



Provincial Job Description

TITLE: **(306) Nuclear Medicine Technologist & Instructor** ***PAY BAND:*** **19**

FOR FACILITY USE:

SUMMARY OF DUTIES:

Responsible for coordination and instruction of students. Performs technical procedures utilizing radiation and/or radioactive materials for the diagnosis and tracking of disease and pathology.

QUALIFICATIONS:

- ◆ Nuclear Medicine Technology diploma
 - ◆ Certified and registered by Canadian Association of Medical Radiation Technologists.
 - ◆ Licensed and registered with Saskatchewan Association of Medical Radiation Technologists.

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Intermediate computer skills
- ◆ Interpersonal skills
- ◆ Organizational skills
- ◆ Communications skills
- ◆ Leadership skills
- ◆ Analytical skills
- ◆ Ability to work independently
- ◆ Ability to teach adults
- ◆ Driver's license, where required by the job

EXPERIENCE:

- ◆ **Previous:** Thirty-six (36) months previous experience as a Nuclear Medicine Technologist to consolidate knowledge and skills.

KEY ACTIVITIES:

A. Education/Instruction

- ◆ Organizes and participates in the annual selection of Saskatchewan students for the Nuclear Medicine Technologist program in association with SAIT.
- ◆ Corresponds with and advises successful and unsuccessful applicants.
- ◆ Promotes and has input into the vision and strategic plan for the training program.
- ◆ Schedules education activities.
- ◆ Assures accuracy and completeness of the Nuclear Medicine Technologist program.
- ◆ Participates on the Nuclear Medicine Advisory Committee.
- ◆ Responsible for student instruction, examinations, evaluations and maintenance of records during practicum.
- ◆ Regularly assesses and informs the students regarding their progress.
- ◆ Acts as a liaison between staff (preceptors) and students.
- ◆ Promotes ongoing education within the Nuclear Medicine department and other clinical areas.
- ◆ Recognizes individual student concerns or personal difficulties and offers appropriate assistance or referrals.
- ◆ Assists students with the CAMRT certification process at the completion of their training.

B. Diagnostic and Therapeutic Procedures

- ◆ Assists/transport, assesses, screens, prepares, instructs and positions patient.
- ◆ Monitors patients during procedures.
- ◆ Starts/administers various media/radiopharmaceuticals/medications.
- ◆ Performs diagnostic, therapeutic, and interventional procedures (e.g., bone densitometry).
- ◆ Adjusts technical data to ensure complete series of quality diagnostic views are obtained for physician to view and interpret.
- ◆ Performs various laboratory procedures (e.g., collecting, pipetting, labeling, separation and tagging).
- ◆ Provides occasional guidance to the primary function of others, including training.
- ◆ Assists physicians during interventional and sterile procedures.
- ◆ Participates in research projects.

C. Quality Assurance/Quality Control

- ◆ Participates in Quality Assurance/Quality Control programs as required by local protocols and government regulations.
- ◆ Follows preventative maintenance programs and maintains instrument logs.
- ◆ Performs and records quality control checks on all equipment.
- ◆ Records radiopharmaceutical information for the Canadian Nuclear Safety Commission.
- ◆ Follows radiation safety protocols in accordance with the Medical Radiation Health and Safety Act.
- ◆ Troubleshoots instrumentation errors.

D. Administration

- ◆ Provides input to the development and maintenance of policies and procedures.
- ◆ Assists in the research and development of new methodologies.
- ◆ Assists in ongoing staff development and training (e.g., in-services).
- ◆ Assists with information and data sharing with research affiliates.

E. Related Key Work Activities

- ◆ Retrieves, files and distributes requisitions, images and reports.
- ◆ Maintains daily log of patients and examinations.
- ◆ Disposes of records and films.
- ◆ Maintains and develops department computer systems.
- ◆ Performs computer work (e.g., data entry, back up).
- ◆ Responds to telephone calls and inquiries from physician/patients and other staff members.
- ◆ Prepares statistical reports.
- ◆ Maintains inventory.
- ◆ Cleans, maintains, troubleshoots and calibrates diagnostic equipment according to established standards.
- ◆ Prepares and maintains chemical mixtures.
- ◆ Disposes of radioactive and biohazardous waste, as per departmental procedures and policies.

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: June 12, 2019