

CENTRAL MONTANA MEDICAL CENTER
POSITION DESCRIPTION

Position Title	Radiology Technician I	Grade	
Department	Radiology	Exempt	
Immediate Supervisor	Radiology Manager	Non-exempt	X
Supervisor next in line		Workweek	Up to 40

POSITION SUMMARY

Responsible for performing and developing various Radiologic, examinations and associated duties. Assist Radiologic Technologist II and train under their guidance in the areas of MRI, CT, Ultrasound, and/or Nuclear Medicine procedures. Performs in accordance with established Hospital/Departmental policies.

Continued employment and raises in this position are dependent upon Central Montana Medical Center's fiscal viability and:

- Actions and communications that contribute to a team concept and create a **positive** environment for **all** customers
- Acceptable performance of essential and all job duties
- Acceptable attendance record
- Accountability for safety to self, patients, visitors and all customers, and care of equipment and building
- Adherence to departmental and facility policies and procedures, education requirements, compliance monitoring and reporting, and CMMC Code of Conduct
- Accountability for the consequences of own actions
- Physical and emotional ability to perform essential functions
- Acceptable background investigation results if required for position

Minimum Education, Experience, Licensure, Certification required:

Education: Graduate of an AMA accredited course in Radiologic Technology
Licensure: Registered ARRT, Montana license
Experience: Experience in all aspects of Radiology to including surgery, ER and portables, certification preferred in one or more of the following: CT, MRI, Mammography.

ESSENTIAL FUNCTIONS/DUTIES:

(Must be able to perform with or without accommodation)

- 1 Performs Radiology, CT, Mammography, MRI, and/or Ultrasound, and Nuclear Medicine exams as requested, Transport patients by wheelchair, stretcher, and bed as needed
- 2 Obtains patient history, answers patient questions and explains procedure
- 3 Prepare patient, equipment, and room for radiology exam, to include patient education, positioning, contrast material, and sterile supplies as needed
- 4 Assists the Radiologist during Radiology procedures
- 5 Process films, clean and maintain processor, cassettes, screens, and dark room. Performs processor QC, and record results.
- 6 Performs ancillary duties required to insure proper scheduling, preparation, documentation, storage, and reporting of radiology exams
- 7 Assist in establishing and maintaining exam protocols and evaluate exams for quality and completeness
- 8 Maintains orderliness and cleanliness in work area
- 9 Request and order supplies as necessary to keep materials on hand at all times
- 10 Enhance professional growth utilizing educational opportunities.
- 11 Rotate through departmental work schedule, take call as required

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12 Completes other duties as assigned

Knowledge, Skills, Abilities:

Knowledge in radiography, CT or mammography
Willingness to attend inservice programs and asks questions to maintain and improve knowledge level.
Ability to adapt to fluctuations in workload assignments and perform appropriately in crisis and emergency situations when time is of the essence.
Ability to read, write, perform basic mathematical computations, follow written and oral directions, basic computer skills.
Judgement to seek guidance and direction, when needed, for performance of duties and ability to recognize, establish and respond to priorities.
Communication skills to effectively relate to/with patients/residents, co-workers, visitors, families, physicians, and the general public. Proper telephone etiquette.
Ability to work under stressful conditions.
Willingness to assume additional duties when requested and to offer assistance to others when indicated.

OCCUPATIONAL EXPOSURE for this position:

X	Category I	Direct contact with blood or other bodily fluid to which universal precautions apply
	Category II	Activity performed without blood/bodily fluids exposure, but exposure may occur in emergency
	Category III	Task/activity does not ordinarily entail predictable exposure to blood/bodily fluids

OTHER EXPOSURE for this position:

X	Radiation	
	Noise	
	Other (Specify)	

PHYSICAL DEMANDS:

(Essential functions strength rating for position - see Job Analysis)

	Sedentary	Exert up to 10# occasionally or negligible force frequently
	Light	Exert up to 20# occasionally, < 10# frequently or negligible force constantly
X	Medium	Exert up to 50# occasionally, up to 25# or up to 10# constantly
	Heavy	Exert up to 100# occasionally, up to 50# frequently or up to 20# constantly
	Very Heavy	Exert > 100# occasionally, > 50# frequently or > 20# constantly

I HAVE READ AND UNDERSTAND THIS POSITION/JOB DESCRIPTION, AND HAVE BEEN PROVIDED THE OPPORTUNITY TO ASK QUESTIONS AND RECEIVE APPROPRIATE ANSWERS. I ALSO UNDERSTAND THAT REASSESSMENT OF ABILITIES TO MEET POSITION REQUIREMENTS MAY BE PERIODICALLY REEVALUATED.

Employee's Signature	Supervisor's Signature	Date