



Job Description Form

HSS REGISTERED

Supervising Medical Imaging Technologist

Health Salaried Officers Agreement: P-4

Position Number: 00005444

BreastScreen WA / Women and Newborn Health Service

Reporting Relationships

Medical Director
MP Level 16-24
Position Number: 00005515



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



This Position



← Also reporting to this supervisor:

Directly reporting to this position:

Title	Classification	FTE
Medical Imaging Technologist	P-2	1.0

Other positions under control

Prime Function / Key Responsibilities

Responsible for overseeing the development, implementation and review of a Medical Imaging Technical Quality Assurance program and Training Program, to ensure BreastScreen WA operations meet and are in accordance with National Accreditation Standards. Assist the Chief MIT with the general administration of Medical Imaging Services.

Brief Summary of Duties (in order of importance)

1. Administration

- 1.1 Assist the Chief MIT with the control and co-ordination of staff and the implementation of policies and practices with reference to reflective practice and clinical/professional reasoning.
- 1.2 Coordinate the development, implementation and ongoing evaluation of a Technical Quality Assurance Program to ensure BSWA produces high quality imaging that meets and is in accordance with National Accreditation Standards.
- 1.3 Participate in staff recruitment and selection
- 1.4 Monitor the quality of radiography services, including mammographic image quality and make recommendations to the Chief Medical Imaging Technologist to improve service delivery.
- 1.5 Performs the PGMI assessment of the Medical Imaging Technologists in accordance with National Accreditation Standards.
- 1.6 Ensure all staff practice recognised radiation minimising techniques and safety and coordinate monitoring for personal radiation dosage.
- 1.7 Coordinates Datix CIMS (Clinical Incident Management System) and CFM (Client Feedback Module) as they relate to mammography screening services.
- 1.8 Attend relevant departmental and inter-departmental meetings.
- 1.9 Provide technical and operational advice to the Chief Medical Imaging Technologist to ensure the effective and efficient operation of Mammography Screening Services.

2. Professional

- 2.1 Interpret radiological requests and perform procedures in accordance with the Radiation Safety Act and other relevant legislation of health service policies.
- 2.2 Supervision and performance management of MIT's using a high standard of leadership and managerial skills.
- 2.3 Investigate, evaluate and recommend new strategies, including coordination of service planning and development for strategic service planning processes.
- 2.4 Provide relief on any of the metropolitan fixed site clinics as required.
- 2.5 Responsible for monitoring Radiological Safety Standards in accordance with Radiological Council regulation.

3. Education

- 3.1 Coordinate the development, implementation and review of induction and training programs for screening unit staff to ensure high quality imaging in accordance with National Accreditation Standards.
- 3.2 Prepare and deliver lectures and technical training sessions in accordance with ASMIRT Education Policy guidelines.
- 3.3 Prepare and deliver relevant educational seminars of a technical nature to update staff on the use of new equipment, safe work practices and Technical Quality Assurance policies and procedures
- 3.4 Provide feedback on Technical Quality Assurance issues to Medical Imaging Technologists and implement remedial training as required.

4. NMHS Governance, Safety and Quality Requirements

- 4.1 Participates in the maintenance of a safe work environment.
- 4.2 Participates in an annual performance development review.
- 4.3 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.
- 4.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 4.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 4.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

5. Undertakes other duties as directed

Work Related Requirements

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. Experience in management of medical imaging services, initiating independent judgement in coordinating the daily provision of general and specialised imaging services
4. Able to independently supervise and control all aspects of the performance of staff with attributes which ensure continued, effective staff management and leadership.
5. Excellent interpersonal, verbal and written communication skills including the ability to relate effectively with people of all social and cultural backgrounds.
6. Considerable experience, knowledge and understanding of screening mammography.
7. Knowledge and understanding of mammographic quality assurance with experience in the development of quality assurance programs.
8. Demonstrated experience in developing and implementing clinical training programs.
9. Well-developed organisational and problem solving skills.
10. Ability to travel intrastate/interstate as required.
11. Current "C or C-A" class driver's licence.

Desirable Selection Criteria

1. Knowledge of BreastScreen Australia and National Accreditation Standards.
2. Possession of a Certificate of Clinical Proficiency in Mammography from ASMIRT.
3. 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.
- Ability to travel intrastate/interstate for short periods.
- Current "C" or "C.A." class driver's licence.
- 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: Carolyn Madeley
Signature/HE: HE80605

Dept./Division Head

Name: Dr Liz Wylie
Signature/HE: HE14586

Position Occupant

Name:
Signature/HE:
Date: