



## West Wimmera Health Service Position Description

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|----------------------|---|
| <b>Position:</b>     | Medical Imaging Technologist  |
| <b>Location:</b>     | Based at Nhill  |
| <b>Reporting to:</b> | Executive Director of Clinical Services   |
| <b>Division:</b>     | Clinical Services - Radiology   |
| <b>Award:</b>        | Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2016-2020 |
| <b>Level:</b>        | Dependent on skills, qualifications and experience as per Award   |

### Overview of West Wimmera Health Service

Our community is the heart of West Wimmera Health Service. We are committed to delivering the highest quality health services and ensuring our services meet the needs of our population.

We deliver services across a 22,000 square kilometre region, which is home to nine rural townships including Nhill, Gorokey, Jeparit, Kaniva, Rainbow, Natimuk, Minyip, Murtoa and Rupanyup.

### Our Values

#### Total Care

Delivering care that is safe, effective and person-centred, always

#### Safety

Providing a safe workplace and services free from avoidable harm

#### Unity

Working well together in a great place to work

#### Accountability

Doing the right thing by our stakeholders and ourselves

#### Innovation

Using our imagination - if there's a better way we will find it

### Our Strategic Directions

|                |   |
|----------------|---|
| Strategy one   | Empower our community to live their best life |
| Strategy two   | Invest in population health                   |
| Strategy three | Build partnerships for healthier communities  |
| Strategy four  | Harness technology and innovation             |
| Strategy five  | Strengthen our workforce capacity             |

## Position Relationships:

| Key Internal Relationships   | Key External Relationships   |
|--|--|
| <ul style="list-style-type: none"><li>• Employees</li><li>• Contracted and Employed Radiology staff</li><li>• Chief Medical Imaging Technologist</li><li>• Executive Director of Clinical Services</li><li>• Visiting Medical Officers</li><li>• Specialists</li><li>• Patients</li><li>• Residents</li><li>• Volunteers</li></ul> | <ul style="list-style-type: none"><li>• Consultants</li><li>• Consumers</li><li>• Community</li><li>• Visitors</li></ul> |

## Position Overview:

To perform radiographic examinations and associated duties in accordance with standard radiographic practice, departmental policy and the Code of Ethics of the Australian Institute of Radiography.

## Key Selection Criteria:

### Essential:

1. Effective communication and organisational skills
2. Worker screening clearance – police check, working with children check and DWES (Disability Worker Exclusion Scheme check)
3. Current Certificate of Registration to practice from the Medical Radiation Practice Board of Australia, via the Australian Health Professional Regulation Agency (AHPRA).
4. Current Radiation Use Licence issued by the Department of Health (VIC)

### Desirable:

1. Victorian Driver's Licence
2. Active involvement in on-going professional development and/or involvement in the Australian Institute of Radiography's or equivalent CPD program and using the WWHS quality program.
3. At least 4 years' experience as a qualified Radiographer with some hands on experience in a number of modalities.

## Personal Attributes:

1. Must be able to demonstrate good communication skills and a customer - patient focus.
2. Personal and professional standards must be demonstrably high.
3. Demonstrate commitment to the overall efficiency and functioning of their workplace.
4. Demonstrate a desire to learn and to teach others.
5. Must possess good self-evaluative skills.
6. Must be innovative and interested in new ideas.
7. Must show commitment to patient care.
8. Must lead with knowledge and by example.
9. Must be prepared to embrace change and willing to participate in change processes.

**Key Responsibilities:**

- To perform radiographic examinations and associated duties in accordance with standard radiographic practice, departmental policy and the Code of Ethics of the Australian Institute of Radiography.
- Assist in guiding the clinical practice of undergraduates and M.I.T has to ensure that their activities are in accordance with standard radiographic practice, departmental policy and the Code of Ethics of the Australian Institute of Radiography.
- Ensure that all clerical requirements involved in an examination is completed accurately and promptly.
- Complete other such clerical or statistical documents as requested from time to time by the Chief M.I.T. or Clinical Services Executive.
- Assist in the provision and maintenance of an optimal safe environment; protecting patients and staff from the dangers of radiation exposure, chemical fumes, accidental fire and other hazards.

**Statement of duties:****Professional Practice:**

- Ensure familiarity with the expected standards of performance in the role and actively contribute to own personal development.
- Maintain a good working knowledge of and adherence to standards and legislation relevant to the role (such as Child Safe Standards, Aged Care Act etc.) and actively promote compliance to any such standards and legislation.
- Comply with all relevant WWHS policies and procedures and any program specific guidelines.
- Attend all required staff meetings and trainings.
- Work in accordance with West Wimmera Health Service's Code of Conduct and demonstrate commitment to the Service's core values.
- Recognise, respond and escalate changes in the patient's condition ( this clause must be included in all clinical Position Descriptions)

**Quality, Safety and Risk Management:**

- Ensure compliance at all times, with mandatory education competencies by the due date in accordance with WWHS policies and protocols.
- Ensure and take all reasonable care for your personal safety and the safety of patients, consumers, volunteers and colleagues.
- Participate in relevant quality improvement activities as directed by the Executive Director Quality & Safety
- Identify and report relevant risks including those relating to human resource management, workplace culture and industrial relations and actively work other staff as appropriate to effectively manage such risks.

**Communication:**

- Maintain a professional and friendly approach in all interpersonal communication with patients, consumers, volunteers and colleagues.
- Ensure effective and open lines of communication with other team members and customers, and WWHS management staff.
- Maintain confidentiality as per West Wimmera Health Service Policy and in accordance with relevant privacy and health records legislation.

**Direct Reports:**

- Chief Medical Imaging Technologist

**Appraisal:**

- Initial appraisal – 3 months after appointment
- Thereafter – 12 monthly.

**Certification**

We hereby agree that the details contained in this document are an accurate statement of the primary requirements of the position.

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| <b>Authorised By Executive Director of Clinical Services</b> |              |
| <b>Name: Jan Fisher</b>                                      |              |
| <b>Signature:</b>  | <b>Date:</b> |

|                                 |              |
|---------------------------------|--------------|
| <b>Position Incumbent Name:</b> |              |
| <b>Signature:</b>               | <b>Date:</b> |