

POSITION DESCRIPTION

POSITION DETAILS:

TITLE: MRT (Medical Radiation Technologist)
REPORTS TO: Team Leader MRT
LOCATION: Radiology
AUTHORISED BY: Team Leader MRT
DATE: Dec 2020

PRIMARY FUNCTION:

To produce high standard imaging thus contributing to a quality diagnostic radiography service for all referrers and their patients

KEY ACCOUNTABILITIES

Key Result Area	Expected Outcomes/Performance Indicators
1. Performance of Tasks	<ul style="list-style-type: none"> • Knows and understands all procedures. • Checks, maintains and cleans equipment. • Understands equipment and uses it accurately. • Recognises any actual and potential complication. • Processes images to the required standard and following set protocols. • Recognises and self-corrects faults. • Demonstrates confidence and accuracy in radiographic positioning. • Demonstrates initiative during procedures. • Makes a decision based on knowledge and understanding of anatomy and up to date information. • Provides proactive and ongoing clinical supervision of MRT students
2. Team Member Responsibilities	<ul style="list-style-type: none"> • Understands and actions team nature of the service. • Co-operates with other disciplines to provide the service. • Informs other team members when procedures are less than optimal • Contributes constructive suggestions to improve work practices. • Attends staff meetings and takes notice of issues raised. • Treats all staff, patients and clients in a courteous manner, applying ADHB values of integrity, collegiality, humanity and excellence.
3. Training and Ongoing Development	<ul style="list-style-type: none"> • Maintains competency and training obligations within the workplace. • Attends and contributes to department seminars and / or presentations. • Attends and / or contributes to professional course, seminars, meetings or conferences as appropriate.
4. Knowledge of and Compliance with ADHB policies	<ul style="list-style-type: none"> • Understands and follows all relevant department documentation. • Reviews all new department documentation as relevant. • Attends annual fire and disaster seminar. • Follows health, safety and emergency procedures.

MATTERS WHICH MUST BE REFERRED TO TEAM LEADER MRT

- significant quality or safety issues
- serious clinical standards failure
- Incorrect use of or overexposure of radiation
- Equipment failures
- Communication and interpersonal issues.

Authorities:

Direct Reports: None

Supervision of student MRTs

Budget Accountability (if applicable):

N/A

Relationships

External	Internal	Committees/Groups
<ul style="list-style-type: none"> ▪ Referring GPs ▪ Immigration service ▪ Public Health 	<ul style="list-style-type: none"> ▪ Other radiology staff ▪ Referring doctors ▪ Nursing staff from wards, theatres and clinics ▪ Orderlies ▪ Managers ▪ Quality ▪ OH&S 	<ul style="list-style-type: none"> ▪

Person Specification

Education & Qualifications	Essential	Desired
Professional	<ul style="list-style-type: none"> ▪ MRTB Registered and a current APC 	<ul style="list-style-type: none"> ▪ Experience working in a major hospital
Experience/Knowledge	<ul style="list-style-type: none"> ▪ BHS(MI) or equivalent 	<ul style="list-style-type: none"> ▪ Post graduate study

Personal Characteristics

- Self motivated
- Good planning and time keeping
- Empathy
- Excellent communication skills
- Willingness to learn.

CRITICAL COMPETENCIES

COMPETENCY	DESCRIPTION
Communication / Interpersonal Skills	Actively listens, drawing out information and checking understanding. Expresses information effectively, both orally and in writing, adjusts language and style to the recipients and considers their frame of reference. Empathises with others and considers their needs and feelings.
Organising	Establishes a plan of action and achieves priority goals. Manages workload / flow, recognises and addresses barriers and takes account of changing priorities.
Bicultural Approach	Understands the significance of the Treaty of Waitangi. Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve opportunities for Maori.
Customer Orientation	Develops a positive working relationship with customers and staff. Identifies and seeks to meet their needs. Treats them as first priority.
Self Management	Sets high standards and strives to achieve stretching goals. Displays drive and energy and persists in overcoming obstacles. Copes with stress, is resilient to change and understands personal limitations. Is proactive and displays initiative.

WORKING FOR ADHB – EXPECTATIONS OF EMPLOYEES

CITIZENSHIP

All employees are expected to contribute to the innovation and improvement of Auckland District Health Board as an organisation. This means:

- Using resources responsibly
- Models ADHB values in all interactions
- Maintaining standards of ethical behaviour and practice
- Meeting ADHB's performance standards
- Participating in organisation development and performance improvement initiatives
- Helping to develop and maintain Maori capability in ADHB, including developing our understanding of the Treaty of Waitangi and ways in which it applies in our work
- Raising and addressing issues of concern promptly

THE EMPLOYER AND EMPLOYEE RELATIONSHIP

We have a shared responsibility for maintaining good employer/employee relationships. This means:

- Acting to ensure a safe and healthy working environment at all times
- Focusing our best efforts on achieving ADHB's objectives

A performance agreement will be reached between the employee and their direct manager and/or professional leader containing specific expectations.

CONSUMER/CUSTOMER/STAKEHOLDER COMMITMENT

All employees are responsible for striving to continuously improve service quality and performance. This means:

- Taking the initiative to meet the needs of the consumer/customer/stakeholder
- Addressing our obligations under the Treaty of Waitangi
- Involving the consumer/customer/stakeholder in defining expectations around the nature of the services to be delivered and the timeframe
- Keeping the consumer/stakeholder informed of progress
- Following through on actions and queries
- Following up with the consumer/customer/stakeholder on their satisfaction with the services

PROFESSIONAL DEVELOPMENT

As the business of ADHB develops, the responsibilities and functions of positions may change. All staff are expected to contribute and adapt to change by:

- Undertaking professional development
- Applying skills to a number of long and short term projects across different parts of the organisation
- Undertaking such development opportunities as ADHB may reasonably require