

GENERAL DESCRIPTION OF CLASS

The RADIOLOGIC TECHNOLOGIST operates x-ray and related equipment to take and develop radiographs for general medical diagnostic purposes. The Radiologic Technologist performs technological procedures within the facility and schedules and coordinates radiological exams done outside the facility.

DISTINGUISHING FEATURES

This is a single classification and not currently part of a series of classes.

DUTIES AND RESPONSIBILITIES

The duties listed below are not inclusive but characteristic of the type and level of work associated with this class. Individual positions may do all or some combination of the duties listed below as well as other related duties.

1. Radiographic Procedures

Positions and immobilizes patient to obtain optimum radiograph with minimum discomfort to patient. Positions equipment to obtain the view requested by physician for a variety of cases (e.g., gastrointestinal, multiple injury, handicapped, nonambulatory). Calculates exposure factors, as necessary, using technique chart. Sets control panel and takes radiograph. Processes films and reviews and critiques radiographs.

2. Records

Checks information pertinent to the examination from patient records and referring physician. Maintains patient records (e.g., verifies requisition for patient identification and notes size and number of films). Makes corresponding identification on films, maintains daily log, and attaches reports to film envelopes. Maintains card and film files and disperses reports.

3. Quality Control

Provides statistical information as required for quality assurance program. Reviews radiographs for technical quality. Reviews requisitions for radiologic services for completeness and makes sure that the appropriate views were taken.

Enforces radiation safety rules. Formulates technique charts. Isolates and analyzes equipment problems, makes minor repairs and adjustments and reports unsafe or failing equipment to appropriate service personnel. Cleans and disinfects equipment and work area.

4. Coordination

Acts as liaison with technical staff, radiologists, referring physicians, and medical staff. Interprets requests. Writes and assesses operational policies and procedures and makes appropriate changes. Ensures efficient operations within budgetary guidelines. Provides input for budget preparation and equipment purchases. Orders and stocks supplies and provides annual inventory.

RELATIONSHIPS WITH OTHERS

The Radiologic Technologist has regular in-person contact with patients to take x-rays, with physicians to receive instructions, with nurses and staff to schedule and perform x-ray examinations, lift patients, and answer questions. There is also occasional contact with repair persons to get equipment serviced.

SUPERVISION RECEIVED

Licensed Radiologic Technologists receive general supervision from an administrative supervisor. Limited Permit holders work under the direction of a licensed Radiologic Technologist. Work is reviewed for conformance to agency policy and through regular conferences to discuss problems and define goals. The Radiologic Technologist exercises independent judgment in carrying out individual assignments.

Procedural manuals and agency policies and procedures are used to insure proper patient care and to maintain radiation safety standards.

GENERAL INFORMATION

The Radiologic Technologist may be required to work overtime, on-call, or rotating schedules.

KNOWLEDGE AND SKILLS (KS)

General knowledge of the techniques and procedures of radiography.
 General knowledge of proper positioning and shielding of patients to obtain needed x-ray results.
 General knowledge of anatomy and physiology as it relates to radiography.
 General knowledge of the care, operation maintenance and repair of radiographic equipment.
 General knowledge of the procedures and materials used in developing radiographic films.
 General knowledge of math for equipment exposure calculations.
 General knowledge of radiation safety, rules, and regulations.
 Basic knowledge of the formulation of technique charts.
 Basic knowledge of infection control and sterile techniques.

Skill caring for and operating radiographic equipment.
 Skill communicating with patients and gaining cooperation.
 Skill positioning patients to radiograph the required portion of the body.
 Skill maintaining patient records.

SPECIAL QUALIFICATIONS

Ability to obtain a valid Diagnostic Radiologic Technologist license or other authorization issued by the Board of Radiologic Technology to temporarily practice diagnostic radiologic technology while obtaining a license, or, have a current limited permit to do radiographs issued by the Board of Radiologic Technology in the following categories: Head, Upper Extremities, Lower Extremities, Chest and Ribs, Abdomen, and Spine.

NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. Some duties performed by positions in this class may require different KS's. No attempt is made to describe every KS required for **all** positions in this class. Additional KS requirements will be explained on the recruiting announcement.

Adopted 4/90

Revised 7/98