

Classification and Qualification STANDARDS

Radiologic Technologist Series

Classification Title	Class Code	Date Established	Date Revised
Radiologic Technologist I	7995	06-30-1980	02-01-2010
Radiologic Technologist II	7996	06-30-1980	02-01-2010

OVERVIEW:

The Radiologic Technologist series is comprised of two classifications providing diagnostic radiographic services with increasing 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 radiologic information systems (RIS) and picture archiving and information 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. Incumbents must assess the quality of radiographic images in order to determine whether they need to be repeated or if additional views are necessary. Technologists must monitor the patient's condition and reaction and report any abnormal signs to a physician or similar practitioner.

Incumbents must work under licentiates within the Student Health Center or receive direction from a consulting radiologist or other qualified professional. However, both the Radiologic Technologist I and II classifications are expected to work independently in accordance with administrative and technical guidelines. The Radiologic Technologist I and II are distinguished by the scope of their administrative and operational responsibilities.

Radiologic Technologist I – Incumbents work independently or with another technologist and perform diagnostic radiographic procedures. The Radiologic Technologist I is distinguished from the Radiologic Technologist II by the extent of administrative and operational assignments. Although both classifications may function as the sole technologist, the Radiologic Technologist I usually does not have substantial administrative responsibilities or complex technical responsibilities.

Radiologic Technologist II – The Radiologic Technologist II is distinguished from the Radiologic Technologist I by the scope of administrative and operational duties for the radiology department which may include, but are not limited to 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. Incumbents often provide lead work direction and technical supervision to other Radiologic Technologists.

RADIOLOGIC TECHNOLOGIST I

The Radiologic Technologist I works independently or with another technologist to perform diagnostic radiographic procedures. Incumbents are responsible for the full scope of technical and patient care duties associated with producing radiographs and other diagnostic images. The following examples of typical work activities are meant to illustrate the general range of work functions performed by a Radiologic Technologist I; they are not meant to be all-inclusive or restrictive. Work assignments may involve related activities.

- ◆ Based on orders from a physician or similar practitioner, instruct and prepare patients for diagnostic radiographic and similar examinations.

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- ◆ Produce radiographs for the full range of body structures. Determine the most suitable anatomical posture for the patient to provide optimal diagnostic information providing immobilization devices as needed, as well as protection devices to shield patients appropriately.
 - ◆ Operate the applicable equipment, selecting the settings and controls to produce radiographs and images of appropriate detail, density and contrast.
 - ◆ Process and develop X-ray films.
 - ◆ Operate digital radiograph equipment including producing digital plates and transferring computerized images. Use imaging software and picture archive and communications systems to manipulate and enhance and transfer images.
 - ◆ Assess the quality of all radiographic images to determine if they need to be retaken or if additional views are needed.
 - ◆ Schedule patients for radiologic exams, maintain accurate records and files pertaining to radiologic exams, and 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.
 - ◆ May provide support to other clinical departments within the Student Health Center.

TYPICAL 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 radiography.

Abilities:

Ability to perform general diagnostic radiographic procedures and effectively assess the quality of images taken; operate applicable 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 required for successful job performance and follow oral and written directions; maintain patient confidentiality in compliance with applicable federal and state laws and regulations; and 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:

Incumbents must possess a high school diploma or equivalent plus the requisite postsecondary education to obtain a Certificate of Radiologic Technology. Typically, incumbents will have graduated from an accredited school of radiologic technology.

Licensing/Certification Requirements:

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

RADIOLOGIC TECHNOLOGIST II

In addition to the full range of duties performed by the Radiologic Technologist I, the Radiologic Technologist II is typically responsible for broader administrative and operational duties for the radiology department which may include, but are not limited to 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. Incumbents often provide lead work direction and technical supervision to other Radiologic Technologists and may perform unusual X-ray studies in the absence of the consulting radiologist. The following examples of typical work activities are meant to illustrate the general range of work functions performed by a Radiologic Technologist II; they are not meant to be all-inclusive or restrictive. Work assignments may involve related activities.

- ◆ 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; is responsible for recommending procedures for departmental patient scheduling, filing, and equipment use, in order to increase effectiveness and productivity; and prepares and submits 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, and 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.

TYPICAL QUALIFICATIONS:

Knowledge:

In addition to the knowledge requirements of the Radiologic Technologist I, the Radiologic Technologist II must possess a more comprehensive knowledge of anatomy and the biological sciences and general knowledge of the principles of physics, electricity and related physical sciences as applied to X-ray and other commonly used radiologic techniques; as well as 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 the abilities outlined for the Radiologic Technologist I, the Radiologic Technologist II must be able 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:

The same education requirements as for the Radiologic Technologist I plus sufficient experience with increasing responsibility as a certified radiologic technologist which demonstrates the knowledge and abilities to perform assigned duties. Typically, this requires two or more years of radiologic experience.

Licensing/Certification Requirements:

Requirements are the same as for the Radiologic Technologist I. National certification and registration through the American Registry of Radiologic Technologists (AART) is preferred, but **not** required.