



**HSS Registered**

**Medical Imaging Assistant**  
**Health Salaried Officers Agreement: G-2**  
**Position Number: 102699**  
**Nuclear Medicine**  
**Royal Perth Hospital / East Metropolitan Health Service (EMHS)**

**Reporting Relationships**

Chief Nuclear Medicine Technologist  
Award Level: HSO P-5  
Position Number:



Supervising Nuclear Medicine Technologist  
Award Level: HSO P-3  
Position Number:



**This Position**



Directly reporting to this position:

| Title   | Classification | FTE |
|---------|----------------|-----|
| • Title | Award; Level   | FTE |
| • Title | Award; Level   | FTE |

← Also reporting to this supervisor:  
• Title, Level, FTE

**Key Responsibilities**  
 Transports patients to and from the Department of Nuclear Medicine. Assist Nuclear Medicine Technologists' with scheduling, preparation, positioning and transferring patients. Assist with cleaning, checking stock supplies and preparation of imaging rooms. Assists with routine gamma camera quality control.

## EMHS Vision and Values

### Our Vision

***Healthy people, amazing care.  
Koorda moort, moorditj kwabadak.***

**Healthy people** refers to the commitment we have as an organisation to ensure our staff, patients and the wider community have access to comprehensive healthcare services, in order to maintain healthy lives.

**Amazing care** reflects the sentiment of those consumers accessing our healthcare services from feedback provided to us. This common statement resonates with the health service and reflects our intentions in our practice and work every day.

As a health service which celebrates diversity of culture and languages, it is also important that our vision is shared in the Noongar language.

### Our Values

Our Values reflect the qualities that we demonstrate to each other and our community every day. Our staff make a difference every day to the patients, families and consumers they provide care, advice and support to. The EMHS values capture the shared responsibility that we uphold as most important, which are:

- **Kindness** – kindness is represented in the support that we give to one another. This is how we demonstrate genuine care and compassion to each and every person.
- **Excellence** – excellence is the result of always striving to do better. This is represented by constant improvements to the way in which we deliver our services, which results in a high performing health service.
- **Respect** – we demonstrate respect through our actions and behaviours. By showing each other respect, in turn we earn respect.
- **Integrity** – integrity is doing the right thing, knowing it is what we do when people aren't looking that is a true reflection of who we are.
- **Collaboration** – collaboration represents working together in partnership to achieve sustainable health care outcomes for our community with a shared understanding of our priorities.
- **Accountability** – together we have a shared responsibility for ensuring the best health care outcomes for our community. This is a reminder that it is not only our actions, but also the actions we do not do, for which we are accountable.



Royal Perth Hospital staff share a strong sense of pride in the longstanding principles of Servio, Latin for 'to serve' which adorns our historic crest. The principles of this statement, adopted in 1937 bear testimony to the longstanding tradition of excellence in service that we strive to perpetuate into the future.

## Brief Summary of Duties (in order of importance)

### 1. General

- 1.1 Assists with manipulation and operation of imaging equipment.
- 1.2 Assists with positioning of patients.
- 1.3 Undertakes patient transport throughout the hospital.
- 1.4 Assists with patient preparation and transfer to imaging beds for Nuclear Medicine procedures.
- 1.5 Assists with the scheduling of patient procedures.
- 1.6 Assists with daily cleaning, checking and preparation of imaging rooms and ancillary equipment.
- 1.7 Assists with scanning patient related information.
- 1.8 Attend to patients in a professional manner.
- 1.9 Attend to special room cleans as and when required.
- 1.10 Assist with the transfer of patients and equipment to designated areas.
- 1.11 Ensure that patient welfare, privacy and security be observed during procedure.
- 1.12 Maintain adequate stock levels in the Nuclear Medicine Department; pharmaceutical drugs for injection excluded.

### 2. Nuclear Medicine Duties

- 2.1 Co-ordinates the flow of patients to the Nuclear Medicine Department in conjunction with the Nuclear Medicine Technologists, by liaising with the relevant ward regarding transport requirements.
- 2.2 Cleans all imaging equipment, imaging and consultation rooms in accordance with hospital infection control policies.
- 2.3 Assist in preparation of patients for Nuclear Medicine and Bone Mineral Density examinations by changing patients into gowns and ensuring patients have voided for Nuclear Medicine scans and assisting patients to complete questionnaires, obtaining height and weight for Bone Density examinations.
- 2.4 Assist with completing Radiology Information Studies (RIS) duties prior to imaging procedures and in preparation for reporting.
- 2.5 Assist with the daily Gamma Camera quality control checks.
- 2.6 Assist with the disposal of radioactive waste after injection and the preparation of the Technegas Machine pre and post ventilation.

### 3. EMHS Governance, Safety and Quality Requirements

- 3.1 Participates in the maintenance of a safe work environment.
- 3.2 Actively participates in the Peak Performance program.
- 3.3 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
- 3.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 3.5 Performs duties in accordance with the EMHS Vision and Values, WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act and Government, WA Health, EMHS and Departmental / Program specific policies and procedures.

4. **Performs other duties** as specified by the Supervising and Chief Nuclear Medicine Technologists.

### Work Related Requirements

The following criteria should be read together with the Brief Summary of Duties and considered in the context of the EMHS Values.

#### Essential Selection Criteria

1. Previous patient contact in a “care” situation e.g.: assisting healthcare professionals with treatment or examination of patients.
2. Demonstrated interpersonal and communication skills.
3. Demonstrated experience working in a team environment.
4. Capable of transporting and helping to move patients and equipment, using correct manual handling techniques
5. Accurate keyboard and computer skills.

#### Desirable Selection Criteria

1. Previous experience assisting with imaging examinations.
2. Previous intravenous cannulation and medical imaging assistant experience.
3. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

#### Appointment Prerequisites

Appointment is subject to:

- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

### Certification

|   |                          |                  |                    |
|---|--------------------------|------------------|--------------------|
| <b>The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.</b> |                          |                  |                    |
| _____<br>Manager / Supervisor   | _____<br>Signature       | or               | _____<br>HE Number |
| _____<br>Dept. / Division Head Name   | _____<br>Signature       | or               | _____<br>HE Number |
| _____<br>Date   |                          |                  |                    |
| <b>As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.</b>  |                          |                  |                    |
| _____<br>Occupant Name  | _____<br>Signature       | or               | _____<br>HE Number |
| _____<br>Effective Date   | _____<br>Date            |                  |                    |
| <b>HSS Registration Details (to be completed by HSS)</b>  |                          |                  |                    |
| Created on  | _____<br>Last Updated on | 17 February 2022 |                    |