Supplemental Health Care℠
WORKFORCE SOLUTIONS

Cath Lab - Interventional - Special Procedures Radiology Job Description

Reports to:	**Revised:**
Work Site Supervisor	05/2012

General Purpose:

Under general supervision, assists physicians with radiographic duties in catheterization lab and/or interventional and/or special procedures. Provides diagnostic aid by conducting organ and/or body scans. May work in a research or clinical environment.

Essential Functions:

- Prepares facilities in accordance with procedural requirements; calibrates equipment; prepares medicine and materials as required; cleans and disinfects equipment in accordance with sterile procedures and standards.
- Prepares patient for radiographic procedures as appropriate to requirements; explains procedures to patients; positions patients as appropriate for prescribed procedure; observes and monitors patient during procedure; and assists patients at end of procedure.
- Knowledge of ionic and non-ionic contrast media.
- Follows prescribed procedures; determines appropriate methodology and techniques to use in administering procedures; calibrates and adjusts equipment as appropriate; arranges immobilization and/or support devices for proper patient positioning; adjusts shields; selects appropriate film or recording device.
- Record, store, retrieve and analyze data obtained during special procedures, interventional and/or cardiac radiology procedures.
- Develops or prints film as appropriate, in accordance with proper photographic/digital techniques.
- Complete documentation, reports and data entry on procedures.
- Maintains stock supplies and assists administrators in determining quantities for purchase; performs general office duties such as delivering and retrieving film, recording procedure codes for billing purposes, typing forms, and scheduling patients.
- Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
- Demonstrate strong critical thinking skills and judgment. Anticipate change in status of patients related to the procedural events and respond immediately/appropriately.

Minimum Requirements:

- Education: Graduate of accredited school of radiology technology.
- Licensing: Licensed to practice (as required) as a Registered Radiographer with active licenses in the state(s) in which employed. Current registration with the American Registry of Radiologic Technology (ARRT) required.
- Training and experience: Unless otherwise indicated, one year of current experience within the last three years in a comparable job classification required.
- Maintenance of current Cardio Pulmonary Resuscitation (CPR) for HealthCare Workers or Basic Cardiac Life Support (BCLS) certification for HealthCare workers.
- Additional certifications which may be preferred or required include, but are not limited to: Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), Fluoroscopy Certification/Permit, Registered Cardiovascular Invasive Specialist (RCIS), Certificate in Cardiovascular Interventional Technology (CIT), Vascular –Interventional Radiographer (VIR), Cardiac-Interventional Radiographer (CIR), North American Society of Pacing and Electrophysiology (NASPE), or International Board of Heart Rhythm Examiners (IBHRE) Certification.
- Educated on and compliant with HIPAA regulations; maintains strict confidentiality of client information.
- Complies with Infection Control, Standard Precautions and OSHA standards for the healthcare professional.
- Able to wear personal protective equipment (e.g., face mask, goggles, latex/non-latex gloves) as needed.
- Ability to work effectively within role independently and with other team members.
- Ability to organize and complete work in a timely manner.
- Ability to read, write and effectively communicate in English.
- Ability to understand medical/surgical terminology.
- Health Requirements - In good health and able to work without restrictions as evidenced by Health Statement.
- Compliance with Supplemental Health Care's pre-assignment and medical requirements including: current TB screen, or Chest X-ray and questionnaire if proof of positive TB screen; Measles/Mumps/Rubella immunizations

or titers indicating immunity; Hepatitis B Information or Waiver; and any additional state or facility medical requirements.

- Physical Demands-Stooping, turning, bending, squatting, kneeling and the ability to lift up to 50 pounds; constant/repetitive standing; requires normal, correctable vision and hearing, and the ability to accurately discern color as necessary to perform job functions.

The above statements reflect the general details necessary to describe the principal functions of the job as identified, and shall not be considered as a detailed description of all work requirements that may be inherent in the position.

In the following paragraphs, Supplemental Health Care is referred to as the "Company". The Health Care Professional will receive or have access to information about the "Company's" customers, referral sources, Health Care Professionals and applicants, as well as information including, but not limited to customer lists, applicant lists, applicant resumes, information pertaining to customer business preferences, computer programs, financial data, contracts, statistics, manuals, files, techniques and procedures, all of which is the "Company's" confidential property and which shall be considered "Trade Secrets". The Health Care Professional agrees to keep all Trade Secrets in strictest confidence at all times and acknowledge that these belong to the "Company" or are related to its business. At no time during or after work status will the worker use or disclose to any person any Trade Secrets belonging to the "Company" or the "Company's" predecessors and successors of interest, or its subsidiaries, affiliates, licensees, or franchisees, used or made available to them in the course of their work status. Immediately upon the termination of work status, or upon request by the "Company", the Health Care Professional will return to the "Company" all Trade Secrets and other materials or property of the "Company" in their possession, including all copies thereof, in whatever form they exist.

The Health Care Professional will receive or have access to information about patient/client medical records ("Patient Information"), all of which is confidential property. The Health Care Professional agrees to keep all Patient Information in strictest confidence at all times. At no time during or after work status will the Health Care Professional use or disclose to any person any Patient Information made available to them in the course of their work status. Immediately upon the termination of work status, or upon request by the "Company", the Health Care Professional will return all Patient Information and other materials or property in their possession, including all copies thereof, in whatever form they exist. Violation of confidentiality is cause for disciplinary action, including immediate termination.

Furthermore, the Health Care Professional will read and abide with the policies outlined in the "Orientation Handbook for Health Care Professionals" and is responsible to comply with any revisions that are communicated. The "Orientation Handbook for Health Care Professionals" describes important information about Supplemental Health Care; the Health Care Professional should consult their representative regarding any questions not answered in the handbook.

Health Care Professionals will be required to follow any other job-related instructions and to perform any other job-related duties requested by a supervisor on behalf of the "Company". All duties and responsibilities contained in this job description are essential job functions.

This document does not alter the "at will" nature of the relationship between the "Company" and Health Care Professional.

Health Care Professional Acknowledgement:
I have reviewed my job description and agree to perform all duties mentioned to the best of my ability. I understand my job duties may change as the needs of the department change. I further agree to notify my immediate supervisor, if I am unable to complete any of my job duties in a timely manner.

Signature

Name & Title *(please print)* Date

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