

## 1. General Information

<b>Position Title:</b>	Radiographer (Medical Imaging Technologist)
<b>Division/Department:</b>	Catheter Laboratory
<b>Position Reports to:</b>	Nurse Unit Manager
<b>Enterprise/Individual Agreement:</b>	Epworth HealthCare Health Professionals Enterprise Agreement
<b>Classification/Grade:</b>	NMT21 – NMT25
<b>Location:</b>	
<b>Employment Status:</b>	Full Time / Part Time / Casual
<b>Resource Management</b> (for Management positions only) <b>Number of Direct Reports:</b> <b>Budget under management:</b>	N/A
<b>Key Relationships - internal and external</b>	<ul style="list-style-type: none"><li>• Patients, inclusive of family member(s) &amp; visitors</li><li>• Medical staff and VMOs</li><li>• Multi-disciplinary team colleagues; internal service providers, ie. Pathology, patient transport, radiology</li></ul>

## 2. Overview of Epworth HealthCare

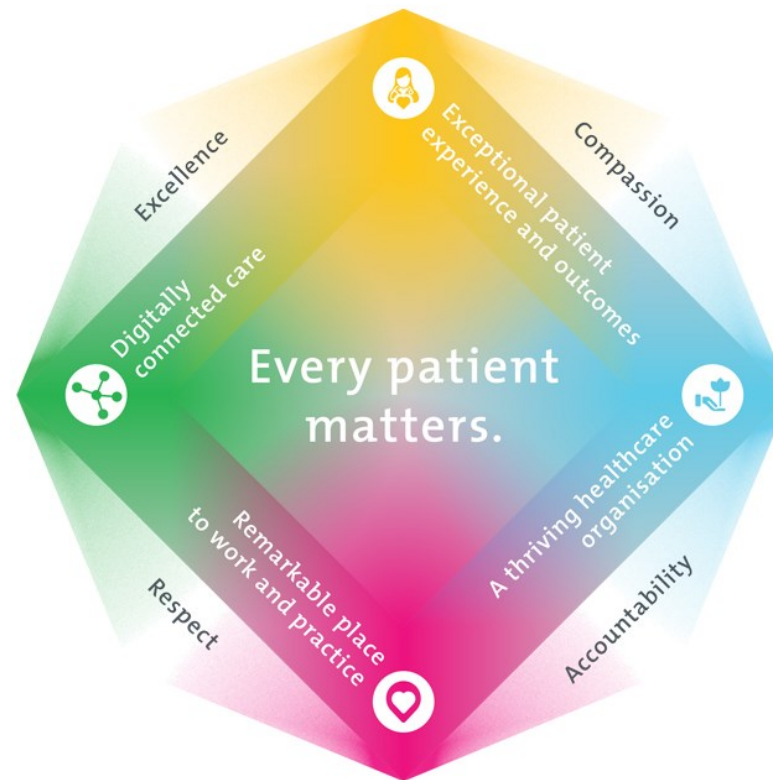
Epworth HealthCare is Victoria's largest not-for-profit private health care group, renowned for excellence in diagnosis, treatment, care and rehabilitation. Epworth is an innovator in Australia's health system, embracing the latest in evidence-based medicine to pioneer treatments and services for our patients.

Epworth's values define our approach and our delivery. We pride ourselves on communicating our values and delivering on them in a real and meaningful way. Our Values are Compassion, Accountability, Respect and Excellence. More information can be found on the [Epworth website](#).

Epworth's purpose is Every Patient Matters.

Our Vision is Delivering another 100 years of exceptional healthcare and innovation to the Victorian community.

## 3. Epworth HealthCare Strategy



All roles are linked to the Epworth strategy and are fundamental in achieving its vision and purpose.

**Exceptional patient experience and outcomes** - To empower our patients and deliver compassionate, expert and coordinated care.

**A thriving healthcare organisation** - To adapt and grow in a changing healthcare landscape by delivering a unique private not-for-profit healthcare organisation.

**Remarkable place to work and practice** - To ensure Epworth is an outstanding place to work and practice through a culture of care and investment in our people.

**Digitally connected care** - To innovate and improve the digital experience, interactions and outcomes for our patients, staff and doctors.

## 4. Purpose of the Position

To collaborate and provide high quality radiography care. Ensure individual patient experience that is in accordance with the patient's physical, psychological, emotional, social and spiritual wellbeing. Utilise available resources, promote and participate in all national standards and quality activities and provide outstanding customer service to ensure positive clinical outcomes

## 5. Clinical Governance Framework

This role is required to put into practice the Clinical Governance Framework at Epworth as every employee is accountable for ensuring that our patients and community receive safe, high quality and person-centred care in every interaction with Epworth. This is achieved through active participation in the five domains of clinical governance at Epworth:

<b>Clinical Governance Domain</b>	<b>Role</b>
<b><i>Leadership and culture</i></b>	Promote and participate in a supportive, fair and transparent culture where lessons from previous outcomes are learned and patient safety and quality is a priority at all levels of the organisation.
<b><i>Consumer Partnerships</i></b>	Understand and where relevant, ensure that each patient is actively involved in their own care and treatment including families/carers wherever possible.
<b><i>Effective Workforce</i></b>	Develop and maintain one's own competency, skills and knowledge to ensure high quality service provision and care.
<b><i>Clinical Safety and Effectiveness</i></b>	Understand and where relevant, ensure, that the right care is provided to the right person at the right time, in the right place and patient outcomes are monitored and improved.
<b><i>Risk Management</i></b>	Be responsible for identifying and reporting risks, hazards and near misses for people in our care and participating in risk mitigation strategies.

## 6. Key Accountabilities

KEY RESPONSIBILITIES	MEASURES/KPIs TO BE ACHIEVED
<p><b>Patient Care</b></p> <ul style="list-style-type: none"> <li>• Practice in accordance with the National Safety and Quality Health Service (NSQHS) Standards</li> <li>• Practice in accordance with legislative and common law requirements</li> <li>• Utilises a reflective, critical thinking and evidence-based approach to the care of patients</li> <li>• Encourages patients and family members participation in all stages of care continuum</li> <li>• Timely reporting of outcomes of investigations to the VMOs</li> <li>• Demonstrate empathy and compassion to patients and their family, colleagues and VMOs. Respect and uphold the dignity and rights of consumers, relatives, carers, colleagues and members of the community</li> <li>• Maintain patient confidentiality as prescribed by the relevant Acts and organisational policies and protocols</li> <li>• Practices in accordance with Infection Control Standards</li> <li>• Provision of excellence in the delivery of customer service to all patients, staff, visiting medical staff</li> <li>• Procedures are performed within a timely manner and images provided to the clinician</li> <li>• Patient examinations are performed to the standards required by the Consultant and with the use of the ALARA principal</li> <li>• Develops and collates images promptly following completion of imaging procedures</li> <li>• Compliance with the EMI and EHC Radiation Safety Management Plan</li> <li>• Completes the required data entry into Victorian Cardiac Outcome Register (VCOR) for patients treated in the Cath Lab</li> </ul>	<ul style="list-style-type: none"> <li>• Compliance with mandatory and department specific competencies every 12 months or as prescribed</li> <li>• Compliance with NSQHS</li> <li>• Compliance with legislative and common law requirements</li> <li>• Patient and customer service satisfaction surveys to be within organisational targets</li> <li>• Sound relationships developed and maintained with customers</li> <li>• Compliance with Information Privacy Act (2000) and the Health Records Act (2000)</li> <li>• Compliance with EEO &amp; Social Media Policies and Protocols of Epworth HealthCare</li> <li>• Clearly explained procedures to patients in your care</li> <li>• VCOR data entry is compliant and current</li> </ul>

# Position Description



<p><b>Team Work</b></p> <ul style="list-style-type: none"> <li>• Works cooperatively and collaboratively with all members of the multidisciplinary team</li> <li>• Provides positive and constructive feedback to others team members</li> <li>• Actively participates as a member of the departments team</li> </ul>	<ul style="list-style-type: none"> <li>• Attends and actively participates in department and team meetings</li> <li>• Feedback from team members</li> </ul>
<p><b>Quality Improvement</b></p> <ul style="list-style-type: none"> <li>• Strives to consistently improve service delivery and clinical practice</li> <li>• Provides suggestions, and feedback to Radiographer in charge and Manager on quality activities</li> <li>• Actively participates in quality improvement activities within the department in accordance with the National Standards for Clinical Excellence and ACHS Accreditation Standards</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of participation in quality activities</li> <li>• Improved patient care</li> <li>• Improvement in performance of department and Epworth healthcare site</li> <li>• Show a proactive attitude in reviewing, supporting and implementing relevant research into the clinical environment</li> </ul>
<p><b>Personal and Professional Development</b></p> <ul style="list-style-type: none"> <li>• Participates in prescribed performance development system annually</li> <li>• Evaluates personal performance and plans self-development</li> <li>• Participates in the orientates new and casual staff</li> <li>• Participates in and provides education for students</li> </ul>	<ul style="list-style-type: none"> <li>• Completion of annual performance appraisal</li> <li>• Participation in in-services, department education, department meetings</li> <li>• Completion of objectives outlined in self-development plan (provide evidence of)</li> </ul>
<p><b>Customer Service</b></p> <p>Epworth is committed to the provision of excellent customer service to all of our people, customers and stakeholders including patients and external suppliers.</p> <p>Superior patient service leads to improved healing in a trusting, caring environment and creates a safe environment for patients and employees.</p> <ul style="list-style-type: none"> <li>• Provide excellent, helpful service to patients, visitors and staff</li> <li>• Communicate with clear and unambiguous language in all interactions, tailored to the audience</li> </ul>	<ul style="list-style-type: none"> <li>• Patient and customer service satisfaction surveys within agreed targets</li> <li>• Use AIDET principles in all interactions</li> <li>• Issues are escalated to the manager and resolved in a timely manner</li> </ul>

<ul style="list-style-type: none"> <li>• Build customer relationships and greet customers and patients promptly and courteously</li> <li>• Actively seek to understand patients' and their family's (customers) expectations and issues</li> </ul>	
<p><b>Safety and Wellbeing</b></p> <p>Participate actively and positively in the area of health and safety to reduce all hazards and incidents within the workplace</p> <ul style="list-style-type: none"> <li>• Report all hazards, incidents, injuries and near misses immediately to your manager and log them in RiskMan</li> </ul>	<ul style="list-style-type: none"> <li>• Adhere to infection control/personal hygiene precautions</li> <li>• Implement and adhere to Epworth OHS policies, protocols and safe work procedures</li> <li>• Mandatory training completed at agreed frequency</li> </ul>

## 7. Position Requirements/Key Selection Criteria

COMPONENT	
Qualifications	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Registered Radiographer with Australian Practitioner Regulation Agency [AHPRA]</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Relevant Post Graduate qualification</li> </ul>
Previous Experience	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Experience and post graduate qualifications in sub-specialties such as cardiac/vascular Cath lab</li> </ul>
Required Knowledge & Skills	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Understanding of licensing registration and legislation requirements relating to radiation safety</li> <li>• Demonstrates excellent communication skills</li> <li>• Knowledge and commitment to Acts, Agreements and Epworth healthcare directions, policies, procedures and staff code of conduct</li> <li>• Knowledge and understanding of National Standards for Clinical Excellence and ACHS Accreditation Standards</li> <li>• Ability to operate x-ray and peripheral equipment in Cath Lab and Endovascular suite using the ALARA principle</li> </ul>

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	<ul style="list-style-type: none"> <li>Ability to troubleshoot all equipment operated by the radiographer</li> </ul>
<p><b>Personal Attributes &amp; Values</b></p> <p>All employees are expected to consistently work in accordance with Epworth's values and behaviours</p> <ul style="list-style-type: none"> <li>Compassion</li> <li>Accountability</li> <li>Respect</li> <li>Excellence</li> </ul>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>Committed to providing a safe environment for patients &amp; colleagues</li> <li>Professional work ethic</li> <li>Practices within the ethos of the Epworth HealthCare Values &amp; Behaviours</li> <li>Self-motivated and self-directed</li> </ul>

## Document Control

Date Developed:	Date Last Reviewed:	Developed and Reviewed By (Position Title):
February 2024		

## 8. Employee Position Declaration

I have read and understand the requirements and expectations of the above Position Description. I agree that I have the physical ability to fulfil the inherent physical requirements of the position, and accept my role in fulfilling the Key Accountabilities. I understand that the information and statements in this position description are intended to reflect a general overview of the responsibilities and are not to be interpreted as being all-inclusive.

Employee Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_