UNION JOB DESCRIPTION

JD6220

JOB TITLE:	Supervisor, Evening/Night Medical Imaging	**JOB DESCRIPTION NO.:**	6220
CLASSIFICATION:	Radiological Technologist S2 - Over 8 up to 16 FTE	**GRID/PAY LEVEL:**	H-E-S2B
COLLECTIVE AGREEMENT:	Health Science Professionals	**HSCIS NO.:**	46922
UNION:	HSA	**JOB/CLASS CODE:**	46922
PROGRAM/DEPARTMENT:	Medical Imaging	**BENCHMARKS (If Applicable):**	
REPORTING TO:	Supervisor or Designate		
FACILITY/SITE:	Cowichan District Hospital (Quw'utsun Valley Hospital)		

JOB SUMMARY:

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health) patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Supervisor, and working in a computerized and digital imaging environment, the Supervisor coordinates and supervises the activities for the assigned Medical Imaging services; provides direction to assigned staff, including technologists and students; reviews, updates, recommends changes, and ensures adherence to clinical and administrative policies and procedures; and provides ongoing feedback on clinical performance to staff and students; maintains currency with new technical and clinical information and procedures; and implements established administrative and clinical policies and procedures.

TYPICAL DUTIES AND RESPONSIBILITIES:

1. Oversees, monitors and directs the daily work of Medical Imaging staff including accountability for the scheduling, workload assignment, monitoring, and evaluation of resources (e.g., staff, equipment, finances, and time) to meet operational needs; evaluates and makes adjustments as required.

2. Coordinates staffing assignments, workload distribution, patient flow, and service priorities across Medical Imaging services during evening hours to support safe and efficient operations.

3. Oversees and monitors equipment on evening shift; responds to reports regarding equipment malfunctions by assessing extent of maintenance/repair required, determining requirement to remove equipment from use, and reporting problem and recommendations to Biomedical Engineering and/or Supervisor.

4. Clarifies job expectations; coordinates access to professional practice and educational resources and work with modality supervisor to ensure staff work is performed to assigned scope of practice. Assesses clinical and/or technical performance to support the development of clinical and/or technical skills and knowledge of designated staff; identifies learning gaps and direct remedial action and escalates to modality Supervisor as required.

5. Monitors and provides performance feedback to evening staff; resolves conflict; identifies and recommends training and/or skill enhancement and/or discipline to modality Supervisor.

6. Ensures designated staff understand and follow Medical Imaging and organizational policies, procedures, standards, and guidelines and communicates updates as required.

7. Participates in orientation, training, and coaching of staff and students and supports ongoing professional development in collaboration with modality Supervisors.

8. Performs diagnostic imaging examinations and patient care activities in accordance with their certification, competencies, and assigned modalities.

9. Participates in quality assurance, quality improvement, patient safety, and accreditation activities by reviewing incidents, monitoring trends, collecting data, and supporting corrective actions and service improvements.

10. Performs administrative duties in support of Medical Imaging operations including monitoring supplies and resources, maintaining operational records, preparing reports, and performing other related duties as assigned.

11. Facilitates and ensures communication and service delivery for Medical Imaging within Island health from a site and regional perspective as needed, in collaboration with the site and regional leadership.

12. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

- Graduation from a recognized Medical Radiation Technology program;
- Canadian Association of Medical Radiation Technologists (CAMRT) certification as a Registered Technologist, Radiological Technology (RTR);
- Computed Tomography Imaging Certificate (CTIC);
- Three (3) years recent, related experience in a Medical Imaging or health care environment; and
- One (1) year supervisory or leadership experience.

An equivalent combination of training, and experience may be considered.

Skills And Abilities

- Effective organizational and supervisory skills.
- Foster and promote good public relations.
- Coach, mentor and teach.
- Problem solve and resolve conflict.
- Deal with others effectively.
- Work as part of a team, with other staff, and with patients/clients and caregivers/families.
- Utilize sound judgment, tact and empathy.
- Demonstrated proficiency in all routines and equipment relevant to the assigned General X-Ray services.
- Prioritize and organize work for self and others.
- Effective interpersonal, verbal and written communication skills.
- Physical ability to carry out the duties of the position.
- Ability to operate related equipment, including a computerized systems and a variety of software applications.