

POSITION DESCRIPTION

Canterbury

District Health Board

Te Poari Hauora o Waitaha

POSITION TITLE:

Student Sonographer, Ultrasound – Fixed Term 3 years

REPORTS TO (Title):

Charge Sonographer, Ultrasound.

The Canterbury District Health Board is committed to the principles of the Treaty of Waitangi and the overarching objectives of the New Zealand health and disability strategies.

PRIMARY FUNCTION:

To participate in Radiology Services Sonographer Training Programme (referred to from here on as ‘the Training Programme’) and gain the necessary theoretical knowledge and practical competencies to pass the Diploma of Medical Ultrasonography (DMU) (Australasian Society for Ultrasound in Medicine), within the term of the contract.

SUPERVISORY RESPONSIBILITIES:

What positions, if anyone, reports to this position

LOCATION:

Unit/Cost Centre & where located

Christchurch Hospital, Christchurch Women’s Hospital, Burwood Hospital, CCR

KEY PERFORMANCE OBJECTIVES:

Task	Will perform ultrasound examinations at Christchurch and Christchurch Women's Hospitals (and community referral base) as directed by the Charge Sonographer, under the supervision of sonographers and/or radiologists, consistent with the requirements of the Training Programme.
Expected Result	<ul style="list-style-type: none">• The student sonographer will perform ultrasound examinations under appropriate supervision (as defined by the assessment process of the Training Programme).• The student sonographer will perform ultrasound examinations of an appropriate level of difficulty to their level of competency (as defined by the assessment process of the Training Programme).• Ultrasound examinations are performed according to policies, procedures, and standards as set out in department protocols and the recognised professional standards such as the policies and statements of the ASUM.• Appropriate consultation is undertaken to ensure that the patient receives the most appropriate type of examination.

Task	Must ensure that the ultrasound service is patient-focused.
Expected Result	<ul style="list-style-type: none"> • The student sonographer must make a positive ID of each patient using available information. • The student sonographer must make appropriate decisions to obtain the required information about a patient's condition which will be used to ensure the correct and most suitable technique is used. • The student sonographer must explain all examinations to the patient and ensure informed consent has been given if applicable. • The student sonographer must have knowledge of emergency protocols and know the whereabouts of all emergency equipment. The student sonographer must be able to initiate, then implement, emergency procedures until help arrives. • The student sonographer must understand and preserve the need for patient's privacy and confidentiality at all times. • The student sonographer must show sensitivity to patients' needs, demonstrating cultural awareness.
Task	Will attend and actively participate in the teaching sessions of the Training Programme.
Expected Result	<ul style="list-style-type: none"> • The student sonographer will attend, and contribute to, all tutorials, lectures and other teaching sessions as specified in the Training Programme. • The student sonographer will participate in any of the assessment and appraisal activities required as part of the Training Programme.
Task	Will participate in ongoing liaison with other team members and health professionals.
Expected Result	<ul style="list-style-type: none"> • Liaise with sonographers, radiographic assistants, clerical staff, registrars, radiologists and the radiologist in charge of ultrasound with regard to assessment of protocols, prioritising of requisitions, and daily decisions regarding workload. • Involvement in orientation of new team members. • Liaise with nursing and medical staff from other wards and departments for the safe management of patients having ultrasound procedures and encourage these staff members to visit the area. • Attendance at fortnightly sonographer staff meetings. • Attendance at fortnightly sonographer CME meeting.
Task	Will participate in the establishment of audit and quality assurance programmes.
Expected Result	<ul style="list-style-type: none"> • Actively involved in staff appraisal system. • Will promote health and safety of staff and patients, and liaise regularly with the Radiology OSH Committee. • Will record any safety-related problems according to departmental protocols. • Participate in a coordinated equipment quality assurance programme, including fault reporting.
Task	Will participate in other departmental duties.
Expected Result	<input type="checkbox"/> May be asked to perform other duties by the Charge Sonographer and Charge MRT to assist the smooth running of the department in general.
Task	To be enrolled in a MRTB recognised Continuing Professional Development Programme as prescribed by the HPCA Act 2003.
	Work in a safe and healthy manner to prevent harm to themselves or others.

Task	<ul style="list-style-type: none"> • Be aware of, and comply with, Canterbury DHB health and safety policies and procedures. • Be pro-active in identifying and controlling hazards through staff meetings, OSH Accidents are reported directly to their reporting clinical leader, manager or supervisor.
Expected Result	
Task	To strive for quality within all the tasks undertaken to promote an environment of continuous quality improvement.
Expected Result	<ul style="list-style-type: none"> • Be conversant, and comply with, Canterbury DHB quality systems and policies. • Be pro-active in identifying areas and methods for improvement with regard to quality.

FUNCTIONAL RELATIONSHIPS:

(Who are the customer/consumers/patients)

INTERNALLY:

Patients and their support persons
Radiologists, Sonographers, MRTs, Nursing staff, Clerical staff, Typists and Radiographic Assistants in the Radiology Department
Clinicians and staff of other hospital departments/services
Clinical Director, Clinical Charge Nurse, Service Manager of Radiology
Maintenance personnel

- 1
- 2
- 3
- 4
- 5

EXTERNALLY:

Staff MRTs of other hospitals
Equipment Maintenance / Engineering personnel

- 1
- 2

QUALIFICATIONS & EXPERIENCE:

Desirable:

- A New Zealand registered MRT
- Appropriate science degree with emphasis on anatomy and physics

PERSONAL ATTRIBUTES:

- Possess excellent time management and organisational skills and an ability to prioritise work.
- Be able to work under pressure.
- Show motivational skills and problem-solving techniques.

- Be able to work well in a multi-disciplinary team and be accustomed to working in a group situation.
- Have excellent verbal communication skills and an ability to communicate to a wide variety of people in a manner appropriate to the individual.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by staff in this job classification. Staff Members may be requested to perform job related tasks other than those specified.