skills.
- 4 Ability to work as a sole practitioner and provide an after-hours availability service.
- 5 Understanding of radiation film bandage monitoring and the Radiation Safety Act and its Regulations in the provision of Medical Imaging Services in Western Australia.
- 6 Demonstrated problem solving and innovation, ability to diagnose and resolve simple equipment faults and failures.
- 7 Current C Class drivers Licence and an ability and willingness to travel including overnight stays away from home.

### DESIRABLE:

- 1 Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.
- 2 Previous experience with x-ray operator support program requirements.
- 3 Previous experience with MIT and/or client based quality improvement programmes.
- 4 Willingness to participate in the country ultrasound program.

## Section 6 – APPOINTMENT FACTORS

<b>Location</b>	Kununurra	<b>Accommodation</b>	As per WACHS Kimberley Accommodation Policy
<b>Allowances/ Appointment Conditions</b>	Where applicable - District Allowance, Annual Leave Travel Concession, one week additional Annual leave for above the 26 <sup>th</sup> parallel, air conditioning subsidy. Appointment is subject to: <ul style="list-style-type: none"> <li>• 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</li> <li>• Provision of the minimum identity proofing requirements</li> <li>• Successful Criminal Record Screening clearance</li> <li>• Successful Pre-Employment Health Assessment</li> <li>• Successful WA Health Integrity Check</li> <li>• Successful Working With Children Check</li> <li>• Evidence of a current C or C-A class driver's licence and ability to travel within the region as required including overnight stays</li> </ul>		
<b>Specialised equipment operated</b>			

## Section 7 – CERTIFICATION

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

Signature and Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Operations Manager**  
Kununurra, Wyndham and Halls Creek Health Services

Signature and Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Regional Director**  
WACHS Kimberley

As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name	Signature	Date Appointed	Date Signed

**WA Country Health Service**

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