

Classification and Qualification STANDARDS

Radiologic Technologist Series

Class Title	Class Code	Date Revised	FLSA
Radiologic Technician I	7995	02-01-2010	Non-Exempt
Radiologic Technician II	7996	02-01-2010	Non-Exempt

Classification Standard Reformatted: 03-01-2014

OVERVIEW:

The Radiologic Technologist series is comprised of two classifications providing diagnostic radiologic services with levels of operational and administrative responsibilities. Radiologic services assist in the diagnosis and treatment of illnesses and injuries by capturing radiographic, digital or similar images of affected body parts. Work may involve the use of radiology information systems (RIS) and picture archiving and communication systems (PACS). Upon orders from a physician or similar practitioner, incumbents perform radiographic procedures of all body structures and make independent decisions regarding the selection of techniques to obtain optimal quality radiographic images which are sent to radiologists for interpretation; assess the quality of radiographic images to determine if these must be retaken or if additional views are needed; and monitor the patient's condition and reaction and report any abnormal signs to a physician or similar practitioner.

Incumbents work under licentiates of the Student Health Center or receive direction from a consulting radiologist or other qualified professional. Both classifications work independently in accordance with administrative and technical guidelines.

Radiologic Technologist I – Incumbents work independently or with another technologist and perform the full scope of technical and patient care duties associated with producing radiographs and other diagnostic images; and usually does not have substantial administrative responsibilities or complex technical responsibilities.

Radiologic Technologist II – Incumbents are responsible for broader administrative and operational duties for the radiology department and often provide lead work direction and technical supervision to other Radiologic Technologists. In the absence of the consulting radiologist, incumbents may perform unusual X-ray studies.

RADIOLOGIC TECHNOLOGIST I

The Radiologic Technologist I performs work assignments that typically include some or all of the following: schedule patients for radiologic exams; maintain accurate records and files pertaining to radiologic exams, prepare reports using applicable computerized and automated systems; may be responsible for maintaining department compliance with established university policies, procedures and protocols for safety and quality assurance; maintain the radiographic equipment and area within the health center, including scheduling routine preventive maintenance, maintaining and calibrating equipment, ordering and maintenance of supplies and ensuring cleanliness; maintain currency in the field of radiologic technology relative to scope of practice; and may provide support to other clinical departments within the Student Health Center.

MINIMUM QUALIFICATIONS:

Knowledge:

Thorough knowledge of radiographic equipment and techniques, including digital equipment and related technologies; regional and gross anatomy and physiology of the human body; standardized radiological clinical procedures; principles of radiation protection and hazards of radiologic materials and the safety precautions required; industry standards and ethics pertaining to radiologic technology; and federal and state laws and regulations pertaining to radiology.

Abilities:

Ability to perform general diagnostic radiographic procedures and effectively assess the quality of images taken; operate allocable diagnostic equipment including X-ray and digital imaging equipment; produce quality radiographs and images using applicable systems to manipulate and enhance images; perform simple maintenance on applicable equipment; effectively use computerized systems associated with producing and manipulating digital images; maintain records and use applicable computerized systems; recognize patient emergencies and alert practitioners; establish and maintain appropriate safety precautions to prepare solutions used in processing X-ray film and process film; file film correctly; compile reports; read and write at a level appropriate to the position and follow oral and written directions; maintain patient confidentiality in compliance with applicable federal and state laws and regulations; maintain effective working relationships with practitioners and other health center support staff; and be sensitive to and communicate effectively with diverse patients.

Education and Experience:

High school diploma or equivalent and successful completion of an accredited program in radiologic technology.

License and Certification:

Possess and maintain a Certificate of Radiologic Technology as a certified radiologic technologist issued by the Radiologic Health Branch of the California Department of Public Health; and may also be required to possess and maintain CPR/AED certification.

RADIOLOGIC TECHNOLOGIST II

The Radiologic Technologist II performs broader administrative and operational duties for the radiology department.

In addition to the radiologic duties of the Radiologic Technologist I, the Radiologic Technologist II performs work assignments that typically include some or all of the following: perform a wide variety of diagnostic and radiographic procedures, some of which may require a high level of skill for an unusual or special view; may represent the radiology department on management planning issues at Student Health Center or campus meetings; recommend procedures for departmental patient scheduling, filing, and equipment use, in order to increase effectiveness and productivity; prepare and submit related budget information; coordinate the daily operations and administration of the radiographic department including providing lead work direction to other professionals and/or department support staff including orienting, training, assigning and reviewing work, providing input to employee selection and performance evaluations; ensure safety measures are in place in the department and maintain equipment and supplies; may perform administrative functions such as writing procedures, approving reports, ensuring compliance and currency with regulatory requirements, overall equipment maintenance, developing information for the budget, and training, scheduling and making assignments to part-time or relief aids or technologists; provide technical supervision and ensure department compliance with established university policies procedures and protocols for quality assurance.

MINIMUM QUALIFICATIONS:

Knowledge:

In addition to those of the Radiologic Technologist I, possess a comprehensive knowledge of anatomy and the biological sciences. General knowledge of the principles of physics, electricity and related physical sciences as applied to X-ray and other commonly used radiologic techniques, medical unit or clinical procedures. Thorough

knowledge of the hazards of radiologic materials and safety precautions. Working knowledge of health center administrative processes and procedures.

Abilities:

In addition to those of the Radiologic Technologist I, ability to perform unusual or specialized diagnostic radiographic procedures of all body structures with high quality results; establish and maintain appropriate safety standards; plan, organize, schedule, and implement departmental procedures and activities; provide lead work direction; represent the department at administrative meetings; and recommend new or revised departmental procedures in order to increase the effectiveness of the operation.

Education and Experience:

In addition to those of the Radiologic Technologist I, two or more years of radiologic experience with progressive responsibility as a certified radiologic technologist which demonstrates the knowledge and abilities to perform assigned duties; or equivalent combination of education and experience which provides the required knowledge and abilities.

License and Certification:

Possess and maintain a Certificate of Radiologic Technology as a certified radiologic technologist issued by the Radiologic Health Branch of the California Department of Public Health; and may also be required to possess and maintain CPR/AED certification.