

1. General Information

Position Title:	Cardiac Technologist Grade 3
Division/Department:	Cardiac Diagnostic Services
Position Reports to:	
Enterprise/Individual Agreement:	Epworth HealthCare Allied Health Professionals Enterprise Agreement
Classification/Grade:	Health Professional Grade 3 (HP31-HP34)
Location:	Richmond
Employment Status:	
Resource Management (for Management positions only) Number of Direct Reports: Budget under management:	N/A
Key Relationships - internal and external	<ul style="list-style-type: none">• Patients, inclusive of family member(s) & visitors• Medical staff and VMOs• Multi-disciplinary team colleagues and internal service providers i.e. pathology, patient transport, radiology

2. Overview of Epworth HealthCare

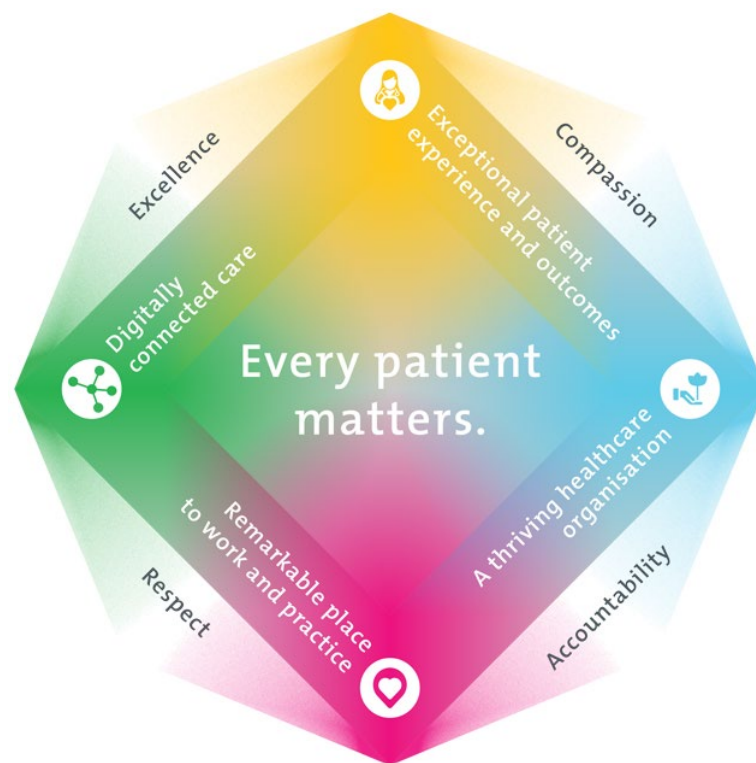
Epworth HealthCare is Victoria's largest not-for-profit private health care group, renowned for excellence in diagnosis, treatment, care and rehabilitation. Epworth is an innovator in Australia's health system, embracing the latest in evidence-based medicine to pioneer treatments and services for our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

This is a senior technical position that involves working in the cardiac catheterisation labs and Cardiac Diagnostic Services (CDS) at Epworth, using a variety of equipment for investigation, treatment and management of patients with coronary disease and structural heart disease, entailing close working relationships with interventionists and other clinical staff. There is rotation through the cardiac cath lab (haemodynamic monitoring) including on-call duties, and in Cardiac Diagnostic Services (CDS - ECG-based testing). As this is a grade 3 position you will be required to provide teaching/ supervision of new staff and junior staff. You will also be required to perform administrative duties such as rostering and liaising with external clients in regards to equipment.

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:

Clinical Governance Domain	Role
<i>Leadership and culture</i>	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.
<i>Consumer Partnerships</i>	Understand and where relevant, ensure that each patient is actively involved in their own care and treatment including families/carers wherever possible.
<i>Effective Workforce</i>	Develop and maintain one's own competency, skills and knowledge to ensure high quality service provision and care.
<i>Clinical Safety and Effectiveness</i>	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.
<i>Risk Management</i>	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
Work closely with and report to Chief/ Deputy Chief Cardiac Technologist and Cath lab NUM. Relaying relevant information regarding staffing issues and requirements, leave etc.	Through your use of communication, yearly PDP.
Take part in rotation through the cardiac cath lab for haemodynamic monitoring during a variety of investigational, diagnostic and treatment options. Take part in the on-call rotation for the cath lab	Competency in Basic Life Support procedures; recognition and prompt reporting of any abnormal haemodynamic findings and/or arrhythmias;
Take part in rotation through CDS for 24-hour Holter and Event monitoring, 24-hour BP monitoring, exercise ECG treadmill testing	Competency in Basic Life Support procedures; recognition and prompt reporting of any detected significant arrhythmias;

KEY RESPONSIBILITIES	MEASURES/KPIs TO BE ACHIEVED
To participate in departmental Quality Improvements. Clinical supervision of Grade 1 and Grade 2 Employees.	Attendance at relevant educational meetings Demonstrate ability in teaching and training Show initiative and leadership skills
Administrative functions such as rostering; mentoring and/or supervision of Employees; advocating to more senior management on behalf of their team.	
Participate in departmental education, including lecturing/ presenting to CDS, Cathlab and colleagues from other professions.	
Ensure all e-learn competencies, BLS and safe moves are up to date.	Ability to operate effectively during stressful situations (eg. Medical emergencies, aggravated staff/ patients etc).
<p>Customer Service</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"> • Provide excellent, helpful service to patients, visitors and staff • Communicate with clear and unambiguous language in all interactions, tailored to the audience • Build customer relationships and greet customers and patients promptly and courteously • Actively seek to understand patients' and their family's (customers) expectations and issues 	<ul style="list-style-type: none"> • Patient and customer service satisfaction surveys within agreed targets • Use AIDET principles in all interactions • Issues are escalated to the manager and resolved in a timely manner
<p>Safety and Wellbeing</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"> • Report all hazards, incidents, injuries and near misses immediately to your manager and log them in RiskMan 	<ul style="list-style-type: none"> • Adhere to infection control/personal hygiene precautions • Implement and adhere to Epworth OHS policies, protocols and safe work procedures • Mandatory training completed at agreed frequency

7. Position Requirements/Key Selection Criteria

COMPONENT	
Qualifications	<p>Essential</p> <ul style="list-style-type: none"> • Appropriate applied science Bachelor degree <p>Desirable</p> <ul style="list-style-type: none"> • Post graduate study.
Previous Experience	<p>Essential</p> <ul style="list-style-type: none"> • Competency in cath lab haemodynamic monitoring in a wide variety of procedures. • Proven experience in training/ supervision/ teaching of staff. • At least 3 years experience. <p>Desirable</p> <ul style="list-style-type: none"> • Knowledge of ECG-based testing (eg. exercise ECG treadmill testing, 24-hour ECG analysis)
Required Knowledge & Skills	<p>Essential</p> <ul style="list-style-type: none"> • Cardiac haemodynamics; cardiac disease; arrhythmias and related pathology. <p>Desirable</p> <ul style="list-style-type: none"> • ECG-based testing (eg exercise ECG treadmill testing); arrhythmia analysis; computer use and common applications
<p>Personal Attributes & Values</p> <p>All employees are expected to consistently work in accordance with Epworth's values and behaviours</p> <ul style="list-style-type: none"> • Compassion • Accountability • Respect • Excellence 	<p>Essential</p> <ul style="list-style-type: none"> • Team-working skills; well-developed communication skills; empathetic approach to patients; flexible, reliable and punctual; problem solver <p>Desirable</p> <ul style="list-style-type: none"> • Approachable; respectful; uses initiative; willing to learn

Position Description



Document Control

Date Developed:	Date Last Reviewed:	Developed and Reviewed By (Position Title):
29/03/21	24/01/2024	Jonathan Downie, Chief Cardiac Sonographer.

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: _____