

## POSITION DESCRIPTION

Position Title:	Medical Imaging Technologist (MIT)
Location:	Dunstan Hospital
Reports:	Nil
Reports to:	Charge MIT
Date:	November 2021

### Our Vision

To be a lead provider and educator of rural healthcare for our communities

### Purpose of Role

To provide efficient, safe, high quality, customer focused diagnostic radiology services for inpatients, outpatients and community referred patients.

## LIVING CENTRAL OTAGO HEALTH SERVICES LTD VALUES

Proactively demonstrate COHSL values in all aspects of the role	<ul style="list-style-type: none"> <li>• Demonstrates behaviours that we want to see from each other, at our best</li> <li>• Contributes positively to a culture of appreciation, a learning culture, where people feel safe to speak up</li> <li>• Contributes positively to the team and other initiatives that seek to improve patient and whanau experiences and/or staff experience of working</li> </ul>		
<b>KINDNESS</b>	<b>EXCELLENCE</b>	<b>TRUST</b>	<b>CONNECTION</b>
Kākau Māhaki	Whāia te iti kahuraki	Whakapono	Te Taukaea Takata

## COMPETENCIES

### Organisational Competencies

<b>Patient Focus</b>	Is patient, community and whanau centred. Is dedicated to meeting the expectations and requirements of all patients; establishes and maintains effective relationships with patients and gains their trust and respect.
<b>Integrity &amp; Trust</b>	Is widely trusted; is seen as a direct, truthful individual; can present the unvarnished truth in an appropriate and helpful manner; keeps confidences; admits mistakes; does not misrepresent themselves for personal gain.
<b>Manages Diversity</b>	Manages all kinds and classes of people equitably; deals effectively with all races, nationalities, cultures, disabilities, ages and both sexes; hires variety and diversity without regard to class; supports equal and fair treatment and opportunity for all.

### Role Specific Competencies

<b>Communication</b>	Communication conveys an understanding of the context of the situation/circumstances. Presents information clearly in a language and style appropriate to the audience. Able to effectively communicate in verbal and written forms required. Ability to provide critical thinking and analytical skills required.
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<b>Problem Solving</b>	Uses rigorous logic and methods to solve difficult problems with effective solutions; probes all fruitful sources for answers; can see hidden problems; is excellent at honest analysis; looks beyond the obvious and doesn't stop at first answers.
<b>Interpersonal Savvy</b>	Relates well to all kinds of people – inside and outside the organisation. Builds appropriate rapport. Builds constructive and effective relationships. Uses diplomacy and tact. Can defuse even high-tension situations comfortably.
<b>Teamwork &amp; Cooperation</b>	Invites all members of a group to contribute to a process. Understanding and appreciative of different and opposing perspectives on an issue. Actively promotes a friendly climate, good morale, and co-operation within the team. Accepts responsibility for the effectiveness of the team.
<b>Initiative</b>	Acts quickly and decisively in a crisis. Creates opportunities or minimises potential problems in the short term by a unique extra effort e.g., implementation of a training programme.
<b>Priority Setting</b>	Spends their time and the time of others on what's important; quickly zeros in on the critical few and puts the trivial many aside; can quickly sense what will help or hinder accomplishing a goal; eliminates roadblocks, creates focus.

KEY RELATIONSHIPS	
Internal	External
• Charge MIT	• Patients, Family / Whanau & Community
• Dunstan Radiology Department	• Radiologists, Imaging and Reporting Providers
• Clinical Services Manager	• SDHB and Rural Hospitals
• Clinical Director	• GPs, Private Specialists, and other Referrers
• Dunstan Medical Staff	• ACC and other Affiliated Providers
• Non-clinical Staff – Admin & Finance	

## PERSON SPECIFICATION

The expertise required for a person to be fully competent in the role:

	ESSENTIAL	DESIRABLE
<b>Education and Qualifications (or equivalent level of learning)</b>	<ul style="list-style-type: none"> <li>• Must be a New Zealand registered Medical Imaging Technologist with the NZ Medical Radiation Technologist Board</li> <li>• Must hold a current Annual Practicing Certificate</li> <li>• Relevant scope of practice as directed by the NZ Medical Radiation Technologist Board and the Health Practitioners Competence Assurance Act (2003) and the ORS C1.</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience working in a Radiology Department</li> </ul>	<ul style="list-style-type: none"> <li>• Experience working in a rural environment</li> <li>• Experience with Karisma or Comrad (RIS) and Sectra or Intelviewer (PACS)</li> </ul>

<b>Knowledge &amp; Skills</b>	<ul style="list-style-type: none"> <li>• Excellent clinical assessment and management skills</li> <li>• Proficient in the use of all Radiology computer systems</li> <li>• Able to co-operate as part of a team and cope with a busy work environment</li> <li>• Ability to work unsupervised using initiative at all times</li> <li>• Assist in the training and support of students, trainees and staff</li> <li>• Ability to self-evaluate and reflect on practice</li> <li>• A strong patient/whanau focus</li> <li>• A commitment to cultural awareness and its application to your practice</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Displays commitment, personal accountability, integrity and sensitivity</li> <li>• Excellent interpersonal and communication skills, including ability to work effectively with people at all levels of the organisation</li> <li>• Is adaptable and flexible – open to change</li> <li>• Has initiative and self-motivation</li> <li>• Excellent organisational and time management skills</li> <li>• Accepts responsibility for own actions</li> <li>• Ability to problem solve</li> <li>• Is energetic and able to motivate others</li> <li>• Maintains a high level of confidentiality</li> <li>• Able to manage and resolve conflict</li> </ul>

## KEY RESULT AREAS

Key Accountabilities	Examples of Successful Delivery
<b>Radiological Procedures</b>	
<ul style="list-style-type: none"> <li>• Produces high quality diagnostic images with all correct information in place</li> <li>• Able to use escalation/contingency procedures in the event of issues or problems with PACS</li> <li>• Clinical safety standards are always maintained</li> <li>• Provides an efficient and timely service</li> <li>• Looks after the comfort and welfare of patients during their radiological procedure <ul style="list-style-type: none"> <li>○ Patients are satisfied with the quality of service</li> <li>○ Patients are fully informed of procedures and their comfort and wellbeing is always considered</li> <li>○ Patients are treated with dignity and respect</li> <li>○ Patients' spiritual and cultural needs are respected and managed as necessary</li> </ul> </li> <li>• Complies with instructions, guidelines and protocols as outlined in department documentation</li> <li>• Demonstrates initiative and flexibility in duties performed, and assists in other areas of the department as needed</li> <li>• Works efficiently and cooperatively within the radiology multidisciplinary team</li> <li>• Participates in provision of a 24-hour Radiology service including shifts and on-call as required</li> <li>• Supplies to meet service needs are maintained and stored appropriately</li> <li>• Equipment issues are reported to the Charge MIT and/or Clinical Services Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Positive feedback from patients, whanau and peers within COHSL</li> <li>• Evidence of work that complies with processes and reflects best practice</li> <li>• Evidence of positive cooperation and strong team relationships</li> </ul>

<b>Professional Development – Self</b>	
<ul style="list-style-type: none"> <li>• Maintains competency and works effectively as part of the multi-disciplinary team</li> <li>• Demonstrates annual competence and maintains NZ MIT certification.</li> <li>• Always maintains a professional manner</li> <li>• Plans and implements own continuing education programme and is up to date with current national and international practice</li> <li>• Identify areas for personal and professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Training and development goals are identified/agreed with your manager</li> <li>• Performance objectives reviewed annually with your manager</li> <li>• Actively seeks feedback and accept constructive criticism</li> </ul>
<b>Other Duties</b>	
<ul style="list-style-type: none"> <li>• Undertaking duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience</li> </ul>	<ul style="list-style-type: none"> <li>• You respond positively to requests for assistance in own and other areas, demonstrating adaptability and willingness.</li> </ul>
<b>Quality Improvement</b>	
<ul style="list-style-type: none"> <li>• Actively participates in Quality Assurance programmes for continuing quality enhancement and excellence in practice</li> <li>• Participates and assists with change processes</li> <li>• Promotes and maintains a quality improvement approach in all work</li> </ul>	<ul style="list-style-type: none"> <li>• Can demonstrate a positive personal commitment to the culture of continuous quality improvement</li> <li>• Actively contributes to the implementation of continuous quality improvement processes</li> </ul>
<b>Health, Safety &amp; Wellbeing</b>	
<ul style="list-style-type: none"> <li>• Recognises individual responsibility for workplace H&amp;S under the Health and Safety at Work Act 2015</li> <li>• Effort is made to always strive for best practice H&amp;S</li> <li>• Workplace risks are minimised, identified and reported, including self-management of risks</li> <li>• Ensure personal dose monitoring of radiology staff is undertaken as per Office of Radiation Safety</li> </ul>	<ul style="list-style-type: none"> <li>• Reports accurately all near misses, incidents and accidents in a timely manner</li> <li>• Understands and consistently meets obligations under the organisations Health &amp; Safety policy/procedures</li> <li>• Creates an atmosphere where staff support each other, and workplace violence and bullying are not tolerated</li> </ul>
<b>Cultural Safety</b>	
<ul style="list-style-type: none"> <li>• Giving effect to the principles of the Treaty of Waitangi – Partnership, Participation and Protection through your day-to-day interactions with others.</li> <li>• Honouring cultural diversity</li> </ul>	<ul style="list-style-type: none"> <li>• Respect, sensitivity, cultural awareness is evident in interpersonal relationships.</li> <li>• Our cultural differences are acknowledged by respecting spiritual beliefs, cultural practices and lifestyle choices</li> </ul>

**CHANGES TO POSITION DESCRIPTION**

From time to time it may be necessary to consider changes to the position description in response to the changing nature of our work environment – including technological requirements or statutory changes.

Acknowledged / Accepted:

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Employee

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Date

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Manager

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Date