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STATE OF HAWAII

HAWAII LABOR RELATIONS BOARD

In the Matter of HAWAII GOVERNMENT EMPLOYEES ASSOCIATION, AFSCME, LOCAL 152, AFL-CIO, Petitioner, and ALICE HALL, Acting President/Chief Executive Officer, Hawaii Health Systems Corporation, Intervenor.	CASE NOS. RA-03-242a RA-04-242b STIPULATED PROPOSED FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER ORDER NO. 2971

STIPULATED PROPOSED FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER

On February 12, 2014, Petitioner HAWAII GOVERNMENT EMPLOYEES ASSOCIATION, AFSMCE, LOCAL 152, AFL-CIO (hereinafter, "Petitioner") filed a Petition for Clarification or Amendment of Appropriate Bargaining Unit (hereinafter, "Petition") with the Hawaii Labor Relations Board (hereinafter, the "Board"). On March 5, 2014, Intervenor HAWAII HEALTH SYSTEMS CORPORATION (hereinafter, "Intervenor")[1] filed a Petition for Intervention in these proceedings. On March 6, 2014, Petitioner filed a Motion to Amend Petition.

On March 7, 2014, the Board simultaneously granted Intervenor's Motion for Intervention and Petitioner's Motion to Amend Petition. Petitioner filed its Amended Petition

[1] Although Intervenor is named as "Alice Hall, Acting President/Chief Executive Officer, Hawaii Health Systems Corporation" in the caption for this matter, the actual party is "Hawaii Health Systems Corporation."

(hereinafter, "Amended Petition") on March 11, 2014. On April 3, 2014, the Board held its Initial Conference whereupon Petitioner made an oral motion for leave to file a Second Amended Petition to add the Clinical Informatics Imaging Specialist I and II classifications to the list of classes that should be transferred from bargaining units 3 and 4 to 13. Given no objection from Intervenor, the Board granted Petitioner's oral motion. Petitioner's Second Amended Petition (hereinafter, "Second Petition") was filed on April 03, 2014. Briefly stated, the Second Petition requests that the Board transfer certain classes of imaging employees in Units 3 and 4 to Unit 13.

After due consideration of the foregoing, as well as the unified positions of Petitioner and Intervenor in support of the Second Petition, the Board hereby makes the following Findings of Fact, Conclusions of Law and Order:

FINDINGS OF FACT

1. Petitioner is an employee organization as defined in HRS Section 89-2 and the certified exclusive representative of employees in Units 3, 4 and 13. Intervenor is a public employer as defined in HRS Section 89-2 and the sole public employer of all employees in the Unit 3 and 4 classes that the Second Petition seeks to transfer to Unit 13.
2. On February 13, 2014, the Board issued a Notice of Deadline for Filing Petitions for Intervention, which set a deadline of March 19, 2014. Inasmuch as Intervenor was the sole party to file a Petition for Intervention by such deadline, Petitioner and Intervenor are the only parties to these proceedings.
3. Petitioner and Intervenor (collectively, the "Parties") concur as to the appropriateness of the transfer of certain imaging classes of employees in Units 3 and 4 to Unit 13 as follows:

From (units 03/04)	To (unit 13):
Imaging Technologist (Entry)	Imaging Specialist I
Imaging Technologist (Full Performance)	Imaging Specialist II
Imaging Technologist (Lead)	Imaging Specialist III
Imaging Specialist I	Imaging Specialist III
Imaging Specialist II	Imaging Specialist IV
Imaging Specialist Lead	Imaging Specialist V
Imaging Multiple Modality Specialist I	(deleted)
Imaging Multiple Modality Specialist II	Imaging Multiple Specialist
Imaging Supervisor	Imaging Specialist VI
Clinical Informatics Imaging Specialist I	Imaging Specialist III
Clinical Informatics Imaging Specialist II	Imaging Specialist IV

4. True and correct copies of the current class specifications for the above-referenced classifications in Units 3 and 4 are attached to the Second Petition as Attachment "A".[2]

5. Given the Parties' concurrence on all issues relevant to this matter, the Parties have waived a hearing on the merits.

CONCLUSIONS OF LAW

1. The Board has jurisdiction over this matter pursuant to Haw. Rev. Stat. § 89-5 and 89-6.

2. Based upon the records and files in this case, the Board finds that it is appropriate and consistent with Haw. Rev. Stat. §89-6 to transfer the imaging classes of employees in Units 3 and 4 listed in the Second Petition to Unit 13.

ORDER

It is hereby ordered that Petitioner's Second Petition is granted. Accordingly, the imaging classes of employees in Units 3 and 4 listed in the Second Petition shall be transferred to Unit 13. The specific terms and conditions of the transfer, including but not limited to the effective date, shall be determined by the Parties through mutual agreement.

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PLEASE NOTE CHANGES

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[2] The Second Petition has been attached hereto by the Board.

DATED: Honolulu, Hawaii, April 11, 2014.

HAWAII LABOR RELATIONS BOARD

JAMES B. NICHOLSON, Chair

SESNITA A.D. MOEPONO, Member

ROCK B. LEY, Member

Approved as to Form:

SEAN K. SANADA
Attorney for Intervenor

DEBRA A. KAGAWA
Attorney for Petitioner

2nd Amended Petition

2014 APR -3 PM 4:04

STATE OF HAWAII
HAWAII LABOR RELATIONS BOARD
Princess Keelikolani Building, 830 Punchbowl Street, Room 434, Honolulu, Hawaii 96813
HLRB-2 PETITION FOR CLARIFICATION OR AMENDMENT OF APPROPRIATE BARGAINING UNIT

Case No. RA-03-242a
RA-03-242b
4 ~

File the original and five copies of this Petition, by U.S. Mail or in person, with the Hawaii Labor Relations Board, Princess Keelikolani Building, 830 Punchbowl Street, Room 434, Honolulu, Hawaii 96813. If more space is required for any item, attach additional sheets, numbering each item accordingly.

1. **The Petitioner alleges that the following circumstances exist and requests that the Hawaii Labor Relations Board proceed under its proper authority pursuant to the Hawaii Revised Statutes Section 89-6, and its Administrative Rules, to clarify or amend the appropriate bargaining or optional appropriate bargaining unit herein named.**

2. **Petitioner (Exclusive Representative or Public Employer)**
   (a) Name, address and telephone number.

   Hawaii Government Employees Association, AFSCME Local 152, AFL-CIO
   888 Mililani Street, Suite 601
   Honolulu, HI 96813
   (808) 543-0000

   (b) Affiliation, if any.

   AFSCME, Local 152, AFL-CIO

   (c) Name, address and telephone number of the principal representative, if any, to whom correspondence is to be directed.

   Randy Perreira, Executive Director
   Hawaii Government Employees Association
   888 Mililani St., Suite 601
   Honolulu, HI 96813
   (808) 543-0012
   Attn: Kevin Mulligan, Legislative Specialist

3. **Exclusive Representative Or Public Employer**
(a) Name, address and telephone number.

Hawaii Health Systems Corporation
3675 Kilauea Avenue
Honolulu, HI 96816

(b) Name, address and telephone number of the principal representative, if any, to whom correspondence is to be directed.

Alice Hall, Acting President and Chief Executive Officer
Hawaii Health Systems Corporation
3675 Kilauea Ave.
Honolulu, HI 96816

4. **Describe the appropriate bargaining unit.**

Currently, the following series of Hawaii Health Systems Corporation (HHSC) employees are in bargaining units 3 and 4: Imaging Supervisor, Imaging Technologist (Entry), Imaging Technologist (Full Performance), Imaging Technologist (Lead), Imaging Specialist I, Imaging Specialist II, Imaging Specialist (Lead), Imaging Multiple Modality Specialist I, and Imaging Multiple Modality Specialist II.

These series are placed within bargaining units 3 and 4 largely because the X-Ray Technician series was adopted from the State of Hawaii, relative to the transfer of the Division of Public Hospitals from the state Department of Health to the Hawaii Health Systems Corporation, effective July 1, 1998, pursuant to Act 262, SLH 1996. The X-Ray Technician I class series was originally placed into bargaining unit 3 in 1967 by the state's central personnel agency. All subsequent classes and series related to Radiology and Imaging were placed into bargaining units 3 and 4 by default.

Medical imaging refers to several different technologies that are used to view the human body in order to diagnose, monitor, or treat medical conditions. Each type of technology gives different information about the area of the body being studied or treated, related to possible disease, injury, or the effectiveness of medical treatment.

Medical Imaging (Radiologic Technology) is the health profession concerned with the direct administration of radiation in disease diagnosis and injury assessment. Medical imaging studies have been a cornerstone in medical diagnosis for decades; however, technological advances and the addition of new imaging modalities now place medical imaging among the most dynamic, expanding and high demand fields in clinical medicine.

Medical Imaging clinical practice includes: general radiography such as orthopedics, pediatrics and mammography, vascular imaging, cardiac catheterization studies, computerized tomography, and magnetic resonance imaging. Medical imaging

professionals are employed in major medical centers, community and private hospitals, clinics, and physicians' offices.

Not many years ago, medical imaging technology mainly referred to x-rays processed on film. In the last three decades, however, this technology has grown rapidly. Now, medical images of the human body can be taken in many different, more sophisticated ways. These methods are now almost always computerized and include, among others, magnetic resonance imaging (MRI) and computerized tomography (CT scans). Physicians use the images obtained by these technologies to both diagnose and track the progress of illnesses and injuries.

Depending on the condition of the patient, one of these ways may be more appropriate than the other to use. Medical imaging technologists develop their skills at administering these methods in order to first choose, and then use, the most suitable one. This is often called being "multicredentialed," and multicredentialed medical imaging technologists are in high demand within the health care field.

The profession and medical technology have evolved considerably over the past several years. Recent advances in imaging technology such as Computed Tomography (CT) scans, Magnetic Resonance Imaging (MRI), Nuclear Medicine, Radiation Therapy and other techniques have had a major impact on the diagnosis and treatment of diseases. Advances in imaging technology over the last five years have revolutionized almost every aspect of medicine. More detailed imaging is allowing doctors to see things in new ways. Imaging can provide early and more accurate diagnoses. In some cases, it may even lead to better and more successful treatments and outcomes. Almost every field of medicine is using imaging technology more than they used to do.

According to the *New England Journal of Medicine*, medical imaging is one of the top developments that have changed the practice of clinical medicine. Today, imaging and radiation therapy are cornerstones of quality patient care. Doctors are seeing just how valuable and accurate these tests can be. One of the biggest changes in in the use of imaging technology is that it has largely replaced exploratory surgery. In the past, doctors had to do exploratory surgery to see what was going on inside the body. But CT scans, MRI scans and Ultrasound are so useful that they have largely done away with this surgical approach.

The placement of these positions in bargaining units 3 and 4 no longer accurately represents the risks, responsibilities and demands of their highly technical and sophisticated work. Medical imaging has become a powerful method for diagnosing disease and monitoring treatment. Medical imaging science professionals use complex technologies and computer applications to provide physicians with the information they need to better serve their patients. The employer carries liability insurance on each Registered Technologist since they practice their profession along side physicians.

The Registered Imaging Technologists often scrub with physicians as assistants and share duties with Registered Professional Nurses, while caring for critically ill patients. They are anatomic specialists and use their highly specialized skills to help radiologists,

cardiologists and other physicians in their treatment of patients with serious health conditions.

The employees within these classes must be able to handle seriously ill and injured patients to obtain the maximum amount of information without injury to the patient and with the least amount of pain and discomfort to the patient. Many of these employees in the previously mentioned classes assist the Radiologist in complex procedures, often involving the injection of opaque media through needles or catheters. Imaging employees must function as an integral member of the health care team which consists of nurses and physicians.

Radiologic (Imaging) Technologists/Specialists must be well educated and experienced in aseptic techniques, requiring skills comparable to those of nurses in some specialties. Many of the patient examinations are very specific, using computers or computerized equipment. Imaging technologists/specialists are also capable of assessing the technical quality of the image, and providing basic patient care. The equipment used in producing these images is very expensive often costing more than $1 million.

Within the HHSC, there are approximately 100 Registered Radiologic Technologists who operate highly sophisticated equipment and technology. All of these classes are licensed, certified health care professionals. They belong to a variety of professional accreditation/certification organizations, including but not limited to the: American Registry of Radiologic Technologists (ARRT), American Registry for Diagnostic Medical Sonography (ARDMS), Nuclear Medicine Technology Certification Board (NMTCB) and American Registry for Diagnostic Cardiac Sonography (ARDCS).

These employees are certified in one or more areas of expertise: Radiography, Nuclear Medicine, Radiation Therapy, Magnetic Resonance Imaging, Sonography, Mammography, Computed Tomography, Quality Management, Bone Density, Cardiac-Interventional Radiography, Vascular-Interventional Radiography, Cardiovascular-Interventional Radiography, Vascular Sonography, Breast Sonography, and Cardiovascular Sonography. Employees in these classes provide service 24 hours a day, 7 days per week and are on call for emergency diagnostic and treatment procedures.

To qualify for these positions, employees must complete at least two years of education before they are eligible to take the ARRT national registry exam. Once completed and passed, the employees then become certified in one of the specialty areas. The education requirements for ARRT exam eligibility can be acquired either by:

1. Completing a certification program either through a hospital or military program, which is backed by an accredited university or community college and are 24 month programs.
2. College or university degrees which are offered at the Associate of Science level (2 years) or a Baccalaureate level (4 years) in Radiologic Technology. Beginning in 2015, the minimum requirements for education will be an Associate of Science in Radiologic Technology.

Any other advanced certification exam requires two (2) years of practice in the area of expertise, documentation of procedure involvement and an application process to determine eligibility for the exam. This would be the equivalent of an additional two years of education, for a total of four or six years of education. About 40 colleges and universities are now offering Bachelor of Science degrees in Medical Imaging or Radiologic Science.

Annual renewal for Registration is required for each of these specialty areas. Certification is maintained through continuing education units (CEUs). Once employees are registered with the ARRT, they are required to complete twenty-four (24) units of CEUs every two years to maintain their certification. If an employee is delinquent in meeting their continuing education requirement, they are placed on probation until the continuing education requirements are met. An additional twelve (12) units is required to end the employee's probation period. Registration renewal is required annually.

There is mandatory licensure to dispense radiation in 37 states, including Hawaii, and also is dependent upon meeting ARRT qualifications.

5. **Indicate the proposed clarification or amendment.**

The nature of work performed by these employees is consistent with the work performed by employees in bargaining unit 13 – Professional and Scientific.

6. **Provide a statement setting forth reasons why clarification or amendment is requested.**

These employees are highly trained, specialized and licensed health care professionals who do not belong in bargaining units 3 and 4. The education and training requirements are equivalent to many classes in bargaining unit 13. Due to the rapid advancements in medical technology beyond x-rays, the assignment of these employees into the white-collar, non-supervisory bargaining unit or white collar supervisory bargaining unit is no longer appropriate. Over time, the structure and function of government must change to meet technological advancements, especially those related to health care.

Under Chapter 89, HRS we believe the Hawaii Labor Relations Board is mandated to adhere to the same criteria on which the Legislature designated the original thirteen bargaining units in determining the appropriate bargaining unit for these employees.

Before the passage of Act 253, SLH 2000, Section 89-2, HRS contained the definition of "Professional employee". It read in pertinent part as follows:

> "Professional employee" includes (A) any employee engaged in work (i) predominantly intellectual and varied in character as opposed to routine mental manual, mechanical, or physical work, (ii) involving the consistent exercise and discretion and judgment in its performance... (iv) requiring knowledge of an advanced type in a field of science or learning customarily acquired by a

> prolonged course of specialized intellectual instruction and study in an institution of higher learning or a hospital, as distinguished from a general academic education or from an apprenticeship or from training in the performance of routine mental manual or physical processes...

In Senate Standing Committee Report No. 745-70, which created Chapter 89, HRS (Act 171, SLH 1970), the different bargaining units were based upon the following criteria:

> The designated units are occupational categories based on existing compensation plans, the nature of work involved, and the essentiality of services provided to the public.

Therefore, we believe that based upon these important criteria, the imaging-related classes identified in our petition should be placed into bargaining unit 13. Moreover, given the rapid advancements in medical technology, it is incorrect to place these employees into bargaining units 3 and 4 that also cause unusually large shortage differentials equal to 25%-33% of their base salary. Assigning these employees into bargaining unit 13 – Professional & Scientific is entirely appropriate given the significant changes in medical technology over the past five years along with the detailed knowledge and skills required to operate the sophisticated technology and effectively treat critically ill patients.

The nature of work performed by the imaging-related classes is similar to the Medical Technologist series, which is assigned to bargaining unit 13. Like the Medical Technologist series, these classes work often under the direction of a physician.

7. **Provide a clear and concise statement of any other relevant facts.**

Based upon this information, the classes that should be transferred from bargaining units 3 and 4 to 13 include the following wherever they are employed within the HHSC:

Hawaii Health Systems Corporation

Imaging Technologist (Entry) – SR -16 (BU-03)
Imaging Technologist (Full Performance) – SR-18 (BU-03)
Imaging Technologist (Lead) – SR-20 (BU 03)
Imaging Specialist I – SR-20 (BU-03)
Imaging Specialist II – SR-22 (BU-03)
Imaging Specialist (Lead) – SR-24 (BU 04)
Imaging Multiple Modality Specialist I – SR-21 (BU-03)
Imaging Multiple Modality Specialist II – SR-23 (BU-03)
Imaging Supervisor – SR-26 (BU 04)
Clinical Informatics Imaging Specialist I – SR-20 (BU-03)
Clinical Informatics Imaging Specialist II – SR-21 (BU-03)*
Attached as Attachment "A" are true and correct copies of the current class specifications for the above-referenced classifications.

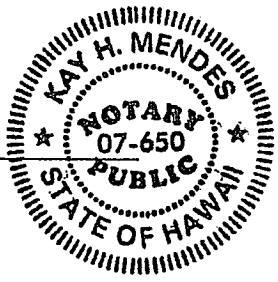
STATE OF HAWAII)
) ss.
CITY AND COUNTY OF HONOLULU)

Randy Perreira, being first duly sworn on oath, deposes and says:
that he is the Petitioner's representative, and that he has read the above Petition consisting of this and six (6) additional pages, and is familiar with the facts alleged therein, which facts he knows to be true, except as to those matters alleged on information and belief, which matters he believes to be true.

Executive Director

Subscribed and sworn to before me
this 3rd day of April, 2014.

Notary Public, First Circuit
State of Hawaii



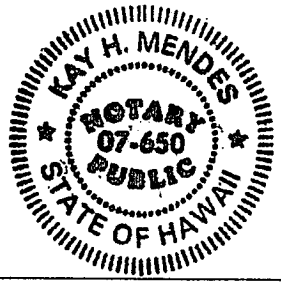
My Commission expires: December 16, 2015

NOTARY CERTIFICATION

Doc. Date: April 3, 2014 No. of Pages: 7
Notary Name: Kay H. Mendes 1st Circuit

Doc Description: 2nd Amended HLRB-2 Petition for Clarification or Amendment of Appropriate Bargaining Unit

Notary Signature 4/3/14
Date



ATTACHMENT A

HAWAII HEALTH SYSTEMS CORPORATION

Job Description — **Imaging Technologist**
(Position Description, Class Specification & Minimum Qualification Requirements)

Entry Level Work	**SR-16**	**5.707**
Full Performance Work	**SR-18**	**5.708**

Function and Location

This position works in the Imaging Department of a hospital and is responsible for operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's orders, protocols and quality standards as established by the department and facility. The position may work on rotating shifts, with work on weekends and holidays and may require standby and call back duty.

Key Duties and Responsibilities

1. Examination:
   - Operates imaging equipment, fluoroscopy, or other similar types of equipment using standard or modified imaging techniques in accordance with the hospital and/or department policy and procedures, protocols and quality standards.
   - Sets up, fixes and adjusts immobilization devices as necessary.
   - Prepares oral, IV, and enema contrast materials, to render organs more opaque.
   - Assists patients to remove all radiopaque articles of clothing or jewelry that are near site for study.
   - Measures thickness of area to be radiographed using calipers, and sets kilovolts, milliamperes, and exposure time.
   - Performs special imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., as prescribed by a physician.
   - Consults with physicians on special cases to do special imaging examinations.
   - Prepares equipment, supplies and work area in accordance with infection control, policy and procedures and sterile techniques.
   - Reviews examination orders and correlates patient clinical history with examination performed. Investigates discrepancies as needed.
   - Ensures that services are performed in a safe environment in accordance with established guidelines.
   - Ensures full understanding by patient during examination.
   - Understands basic nursing skills and provide quality patient care based on specific needs including but not limited to age, medical condition, and/or developmental status (e.g., careful and proper positioning of patients, helping dress and undress patients when necessary, cleaning patients when necessary, blood pressures, pulses, respiration and CPR).

2. Quality Control:
   - Responsible for maintaining and cleaning of imaging equipment surfaces and all other equipment in the department. Reports any malfunction of equipment and unsafe conditions to the supervisor.
   - Monitors and ensures prompt transfer of all images to film or other media to facilitate interpretations.
   - Assists physicians, nurses, clerical personnel and other staff as necessary to ensure prompt patient flow and to maximize the efficiency of the site.
   - Assist in collecting all previous X-Rays, CT scans, Nuclear medicine scans, Ultrasound scans and all pertinent data for comparison before exam.
   - Maintains technical knowledge of operation of imaging equipment.
   - Assists clerical staff in scheduling patients as needed.
   - Participates in the maintenance of department's quality assurance program; recommends changes on policies, procedures and protocols.
   - Observes safety and health regulations and works in accordance with safe work procedures and policies of the department and hospital.
   - Responsible for maintaining an adequate inventory of supplies.

Other Duties

In addition to the key duties and responsibilities, this position may be assigned to:

- Cross train and perform duties and responsibilities in other modalities, as required, for which the employee is competent and qualified as part of an ongoing program to enhance employee development and provide for maximum utilization of staff and services within related fields.
- Maintains professional and cordial relations with patients, staff members, medical staff, etc.
- Maintains competencies through continuing education and credentialing, inservices and/or unit/hospital competencies within appropriate time frame.
- Uses the principles of growth and development to assess each patient's age-specific needs and provide age-specific treatment and care.
- Uses the principles of pain management in assisting each patient to be as comfortable and pain-free as possible by assessing, treating and educating patient and family.
- Uses knowledge of different cultures to assess each patient's cultural specific needs and provide cultural specific treatment and care.
- Compliance with mandatory inservice requirements, e.g., patients rights, crisis prevention, annual mandatory health and safety, etc.

- Maintains the strictest confidentiality of all facility and facility related employee/patient information.
- Participates in activities of department, i.e., JCAHO, Safety, Performance Improvement, and Infection Control.
- Performs other duties as assigned.

Entry Level Qualifications Required of All Employees in all Work Settings

Knowledge of: Basic knowledge of operation of imaging equipment, radiation safety, medical terminology and department protocols. Methods for developing and processing x-ray films and plates. Knowledge of standard precautions, hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards.

Ability to: Read, write, speak and understand simple sentences in English; follow oral and written instructions precisely; get along well with others; and demonstrate an attitude of respect and professionalism.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

Knowledge and Abilities used in Performing Key Duties at the Full Performance Level

Demonstrated proficiency in the application of all of the knowledge and abilities, specified below for the Full Performance level, in the operations of imaging equipment; function independently without supervision. Knowledge of operation of imaging equipment, radiation safety, and departmental protocols, standard precautions, hospital policies and procedures, rules and regulations, government regulatory requirements and accrediting standards, perform the full range of services to the patients of the work site, independently. Knowledge of the policies, procedures and work rules of the work site.

Controls Exercised over the Work

An Imaging Director/Supervisor or designee provides supervision over this position.

Instructions Provided: Entry level employees are provided specific and detailed instructions under direct supervision; full performance employees are provided general instructions, and specific instructions in new and unusual situations. Full performance employees may provide instruction regarding procedures and safety to entry level employees and other health care providers.

Assistance Provided: Entry level employees are provided direct guidance in performing tasks; full performance employees perform work independently, receiving specific guidance only in new, unusual, or emergency situations.

Review of Work: Entry level employees receive direct and frequent review of work performed; the work of full performance employees is reviewed periodically to ensure that acceptable practices are followed.

At the full performance level, self assessment of performance knowledge, skills, ethics, behaviors and attitudes is expected to identify opportunities for educational growth and improvement to benefit patients, coworkers and the profession.

Prerequisite Qualifications Required for the Entry Level

Education and Essential Knowledge and Abilities: Successful completion of a certificate, associate degree in Radiologic Technology from an accredited program (military training program acceptable).

License: A current State of Hawaii Radiologic Technologist license as a radiographer at the time of appointment.

Certification: A current American Registry of Radiologic Technologist (ARRT) or equivalent at the time of appointment.

Prerequisite Qualifications Required for the Full Performance Level

In addition to the qualifications required at the entry level:

Experience and Essential Knowledge and Abilities: One (1) year of imaging technologist experience which demonstrated a thorough knowledge of imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., including the X-raying of such areas of the human anatomy as the chest, skull, gastro-intestinal tract, urinary tract, and vascular system.

Certification Required: Certification in Health Care Provider (adult, child and infant) and/or Health Saver Plus (adult) must be obtained within six (6) months of employment.

Physical Requirements: All employees must be physically able to perform the essential duties of the position. The general types of physical abilities involved, and examples of the tasks requiring these abilities follows:

Sensory: Must be able to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear both the conversational voice and recorded voice on tape or similar recording device, with or without a hearing aid, or the ability to compensate satisfactorily.
Coordination and Dexterity:. Stooping, kneeling and crouching, reaching, handling and fingering supplies and data is required.
Strength and Stamina: Considerable demands for physical effort and the ability to lift a maximum of fifty (50) pounds with frequent lifting and/or carrying of objects weighting up to twenty-five (25) pounds, position and/or move patients (push/pull patients may exceed 50 pounds).
Mobility: Move freely throughout the work setting: and responds to emergency situations quickly.
Hazards: May be exposed to infectious diseases or hazardous substances. Exposure to magnetic/RF hazards on a daily basis.

Personal Characteristics: Patience, tact, an even temperament in meeting and dealing with others, and productive work habits.

Cognitive requirements: Substantial demands for simple reading and writing, memorization, judgment and decision-making. Moderate demands for complex reading, analyzing, perception/comprehension, and math and clerical skills. Minimal demands for complex writing.

Desirable Qualifications: Knowledge of multiple/differing cultures; oral and written communication skills; good observation skills and ability to recall and report/document a series of events accurately; positive attitude. Must be able to demonstrate the knowledge and skills necessary to provide care appropriate to the age of the patients served. Knowledge of operation of imaging equipment, safety, medical terminology, and department protocols.

HAWAII HEALTH SYSTEMS CORPORATION

Job Description — **Lead Imaging Technologist**
(Position Description, Class Specification & Minimum Qualification Requirements)

All Positions **SR-20** **5.709**

Function and Location

This position works in the Imaging Department of a hospital and is responsible to perform lead tech duties such as daily work flow organization, preparing work schedules, and training of new employees as well as general tech duties such as ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility. The position may work on rotating shifts, with work on weekends and holidays and may require standby and call back duty.

Key Duties and Responsibilities

1. Lead:
   - Oversees the daily technical activities of the section.
   - Daily work flow organization.
   - Prepares work schedules.
   - Responsible for product inventory; order supplies and preparing purchase orders as necessary.
   - Coordination of equipment maintenance.
   - Resolves conflicts or problems (i.e., physicians, patients, or supplies). Take corrective action as necessary.
   - Conduct new employee training.
   - Assist in the evaluation and completion of employee performance appraisals/competencies.
   - Participates in selection interviews.
   - Complete statistical reports (e.g. monthly, annual or as needed).
   - Review and assess new equipment and make recommendations to Imaging Supervisor or Director of Imaging.
   - May oversee other imaging modalities that are within the scope of practice allowed by license.

2. Examination:
   - Operates imaging equipment, fluoroscopy, or other similar types of equipment using standard or modified imaging techniques in accordance with the hospital and/or department policy and procedures, protocols and quality standards.
   - Sets up, fixes and adjusts immobilization devices as necessary.

- Prepares oral, IV, and enema contrast materials, to render organs more opaque.
- Assists patients to remove all radiopaque articles of clothing or jewelry that are near site of study.
- Measures thickness of area to be radiographed using calipers, and sets kilovolts, milliamperes, and exposure time.
- Performs special imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., as prescribed by a physician.
- Consults with physicians on special cases to do special imaging examinations.
- Prepares equipment, supplies and work area in accordance with infection control, policy and procedures and sterile techniques.
- Reviews examination orders and correlates patient clinical history with examination performed. Investigates discrepancies as needed.
- Ensures that services are performed in a safe environment in accordance with established guidelines.
- Ensures full understanding by patient during examination.
- Understands basic nursing skills and provide quality patient care based on specific needs including but not limited to age, medical condition, and/or developmental status (e.g., careful and proper positioning of patients, helping dress and undress patients when necessary, cleaning patients when necessary, blood pressures, pulses, respiration and CPR).

3. Quality Control:
   - Responsible for maintaining and cleaning of imaging equipment surfaces and all other equipment in the department. Reports any malfunction of equipment and unsafe conditions to the supervisor.
   - Monitors and ensures prompt transfer of all images to film or other media to facilitate interpretations.
   - Assists physicians, nurses, clerical personnel and other staff as necessary to ensure prompt patient flow and to maximize the efficiency of the site.
   - Assist in collecting all previous X-Rays, CT scans, Nuclear medicine scans, Ultrasound scans and all pertinent data for comparison before exam.
   - Maintains technical knowledge of operation of imaging equipment.
   - Assists clerical staff in scheduling patients as needed.
   - Participates in the maintenance of departments quality assurance program; recommends changes on policies, procedures and protocols.
   - Observes safety and health regulations and works in accordance with safe work procedures and policies of the department and hospital.
   - Responsible for maintaining an adequate inventory of supplies.

Other Duties

In addition to the key duties and responsibilities, this position may be assigned to:

- Cross train and perform duties and responsibilities in other modalities, as required, for which the employee is competent and qualified as part of an ongoing program to enhance employee development and provide for maximum utilization of staff and services within related fields.
- Maintains professional and cordial relations with patients, staff members, medical staff, etc.
- Maintains competencies through continuing education and credentialing, inservices and/or unit/hospital competencies within appropriate time frame.
- Uses the principles of growth and development to assess each patient's age-specific needs and provide age-specific treatment and care.
- Uses the principles of pain management in assisting each patient to be as comfortable and pain-free as possible by assessing, treating and educating patient and family.
- Uses knowledge of different cultures to assess each patient's cultural specific needs and provide cultural specific treatment and care.
- Compliance with mandatory inservice requirements, e.g., patients rights, crisis prevention, annual mandatory health and safety, etc.
- Maintains the strictest confidentiality of all facility and facility related employee/patient information.
- Participates in activities of department, i.e., JCAHO, Safety, Performance Improvement, and Infection Control.
- Performs other duties as assigned.

Knowledge and Abilities used in Performing Key Duties

Demonstrated proficiency in the application of all of the knowledge and abilities, specified for the Full Performance level, in the operations of imaging equipment. Knowledge of operation of imaging equipment, radiation safety, and departmental protocols, standard precautions, hospital policies and procedures, rules and regulations, government regulatory requirements and accrediting standards, perform the full range of services to the patients of the work site, independently. Knowledge of the policies, procedures and work rules of the work site.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

Controls Exercised over the Work

An Imaging Director/Supervisor or designee provides supervision over this position.

Instructions Provided: The position receives general direction to assure conformance to hospital policies, procedures, and unit objectives. Provides instruction regarding procedures and safety to subordinate employees and other health care providers.

Assistance Provided: Work is performed independently in conformance with established policies and procedures.

Review of Work: Work is reviewed periodically to ensure that acceptable practices are followed.

Prerequisite Qualifications Required

Education and Essential Knowledge and Abilities: Successful completion of a certificate, associate degree in Radiologic Technology from an accredited program (military training program acceptable).

License: A current State of Hawaii Radiologic Technologist license as a radiographer at the time of appointment.

Certification:

1. A current American Registry of Radiologic Technologist (ARRT) or equivalent at the time of appointment.

2. Certification in Health Care Provider (adult, child and infant) and/or Health Saver Plus (adult) must obtained within six (6) months of employment.

Experience and Essential Knowledge and Abilities: Three (3) years of imaging technologist experience which demonstrated a thorough knowledge of imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., including the X-raying of such areas of the human anatomy as the chest, skull, gastro-intestinal tract, urinary tract, and vascular system.

Supervisory aptitude: Demonstrates aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involved some supervisory responsibilities or aspects; by serving as a group or team leader, or in similar work in which opportunities for demonstrating supervisory capability exits; by completion of training courses in supervision accompanied by application of supervisory skills in work assignments; or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

Physical Requirements: All employees must be physically able to perform the essential duties of the position. The general types of physical abilities involved, and examples of the tasks requiring these abilities follows:

Sensory: Must be able to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear both the conversational voice and recorded voice on tape or similar recording device, with or without a hearing aid, or the ability to compensate satisfactorily.
Coordination and Dexterity:. Stooping, kneeling and crouching, reaching, handling and fingering supplies and data is required.
Strength and Stamina: Considerable demands for physical effort and the ability to lift a maximum of fifty (50) pounds with frequent lifting and/or carrying of objects weighting up to twenty-five (25) pounds, position and/or move patients (push/pull patients may exceed 50 pounds).
Mobility: Move freely throughout the work setting: and responds to emergency situations quickly.
Hazards: May be exposed to infectious diseases or hazardous substances. Exposure to magnetic/RF hazards on a daily basis.

Personal Characteristics: Patience, tact, an even temperament in meeting and dealing with others, and productive work habits.

Cognitive requirements: Substantial demands for simple reading and writing, memorization, judgment and decision-making. Moderate demands for complex reading, analyzing, perception/comprehension, and math and clerical skills. Minimal demands for complex writing.

Desirable Qualifications: Knowledge of multiple/differing cultures; oral and written communication skills; good observation skills and ability to recall and report/document a series of events accurately; positive attitude. Must be able to demonstrate the knowledge and skills necessary to provide care appropriate to the age of the patients served. Knowledge of operation of imaging equipment, safety, medical terminology, and department protocols.

PART I HAWAII HEALTH SYSTEMS CORPORATION 5.723
STATE OF HAWAII 5.724
5.725

Class Specifications
for the

IMAGING SPECIALIST SERIES

Series Definition:

This is a multi-series definition applicable to all classes of positions the primary duties of which utilize imaging equipment to perform specialized diagnostic procedures in accordance with policies and procedures, protocols and quality standards These positions may work on rotating shifts, with work on weekends and holidays and may require standby and call back duty.

Distinguishing Characteristics

Imaging Specialists perform imaging procedures in specialized areas such as Angiography, Computed Tomography, Echocardiography, Mammography, Magnetic Resonance Imaging, Nuclear Medicine, Radiation Therapy, Ultrasonography, and Vascular.

In contrast to an Imaging Technologist who is responsible for operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards, an Imaging Specialist performs specialized imaging procedures utilizing specialized imaging equipment.

Use of Specialty Titles:

The following specialty titles are established:

Angiography Technologist - This position works in the Imaging, Angiography, or Cardiovascular Services Department of a hospital or outpatient surgical services center and is responsible for performing special and/or interventional procedures such as: angiographic procedures involving abdominal, renal, carotid/cerebral arteriogram, and extremity arteriograms, pulmonary, cardiac catheterizations, stent placements, angioplasties, thrombolysis, embolizations, etc., temporary and permanent pacemaker insertions, organ biopsies, venogram, electrophysiology studies, balloon pump insertion, and other interventional procedures for gathering and capturing images for diagnostic information. This position may also perform imaging duties of operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility and lithotripsy procedures using ultrasonic and fluoroscopic equipment.

Computed Tomography (CT) Technologist - This position works in the Imaging Department of a hospital and is responsible for performing various computed tomography procedures for imaging of human anatomy. This includes transferal and photographing of images, archiving post, processing multiplanar, 3D vascular and/or 3D-bone reconstruction and performing appropriate protocols. This position may also perform imaging duties of operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility and lithotripsy procedures using ultrasonic and fluoroscopic equipment.

Echocardiology Technologist - This position works in the Imaging, Echocardiology, or Cardiovascular Services Department of a hospital or outpatient clinic and is responsible for performing a variety of diagnostic procedures including Echocardiogram, Dobutamine, Stress-testing, and trans-esophageal echocardiograms using ultrasonic equipment to obtain diagnostic data for physician review and evaluation.

Mammography Technologist - This position works in the Imaging Department of a hospital and is responsible to perform mammographic examinations utilizing diagnostic imaging equipment in accordance with policies and procedures, protocols and quality standards as established by the Mammography Quality Standards Act of 1992 (MQSA) and final guidelines revised. This position may also perform imaging duties of operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility and lithotripsy procedures using ultrasonic and fluoroscopic equipment.

Magnetic Resonance Imaging (MRI) Technologist - This position works in the Imaging Department of a hospital and is responsible to perform clinical diagnostic magnetic resonance imaging and other procedures associated with the production of MRI images utilizing standard or modified imaging techniques in accordance with physician's ordered procedures, protocols and quality standards as established by the department and facility.

Nuclear Medicine Technologist - This position works in the Imaging Department of a hospital and is responsible for performing the technical nuclear medicine procedures as an adjunct to the diagnosis and/or treatment of patients.

Radiation Therapist - This position works in the Oncology Center of a hospital and is responsible for performing a variety of radiation therapy treatments, simulations, treatment planning, and fabrication of specialized treatment aide in accordance with the prescription and instructions of the physician.

Ultrasonographer - This position works in the Imaging Department of a hospital and is responsible to produce two-dimensional ultrasonic recordings of internal organs, using ultrasound equipment, for use by physician in diagnosis of disease and study of malfunction of organs.

Vascular Technologist – This position works in the Imaging or Cardiovascular Services Department of a hospital or outpatient clinic and is responsible for performing a variety of diagnostic procedures utilizing high frequency ultrasound, Doppler, and/or physiologic pressures to assist physicians in the diagnosis of disorders of the circulatory system. Vascular exams include, but are not limited to, duplex imaging of peripheral, extra cranial carotid, and intra-abdominal circulation and plethysmographic pressures of peripheral circulation.

IMAGING SPECIALIST I 5.723

Duties Summary:

Receives training and assists in activities pertaining to specialized imaging procedures; and performs other duties as required.

Examples of Duties:

Assessment duties include: confirms patient information and verifies the procedure prescribed; selects equipment for use in specialized imaging procedure setup according to specifications of procedure; determines optimal scanning parameters; explains process to patient and positions patient for procedure; ensures safe environment in accordance with established guidelines; ensures that imaging equipment and other related equipment are comply with established guidelines; conducts a variety of specialized imaging procedures under the direction and supervision of a physician and/or higher level imaging specialist; maintains aseptic and isolation techniques; and discusses test results with supervisor or attending physician.

Quality Control duties include: complete procedures as requested in accordance with quality control standards; reports equipment problems and unsafe conditions to the supervisor; restocks and maintains assigned work station/equipment; and assists in identifying operational problems and implementing changes.

Records Documentation duties include: documents diagnostic, treatment, patient data and any exceptions from established criteria or procedures; records diagnostic or treatment data and performs routine archiving status checks and deletes data according to established guidelines; maintains documentation of Quality Assurance (QA) activities, procedures, and results in accordance with established guidelines; and completes daily teleradiology tallies/documentation in accordance with established procedures.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required; maintains competencies within appropriate time frame; and uses the principles of growth and development and pain management to assess patient needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Basic knowledge of imaging equipment and physics of specialized imaging procedures, safety, medical terminology and department protocols. Knowledge of standard precautions, hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Read, write, speak and understand simple sentences in English; follow oral and written instructions precisely; get along well with others; and demonstrate an attitude of respect and professionalism.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

IMAGING SPECIALIST II 5.724

Duties Summary:

Independently performs a full range of specialized imaging procedures in a specific specialty; and performs other duties as required.

Examples of Duties:

Assessment duties include: confirms patient information and verifies the procedure prescribed; selects equipment for use in specialized imaging procedure setup according to specifications of procedure; determines optimal scanning parameters; explains process to patient and positions patient for procedure; ensures safe environment in accordance with established guidelines; ensures that imaging equipment and other related equipment are comply with established guidelines; conducts a variety of specialized imaging procedures under the direction and supervision of a physician and/or higher level imaging specialist; maintains aseptic and isolation techniques; and

discusses test results with supervisor or attending physician.

Quality Control duties include: complete procedures as requested in accordance with quality control standards; reports equipment problems and unsafe conditions to the supervisor; restocks and maintains assigned work station/equipment; and assists in identifying operational problems and implementing changes.

Records Documentation duties include: documents diagnostic, treatment, patient data and any exceptions from established criteria or procedures; records diagnostic or treatment data and performs routine archiving status checks and deletes data according to established guidelines; maintains documentation of Quality Assurance (QA) activities, procedures, and results in accordance with established guidelines; and completes daily teleradiology tallies/documentation in accordance with established procedures.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required; maintains competencies within appropriate time frame; and uses the principles of growth and development and pain management to assess patient needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Thorough knowledge of imaging equipment and physics of specialized imaging procedures, safety, medical terminology and department protocols. Thorough knowledge of standard precautions, hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Perform a full range of specialized imaging procedures in a specific specialty independently and provide instruction regarding specialized imaging procedures and radiation safety to Level I employees and other health care providers.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

LEAD IMAGING SPECIALIST 5.725

Duties Summary:

This level performs the most difficult of specialized imaging procedures in a specific imaging specialty and also is responsible to perform lead tech duties, and other duties as assigned.

Distinguishing Characteristics:

This position performs lead tech duties such as daily work flow organization, preparing work schedules, and training of new employees as well as the most difficult specialized imaging procedures.

Examples of Duties:

Lead duties include: direct supervision of the section; daily work flow organization; prepares work schedules and assignments; ensures adequate staffing levels to meet the needs of the section; responsible for product inventory; ordering supplies and preparing purchase orders; coordination of equipment maintenance; conduct new employee training; establish work performance standards for the section; complete statistical reports; review and assess new equipment and make recommendations to supervisor; may oversee other imaging modalities that are within the scope of practice allowed by license.

Assessment duties include: uses consistent and appropriate techniques to gather relevant information from the medical record, significant others and health care providers; reconfirms patient identification and verifies the procedure requested or prescribed; determines whether the patient has been appropriately prepared for and consented to the procedure; assesses factors that may contraindicate the procedure, ensures that services are performed in a safe environment in accordance with established guidelines; ensures that equipment maintenance and operation comply with established guidelines; assesses equipment to determine acceptable performance based on established guidelines; ensures that protocol and procedure manuals include recommended criteria and are reviewed and revised on a regular basis; assess the patient's physical and mental status prior to procedure and upon discharge from care.

Pre/Post Examination & Patient Education duties include: selects various imaging exposure techniques as appropriate, including routine, non-routine and fast activation; assesses whether services, procedures and environment meet established guidelines following appropriate reporting process; evaluates laboratory values prior to administering contrast media and beginning interventional procedures; evaluates equipment to determine if it meets established standards and follows appropriate

reporting process for any deficiencies; selects appropriate patient immobilization devices; determines optimal imaging parameters for suspected pathology; determines the appropriate type and dose of contract agent to be administered; interpret physicians' order and correlate with procedure; ensures that all procedural requirements are in place; explains precautions regarding administration to contrast agents; performs specialized procedures and maintenance procedures according to established protocols and guidelines; administers contrast agents according to established guidelines and monitors the patient for reactions to contrast agents; uses appropriate radiation safety devices; and monitors the patients' physical condition during the procedure.

Quality Control duties include: revises scanning parameters in accordance with established guidelines; implements special filming or computer-generated information to improve the outcome of the procedure; alters scanning parameters to improve the quality of the procedure; reviews images to determine if additional scans will enhance the diagnostic value of the procedure; evaluates the patient and the procedure to identify variances that may affect patient outcome; evaluate the procedure against established protocols and guidelines; identify any exceptions to the expected outcome; reviews all diagnostic or therapeutic data for completeness and accuracy; determines whether the actual outcome is within established criteria; performs quality assurance (QA) activities based on established protocols and establishes an action plan to ensure safe practice and improved quality of materials, equipment and skills.

Records Documentation duties include: documents diagnostic, treatment and patient data in the appropriate record; documents any exceptions from the established criteria or procedures; records diagnostic or treatment data and performs routine archiving status checks and deletes data according to established guidelines; maintains documentation of QA activities, procedures, and results in accordance with established guidelines; completes daily teleradiology tallies/documentation in accordance with established procedures.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required or requested; reports broken or malfunctioning equipment; adhere to safety/infection control policies and procedures, hospital rules and regulations, policies and procedures, professional code of ethics, regulatory agency guidelines and requirements, and accreditation standards; maintain a clean, well-stocked, safe environment; ordering, stocking, and taking of inventory supplies; trouble shoots equipment failures or errors to identify problems; completes work orders for repairs and maintenance; maintains competencies within appropriate time frame; and uses the principles of growth and development and the principles of pain management to assess patient needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Thorough knowledge of imaging equipment and physics of specialized imaging procedures, safety, medical terminology and department protocols. Thorough knowledge of standard precautions, hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards. Knowledge of the principles and practices of supervision.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Perform a full range of specialized imaging procedures in a specific specialty independently and provide instruction regarding specialized imaging procedures and radiation safety to subordinates and other health care providers. Ability to direct the work of others.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

This is an amendment to the class specifications for the classes IMAGING SPECIALIST I, II AND LEAD, to add the following specialty title: Vascular Technologist, effective March 8, 2011.

This is an amendment to the class specifications for the classes, RADIOLOGY SPECIALIST I, II AND LEAD, to re-title the class to IMAGING SPECIALIST I ,II, AND LEAD and to update current standard terminology, effective February 20, 2009.

This is the first class specifications for the classes, RADIOLOGY SPECIALIST I, II AND LEAD.

DATE APPROVED: March 8, 2011

PAUL TSUKIYAMA
VP/Director of Human Resources

PART II HAWAII HEALTH SYSTEMS CORPORATION 5.723
STATE OF HAWAII 5.724
5.725

Minimum Qualification Specifications
for the Classes:

IMAGING SPECIALIST I, II & LEAD

	Minimum Qualifications			
Imaging Modality	Minimum Certification/ License	Education	Specialized Experience	Advanced Certification
Angiography Specialist I	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	6 months	
Angiography Specialist II	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	Additional 6 months	ARRT(CV, CI, or VI)
Angiography Lead	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	Additional 2 yrs	ARRT(CV, CI, or VI)*
Computed Tomography Specialist I	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	6 months	
Computed Tomography Specialist II	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	Additional 6 months	ARRT(CT)
Computed Tomography Lead	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	Additional 2 yrs	ARRT(CT)*
Echocardiography Specialist I	ARDMS (RDCS) eligible	Successful completion of an accredited program in echocardiography or equivalent.	6 months	
Echocardiography Specialist II		Successful completion of an accredited program in echocardiography or equivalent.	Additional 6 months	ARDMS (RDCS)
Echocardiography Lead		Successful completion of an accredited program in echocardiography or equivalent.	Additional 2 yrs	ARDMS (RDCS)*

Mammography Specialist I	ARRT(R) & ARRT(M) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	None	
Mammography Specialist II	ARRT(R) & ARRT(M) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	1 yr	
Mammography Lead	ARRT(R) & ARRT(M) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	Additional 2 yrs	
Magnetic Resonance Imaging Specialist I		Successful completion of an accredited program in Magnetic Resonance Imaging or equivalent.	6 months	
Magnetic Resonance Imaging Specialist II		Successful completion of an accredited program in Magnetic Resonance Imaging or equivalent.	Additional 6 months	ARRT(MR) or ARMRIT
Magnetic Resonance Imaging Lead		Successful completion of an accredited program in Magnetic Resonance Imaging or equivalent.	Additional 2 yrs	ARRT(MR) or ARMRIT*
Nuclear Medicine Specialist I	ARRT(N) or NMTCB HI Nuclear Medicine License	Successful completion of an accredited program in Nuclear Medicine Technology with a certification or associate degree, or equivalent.	None	
Nuclear Medicine Specialist II	ARRT(N) or NMTCB HI Nuclear Medicine License	Successful completion of an accredited program in Nuclear Medicine Technology with a certification or associate degree, or equivalent.	1 yr	
Nuclear Medicine Lead	ARRT(N) or NMTCB HI Nuclear Medicine License	Successful completion of an accredited program in Nuclear Medicine Technology with a certification or associate degree, or equivalent.	Additional 2 yrs	
Radiation Therapy Specialist I	ARRT(T) HI Radiation Therapist License	Successful completion of an accredited program in Radiation Therapy with an associate degree, or equivalent.	None	
Radiation Therapy Specialist II	ARRT(T) HI Radiation Therapist License	Successful completion of an accredited program in Radiation Therapy with an associate degree, or equivalent.	1 yr	
Radiation Therapy Lead	ARRT(T) HI Radiation Therapist License	Successful completion of an accredited program in Radiation Therapy with an associate degree, or equivalent.	Additional 2 yrs	

Ultrasonographer I	ARDMS (RDMS)or ARRT (S) eligible	Successful completion of an accredited program in Ultrasound Technology/Sonography with a certificate or associate degree, or equivalent.	6 months	
Ultrasonographer II		Successful completion of an accredited program in Ultrasound Technology/Sonography with a certificate or associate degree, or equivalent.	Additional 6 months	ARDMS (RDMS)
Ultrasonographer Lead		Successful completion of an accredited program in Ultrasound Technology/Sonography with a certificate or associate degree, or equivalent.	Additional 2 yrs	ARDMS (RDMS)*
Vascular Specialist I	ARDMS (RVT) eligible	Successful completion of an accredited program in Vascular Technology with a certificate or associate degree, or equivalent.	6 months	
Vascular Specialist II		Successful completion of an accredited program in Vascular Technology with a certificate or associate degree, or equivalent.	Additional 6 months	ARDMS (RVT)
Vascular Lead		Successful completion of an accredited program in Vascular Technology with a certificate or associate degree, or equivalent.	Additional 2 yrs	ARDMS (RVT)

Licenses: (At the time of appointment)

HI License - A current State of Hawaii Radiologic Technologist license as a radiographer

HI Nuclear Medicine License - A current license to practice as a certified Nuclear Medicine Technologist in the State of Hawaii.

HI Radiation Therapist License - A current State of Hawaii Radiologic Technologist license as a Radiation Therapist.

Certifications: (At the time of appointment)

ARDMS - American Registry of Diagnostic Medical Sonographers (ARDMS) as a
Registered Diagnostic Cardiac Sonographer (RDCS)
Registered Diagnostic Medical Sonographer (RDMS)
Registered Vascular Technologist (RVT)

ARMRIT - American Registry of Magnetic Resonance Imaging Technologist

ARRT (R) - American Registry of Radiologic Technologist (ARRT) in Radiography.

ARRT (CV) – American Registry of Radiologic Technologist in Cardiovascular-Interventional Radiography

ARRT (CI) – American Registry of Radiologic Technologist in Cardiac-

Interventional Radiography
ARRT (VI) – American Registry of Radiologic Technologist in Vascular-Interventional Radiography (VI)
ARRT (CT) – American Registry of Radiologic Technologist in Computed Tomography
ARRT (M) - American Registry of Radiologic Technologist (ARRT) in Mammography
ARRT (MR) – American Registry of Radiologic Technologist (ARRT) in Magnetic Resonance Imaging
ARRT (N) - American Registry of Radiologic Technologist (ARRT) in Nuclear Medicine Technology (N)
ARRT (S) – American Registry of Radiologic Technologist in Sonography
ARRT (T) - American Registry of Radiologic Technologist (ARRT) in Radiation Therapy
MQSA - Mammography Quality Standards Act of 1992
NMTCB - Nuclear Medicine Technology Certification Board

Specialized Experience: Work experience as a technologist in one of the following modalities; angiography, computed tomography; echo cardiology; mammography, magnetic resonance imaging; nuclear medicine; radiation therapy; ultrasound; or vascular; in a clinical or hospital environment.

Supervisory Aptitude: Applicants for Lead positions must possess supervisory aptitude. Supervisory aptitude is the demonstration of aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involve some supervisory responsibilities or aspects; by serving as a group or team leader, previous work experience in a position that demonstrates or performs supervisory functions or in similar work in which opportunities for demonstrating supervisory capabilities exist; by completion of training courses in supervision accompanied by application of supervisory skills in work assignments; or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

Non-Qualifying Experience:

Experience in diagnostic imaging will not be accepted as qualifying specialized experience.

Substitutions Allowed: *Applicants for lead positions must possess advanced certification requirements in their respective modality.

Imaging Modality	Substitution for Education	Substitution for Specialized Experience	Substitution for Advanced Certification
Angiography	Not applicable	Advanced certification may substitute for required experience for	3 yrs of specialized experience and certification eligible may

		Specialist I.	substitute for advanced certification.
Computed Tomography	Not applicable	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.
Echocardiography	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree and 1 year of echocardiography experience.	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.
Mammography	Not applicable	Not applicable	Not applicable
Magnetic Resonance Imaging (MRI)	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree and 1 year of MRI experience.	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.
Nuclear Medicine	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree and 1 year of Nuclear Medicine experience.	Not applicable	Not applicable
Radiation Therapy	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree and 1 year of Radiation Therapy experience.	Not applicable	Not applicable
Ultrasound	Not applicable	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.
Vascular	Not applicable	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.

Certification Eligible: The applicant has performed the number and types of specialized imaging procedures required by ARRT or ARDMS for advanced certification.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification:

Specialized knowledges, skills and abilities may be required to perform the duties of some positions. In such positions, applicants may be restricted to those who possess the pertinent experience and/or training required to perform the duties of the position.

Departments requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Physical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the Director of Human Resources/Designee.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

This is an amendment to the minimum specifications for the classes IMAGING SPECIALIST I, II, AND LEAD to clarify supervisory aptitude, effective April 16, 2013.

This is an amendment to the minimum specifications for the classes IMAGING SPECIALIST I, II, AND LEAD to add the following Imaging Modality: Vascular effective March 8, 2011.

This is an amendment to the minimum specifications for the classes, RADIOLOGY SPECIALIST I, II AND LEAD, to re-title the class to IMAGING SPECIALIST I ,II, AND LEAD and to update current standard terminology, effective February 20, 2009

This is an amendment to the minimum specifications for the classes, RADIOLOGY SPECIALIST I/II & LEAD, to revise the license and certification requirement, effective June 25, 2008.

This is an amendment to the minimum specifications for the classes, RADIOLOGY SPECIALIST I/II & LEAD, to add ARRT (S) certification, effective August 10, 2007.

This is an amendment to the minimum specifications for the classes, RADIOLOGY SPECIALIST I/II & LEAD, to clarify the substitution of experience for the advanced certification only applies to the Specialist I & II, not the Lead, effective September 14, 2006.

This is the first minimum specifications for the classes, RADIOLOGY SPECIALIST I, II & LEAD.

DATE APPROVED: April 16, 2013

PAUL TSUKIYAMA
Director of Human Resources

Class Specifications
for the

IMAGING MULTIPLE MODALITY SPECIALIST SERIES

Series Definition:

This is a multi-modality series applicable to all classes of positions whose primary duties are to utilize imaging equipment in the performance of two (2) or more specialized diagnostic procedures in accordance with policies and procedures, protocols and quality standards These positions may work on rotating shifts, weekends and holidays, and may require standby and call back duty.

Distinguishing Characteristics

Imaging Multiple Modality Specialists perform imaging procedures in two (2) or more specialized modalities. The specialized modalities are: Angiography, Computed Tomography, Echocardiography, Mammography, Magnetic Resonance Imaging, Nuclear Medicine, Radiation Therapy, Ultrasonography, and Vascular.

Imaging Modalities:

Angiography – Positions in this modality work in the Imaging, Angiography, or Cardiovascular Services Department of a hospital or outpatient surgical services center and is responsible for performing special and/or interventional procedures such as: angiographic procedures involving abdominal, renal, carotid/cerebral arteriogram, and extremity arteriograms, pulmonary, cardiac catheterizations, stent placements, angioplasties, thrombolysis, embolizations, etc., temporary and permanent pacemaker insertions, organ biopsies, venogram, electrophysiology studies, balloon pump insertion, and other interventional procedures for gathering and capturing images for diagnostic information. This position may also perform imaging duties of operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility and lithotripsy procedures using ultrasonic and fluoroscopic equipment.

Computed Tomography (CT) - Positions in this modality work in the Imaging Department of a hospital and is responsible for performing various computed tomography procedures for imaging of human anatomy. This includes transferal and photographing of images, archiving post, processing multiplanar, 3D vascular and/or 3D-bone reconstruction and performing appropriate protocols. This position may also perform imaging duties of operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and

quality standards as established by the department and facility and lithotripsy procedures using ultrasonic and fluoroscopic equipment.

Echocardiography - Positions in this modality work in the Imaging, Echocardiology, or Cardiovascular Services Department of a hospital or outpatient clinic and is responsible for performing a variety of diagnostic procedures including Echocardiogram, Dobutamine, Stress-testing, and trans-esophageal echocardiograms using ultrasonic equipment to obtain diagnostic data for physician review and evaluation.

Mammography – Positions in this modality work in the Imaging Department of a hospital and is responsible to perform mammographic examinations utilizing diagnostic imaging equipment in accordance with policies and procedures, protocols and quality standards as established by the Mammography Quality Standards Act of 1992 (MQSA) and final guidelines revised. This position may also perform imaging duties of operation of ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility and lithotripsy procedures using ultrasonic and fluoroscopic equipment.

Magnetic Resonance Imaging (MRI) – Positions in this modality work in the Imaging Department of a hospital and is responsible to perform clinical diagnostic magnetic resonance imaging and other procedures associated with the production of MRI images utilizing standard or modified imaging techniques in accordance with physician's ordered procedures, protocols and quality standards as established by the department and facility.

Nuclear Medicine – Positions in this modality work in the Imaging Department of a hospital and is responsible for performing the technical nuclear medicine procedures as an adjunct to the diagnosis and/or treatment of patients.

Radiation Therapy – Positions in this modality work in the Oncology Center of a hospital and is responsible for performing a variety of radiation therapy treatments, simulations, treatment planning, and fabrication of specialized treatment aide in accordance with the prescription and instructions of the physician.

Ultrasound – Positions in this modality work in the Imaging Department of a hospital and is responsible to produce two-dimensional ultrasonic recordings of internal organs, using ultrasound equipment, for use by physician in diagnosis of disease and study of malfunction of organs.

Vascular – Positions in this modality work in the Imaging or Cardiovascular Services Department of a hospital or outpatient clinic and is responsible for performing a variety of diagnostic procedures utilizing high frequency ultrasound, Doppler, and/or physiologic pressures to assist physicians in the diagnosis of disorders of the circulatory system.

Vascular exams include, but are not limited to, duplex imaging of peripheral, extra cranial carotid, and intra-abdominal circulation and plethysmographic pressures of peripheral circulation.

IMAGING MULTIPLE MODALITY SPECIALIST I 5.726

Duties Summary:

Independently performs a full range of specialized imaging procedures in a primary specific specialized modality, and receives on-the-job training in a secondary specialized modality performing specialized imaging procedures; and performs other duties as required.

Examples of Duties:

Assessment duties include: confirms patient information and verifies the procedure prescribed; selects equipment for use in specialized imaging procedure setup according to specifications of procedure; determines optimal scanning parameters; explains process to patient and positions patient for procedure; ensures safe environment in accordance with established guidelines; ensures that imaging equipment and other related equipment comply with established guidelines; conducts a variety of specialized imaging procedures under the direction and supervision of a physician and/or higher level imaging specialist; maintains aseptic and isolation techniques; and discusses test results with supervisor or attending physician.

Quality Control duties include: complete procedures as requested in accordance with quality control standards; reports equipment problems and unsafe conditions to the supervisor; restocks and maintains assigned work station/equipment; and assists in identifying operational problems and implementing changes.

Records Documentation duties include: documents diagnostic, treatment, patient data and any exceptions from established criteria or procedures; records diagnostic or treatment data and performs routine archiving status checks and deletes data according to established guidelines; maintains documentation of Quality Assurance (QA) activities, procedures, and results in accordance with established guidelines; and completes daily teleradiology tallies/documentation in accordance with established procedures.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required; maintains competencies within appropriate time frame; and uses the principles of growth and development and pain management to assess patient needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Basic knowledge of imaging equipment and physics of specialized imaging procedures, safety, medical terminology and department protocols. Knowledge of standard precautions, hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Read, write, speak and understand simple sentences in English; follow oral and written instructions precisely; get along well with others; and demonstrate an attitude of respect and professionalism.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

IMAGING MULTIPLE MODALITY SPECIALIST II 5.727

Duties Summary:

Independently performs a full range of specialized imaging procedures in two (2) or more specialized imaging modalities; and performs other duties as required.

Examples of Duties:

Assessment duties include: confirms patient information and verifies the procedure prescribed; selects equipment for use in specialized imaging procedure setup according to specifications of procedure; determines optimal scanning parameters; explains process to patient and positions patient for procedure; ensures safe environment in accordance with established guidelines; ensures that imaging equipment and other related equipment comply with established guidelines; conducts a variety of specialized imaging procedures under the direction and supervision of a physician and/or higher level radiology specialist; maintains aseptic and isolation techniques; and discusses test results with supervisor or attending physician.

Quality Control duties include: complete procedures as requested in accordance with quality control standards; reports equipment problems and unsafe conditions to the supervisor; restocks and maintains assigned work station/equipment; and assists in identifying operational problems and implementing changes.

Records Documentation duties include: documents diagnostic, treatment, patient data and any exceptions from established criteria or procedures; records diagnostic or treatment data and performs routine archiving status checks and deletes data according to established guidelines; maintains documentation of Quality Assurance (QA) activities, procedures, and results in accordance with established guidelines; and completes daily teleradiology tallies/documentation in accordance with established procedures.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required; maintains competencies within appropriate time frame; and uses the principles of growth and development and pain management to assess patient needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Thorough knowledge of imaging equipment and physics of specialized imaging procedures, safety, medical terminology and department protocols. Thorough knowledge of standard precautions, hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Perform a full range of specialized imaging procedures in a specific specialty independently and provide instruction regarding specialized imaging procedures and radiation safety to Level I employees and other health care providers.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

This is an amendment to the class specification for the classes IMAGING MULTIPLE MODALITY SPECIALIST I & II, to add Vascular as an imaging modality, effective March 18, 2011.

This is an amendment to the class specifications for the classes, RADIOLOGY MULTIPLE MODALITYSPECIALIST I & II, to re-title the class to IMAGING MULTIPLE MODALITY SPECIALIST I & II, and to update current standard terminology, effective February 20, 2009

This is the first class specifications for the classes, RADIOLOGY MULTIPLE MODALITYSPECIALIST I & II.

DATE APPROVED: March 18, 2011

PAUL TSUKIYAMA
VP/Director of Human Resources

PART II HAWAII HEALTH SYSTEMS CORPORATION 5.726
STATE OF HAWAII 5.727

Minimum Qualification Specifications
for the Classes:

IMAGING MULTIPLE MODALITY SPECIALIST I
IMAGING MULTIPLE MODALITY SPECIALIST II

	MINIMUM QUALIFICAITONS			
Imaging Modality	Minimum Certification/ License	Education	Specialized Experience	Advanced Certification
Angiography Specialist I	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	6 months	
Angiography Specialist II	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	1 year	ARRT(CV, CI, or VI)
Computed Tomography Specialist I	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	6 months	
Computed Tomography Specialist II	ARRT(R) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	1 year	ARRT(CT)
Echocardiography Specialist I	ARDMS (RDCS) eligible	Successful completion of an accredited program in echocardiography or equivalent.	6 months	
Echocardiography Specialist II		Successful completion of an accredited program in echocardiography or equivalent.	1 year	ARDMS (RDCS)
Mammography Specialist I	ARRT(R) & ARRT(M) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	6 months	
Mammography Specialist II	ARRT(R) & ARRT(M) HI License	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.	1 year	
Magnetic Resonance Imaging Specialist I		Successful completion of an accredited program in Magnetic Resonance Imaging or equivalent.	6 months	
Magnetic Resonance Imaging Specialist II		Successful completion of an accredited program in Magnetic Resonance Imaging or equivalent.	1 year	ARRT(MR) or ARMRIT

	MINIMUM QUALIFICAITONS			
Imaging Modality	Minimum Certification/ License	Education	Specialized Experience	Advanced Certification
Nuclear Medicine Specialist I	ARRT(N) or NMTCB HI Nuclear Medicine License	Successful completion of an accredited program in Nuclear Medicine Technology with a certification or associate degree, or equivalent.	6 months	
Nuclear Medicine Specialist II	ARRT(N) or NMTCB HI Nuclear Medicine License	Successful completion of an accredited program in Nuclear Medicine Technology with a certification or associate degree, or equivalent.	1 year	
Radiation Therapy Specialist I	ARRT(T) HI Radiation Therapist License	Successful completion of an accredited program in Radiation Therapy with an associate degree, or equivalent.	6 months	
Radiation Therapy Specialist II	ARRT(T) HI Radiation Therapist License	Successful completion of an accredited program in Radiation Therapy with an associate degree, or equivalent.	1 year	
Ultrasonographer I	ARDMS eligible	Successful completion of an accredited program in Ultrasound Technology/Sonography with a certificate or associate degree, or equivalent.	6 months	
Ultrasonographer II		Successful completion of an accredited program in Ultrasound Technology/Sonography with a certificate or associate degree, or equivalent.	1 year	ARDMS (RDMS)
Vascular Specialist I	ARDMS (RVT) eligible	Successful completion of an accredited program in Vascular Technology with a certificate or associate degree, or equivalent.	6 months	
Vascular Specialist II		Successful completion of an accredited program in Vascular Technology with a certificate or associate degree, or equivalent.	1 year	ARDMS (RVT)

Licenses:

HI License - A current State of Hawaii Radiologic Technologist license as a radiographer

HI Nuclear Medicine License - A current license to practice as a certified Nuclear Medicine Technologist in the State of Hawaii.

HI Radiation Therapist License - A current State of Hawaii Radiologic Technologist license as a Radiation Therapist.

Certifications (Primary duties):

ARDMS - American Registry of Diagnostic Medical Sonographers (ARDMS) as a
Registered Diagnostic Cardiac Sonographer (RDCS)
Registered Diagnostic Medical Sonographer (RDMS)
Registered Vascular Technologist (RVT)
ARMRIT – American Registry of Magnetic Resonance Imaging Technologist
ARRT (R) - American Registry of Radiologic Technlogist (ARRT) in Radiography.

ARRT (CV) – American Registry of Radiologic Technologist in Cardiovascular-Interventional Radiography
ARRT (CI) – American Registry of Radiologic Technologist in Cardiac-Interventional Radiography
ARRT (VI) – American Registry of Radiologic Technologist in Vascular-Interventional Radiography (VI)
ARRT (CT) – American Registry of Radiologic Technologist in Computed Tomography
ARRT (M) - American Registry of Radiologic Technologist (ARRT) in Mammography
ARRT (MR) – American Registry of Radiologic Technologist (ARRT) in Magnetic Resonance Imaging
ARRT (N) - American Registry of Radiologic Technologist (ARRT) in Nuclear Medicine Technology (N)
ARRT (T) - American Registry of Radiologic Technologist (ARRT) in Radiation Therapy
MQSA - Mammography Quality Standards Act of 1992
NMTCB - Nuclear Medicine Technology Certification Board

Advanced Certification: For Imaging Multi Modality Specialist II, the advanced certification is required for the primary specialty only.

Non-Qualifying Experience:

Experience in diagnostic imaging will not be accepted as qualifying specialized experience.

Substitutions Allowed:

Imaging Modality	Substitution for Education	Substitution for Specialized Experience	Substitution for Advanced Certification
Angiography	Not applicable	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.

Imaging Modality	Substitution for Education	Substitution for Specialized Experience	Substitution for Advanced Certification
Computed Tomography	Not applicable	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.
Echocardiography	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree and 1 year of echocardiography experience.	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.
Mammography	Not applicable	Not applicable	Not applicable
Magnetic Resonance Imaging (MRI)	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree and 1 year of MRI experience.	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.
Nuclear Medicine	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree and 1 year of Nuclear Medicine experience.	Not applicable	Not applicable
Radiation Therapy	Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree and 1 year of Radiation Therapy experience.	Not applicable	Not applicable
Ultrasound	Not applicable	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.
Vascular	Not applicable	Advanced certification may substitute for required experience for Specialist I.	3 yrs of specialized experience and certification eligible may substitute for advanced certification.

Certification Eligible: The applicant has performed the number and types of specialized imaging procedures required by ARRT or ARDMS for advanced certification.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification:

Specialized knowledges, skills and abilities may be required to perform the duties of some positions. In such positions, applicants may be restricted to those who possess the pertinent experience and/or training required to perform the duties of the position.

Departments requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Physical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the VP/Director of Human Resources.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

This is an amendment to the minimum specifications for the classes IMAGING MULTIPLE MODALITY SPECIALIST I & II, to add Vascular as an imaging modality, effective March 18, 2011.

This is an amendment to the minimum specifications for the classes, RADIOLOGY MULTIPLE MODALITY SPECIALIST I & II, to re-title the class to IMAGING MULTIPLE MODALITY SPECIALIST I & II, and to update current standard terminology, effective February 20, 2009.

This is the first minimum specifications for the classes, RADIOLOGY MULTIPLE MODALITY SPECIALIST I & II.

DATE APPROVED: March 18, 2011

PAUL TSUKIYAMA
VP/Director of Human Resources

Class Specifications
for the

IMAGING SUPERVISOR

Series Definition:

This is a multi-series definition applicable to all classes of positions the primary duties of which supervises an Imaging Department which utilizes imaging equipment to perform specialized diagnostic procedures in accordance with policies and procedures, protocols and quality standards These positions may work on rotating shifts, with work on weekends and holidays and may require standby and call back duty.

Distinguishing Characteristics

Imaging Supervisors oversee and manage a staff of imaging technologist who perform imaging procedures in diagnostic imaging and specialized areas such as Angiography, Computed Tomography, Echocardiography, Mammography, Magnetic Resonance Imaging, Nuclear Medicine, Radiation Therapy, and Ultrasonography.

Use of Specialty Titles:

The following specialty titles are established:

Diagnostic Imaging Supervisor - This position is responsible for managing the daily operations of the Imaging Department that may include diagnostic imaging, fluoroscopy, mammography, ultrasound, computed tomography, nuclear medicine, angiography and teleradiography.

Special Procedures Supervisor - This position is responsible for managing the daily operations of the Special Procedures Section of the Imaging Department that may include angiography, computed tomography, ultrasound, nuclear medicine, mammography, echocardiology and/or magnetic resonance imaging services.

Cardiovascular Supervisor - This position is responsible for managing the daily operations of the Cardiovascular Section that may include angiography and echocardiology.

IMAGING SUPERVISOR 5.728

Duties Summary:

This position is responsible for managing the daily operations of the Imaging Department that may include diagnostic imaging, fluoroscopy, mammography, ultrasound, computed tomography, nuclear medicine, angiography and teleradiography angiography, ultrasound, mammography, echocardiology and/or magnetic resonance imaging services and also performs radiographic examinations and other duties as required.

The position may work on rotating shifts with work on weekends and holidays and may require standby and call back duty.

Examples of Duties:

Work Unit Management & Administrative Activities include: Plans, organizes, and directs the daily operations of the Imaging Department, ensure adequate staffing levels; recommends changes in Imaging polices to carry out objectives of the department more effectively; ensures compliance with all policies, procedures, regulations, and standards that apply to the functioning of the Imaging Department; prepares the department budget and controls the expenditures of the section by analyzing costs, obtaining competitive bids in accordance with State and Corporate policies and guidelines; assists in the Quality Improvement Program for the Imaging Department and directs change in the Department's operating procedures as necessary; recommends improvements of the physical structure and equipment in the section; assists in the safety program of the department and ensures compliance for safe equipment, operation and working environment.

Supervisory Activities include: Supervises a staff of Imaging Technologists/Specialists; orients new employees in the department specific policies and procedures; provides on-the-job training and coordinates with others to provide continuing education classes; establishes work performance standards for various positions in the department; reviews, investigates and assists in resolving personnel problems; and prepares the work schedules and assignments for staff.

Technical Activities include: Operates various imaging/fluoroscopic equipment and any other equipment as needed and with appropriate licensure; prepares and assists physicians with special procedures as needed for staff support and only if incumbent has the appropriate licensure/certification; demonstrates competency in imaging procedures and special procedures as necessary.

Cross trains and performs duties and responsibilities which are within the scope of practice allowed by their license, in other imaging modalities, as required or requested, for which the employee is competent and qualified, maintains competencies through continuing education and credentialing, inservices and/or unit/hospital competencies within appropriate time frame; and uses the principles of growth and development and pain management to assess each patient's specific needs and provide specific treatment and care.

Knowledge and Abilities Required:

Knowledge of: Knowledge of the principles and practices of supervision and policies, procedures and business practices in a hospital environment; imaging regulations and standards; quality improvement processes; data collection and statistical analysis and good customer service principles.

Basic knowledge of Cross Sectional Anatomy required.

Ability to: Ability to supervise several imaging technologists/specialists and perform various administrative housekeeping duties.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgement and initiative. Ability to promote a positive, collaborative practice atmosphere.

This is an amendment to the class specifications for the classes, RADIOLOGY SUPERVISOR, to re-title the class to IMAGING SUPERVISOR and to update current standard terminology, effective February 20, 2009

This is the first class specifications for the class, RADIOLOGY SUPERVISOR.

DATE APPROVED: February 20, 2009

JANICE YEE
VP/Director of Human Resources

Minimum Qualification Specifications
for the Classes:

IMAGING SUPERVISOR

Education: Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree, or equivalent.

License: A current State of Hawaii Radiologic Technologist license as a radiographer and/or nuclear medicine technologist at the time of appointment.

Certification: A current American Registry of Radiologic Technologist (ARRT) in one or more modalities, at the time of appointment:

ARDMS - American Registry of Diagnostic Medical Sonographers (ARDMS) as a Registered Diagnostic Cardiac Sonographer (RDCS)
Registered Dianostic medical Sonographer (RDMS)
ARMRIT – American Registry of Magnetic Resonance Imaging Technologist
ARRT (R) - American Registry of Radiologic Technologist in Radiography
ARRT (CV) – American Registry of Radiologic Technologist in Cardiovascular-Interventional Radiography
ARRT (CI) – American Registry of Radiologic Technologist in Cardiac-Interventional Radiography
ARRT (VI) – American Registry of Radiologic Technologist in Vascular-Interventional Radiography (VI)
ARRT (CT) – American Registry of Radiologic Technologist in Computed Tomography
ARRT (M) - American Registry of Radiologic Technologist (ARRT) in Mammography
ARRT (MR) – American Registry of Radiologic Technologist (ARRT) in Magnetic Resonance Imaging
ARRT (N) - American Registry of Radiologic Technologist (ARRT) in Nuclear Medicine Technology (N)
ARRT (S) – American Registry of Radiologic Technologist in Sonography
ARRT (T) - American Registry of Radiologic Technologist (ARRT) in Radiation Therapy
MQSA – Mammography Quality Standards Act of 1992
NMTCB - Nuclear Medicine Technology Certification Board

Specialized Experience: Three (3) years of progressively responsible administrative work experience in Diagnostic Imaging Services, Special Procedures Services and/or Cardiovascular Services in a clinical or hospital environment.

Supervisory Experience: One (1) year of work experience which demonstrated the applicant's knowledge of and ability to apply the principles, practices, techniques and methods of supervision including 1) planning, organizing and directing the work of others; 2) assigning and reviewing work; 3) advising others on difficult work problems; 4) timing and scheduling work; 5) training and developing new employees.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification:

Specialized knowledges, skills and abilities may be required to perform the duties of some positions. In such positions, applicants may be restricted to those who possess the pertinent experience and/or training required to perform the duties of the position.

Departments requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Physical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the VP/Director of Human Resources.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

This is an amendment to the class specifications for the classes, RADIOLOGY SUPERVISOR, to re-title the class to IMAGING SUPERVISOR and to update current standard terminology and supervisory experience requirement, effective February 20, 2009.

This is an amendment to the minimum specifications for the class, RADIOLOGY SUPERVISOR, to revise the license and certification requirement, effective June 25, 2008.

This is an amendment to the minimum specifications for the class, RADIOLOGY SUPERVISOR, to add ARRT (S) certification, effective August 10, 2007.

This is the first minimum specifications for the class, RADIOLOGY SUPERVISOR.

DATE APPROVED: February 20, 2009

JANICE YEE
VP/Director of Human Resources

Class Specifications
for the Class:

CLINICAL INFORMATICS IMAGING SPECIALIST I & II
SR-20, SR-21, BU:03

Series Definition:

This class reflects responsibility for effectively manages the day to day operations of the Radiology Information Systems and the Picture Archiving and Communications Systems (RIS/PACS). The PACS system is utilized for storing and communicating digital images throughout the organization and to third-party entities that provide patient treatment, payment services or healthcare services.

CLINICAL INFORMATICS IMAGING SPECIALIST I 5.730

Duties Summary:

The position receives training and assists in the function and maintenance of the RIS/PACS system, provide support to users and works with system vendors regarding technical and application level problems. In addition, this position may perform general technologist duties on ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility. Responsible for the day-to-day operations of RIS and PACS including daily system monitoring; assists in quality control and performance monitoring; training for new and ongoing users; and other duties as assigned.

Distinguishing Characteristics:

This class reflects responsibility for supporting the clinical aspects of RIS/PACS, while the IT class supports the technical aspects of RIS/PACS. Knowledge of imaging operations as well as relationships with the Radiologists and understanding of patient needs is required to enhance the daily workflow of operations.

Examples of Duties:

Oversees the daily technical activities of the RIS/PACS system; implements Quality Control program of the RIS/PACS system; provides analysis and programming through use of system utilities to meet the specific needs of Imaging; plans and organizes tasks associated with the management of the RIS/PACS systems; performs regular systems tests and participate in clinical audit and trials; maintains departmental policies and procedures associated with RIS/PACS; assists in developing department budgets; monitors and corrects studies, demographics, patient information, study re-allocation, image re-allocation, merging studies and creating new patients; notifies appropriate service and facility personnel to correct studies; assures system monitoring and effective backup procedures are followed; assist in coordination and development of disaster recovery; develops and maintains materials and records for user training; trains staff in the use of the RIS/PACS and associated technology, provides annual training and competencies to staff; acts as the primary point of contact for any queries regarding the operation of RIS/PACS and related policies; and provides reports as requested.

Operates imaging equipment, fluoroscopy, or other similar types of equipment using standard or modified imaging techniques in accordance with the hospital and/or department policy and procedures, protocols and quality standards; sets up, fixes and adjusts immobilization devices as necessary; prepares various contrast materials, to render organs more opaque; assists patients to in removing all radiopaque articles of clothing or jewelry; measures thickness of area to be radiographed using calipers, and sets kilovolts, milliamperes, and exposure time; performs special imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., consults with physicians on special cases to perform special imaging examinations; prepares equipment, supplies and work area; maintains and cleans imaging equipment surfaces and all other equipment; reports any malfunction of equipment and unsafe conditions; monitors and ensures prompt transfer of all images to film or other media; and maintains an adequate inventory of supplies.

Knowledge and Abilities Required:

Knowledge of: Knowledge of imaging operations and functions; Radiology Information System (RIS) and Picture Archiving and Communication System (PACS), and understanding of the Health Level 7 (HL7) and Digital Imaging and Communications in Medicine (DICOM) standards. Knowledge of imaging equipment and physics of specialized radiologic procedures, safety, medical terminology and department protocols; hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards. Knowledge of quality improvement processes, data collection and statistical analysis.

Ability to: Coordinate, implement and evaluate operations and activities; interpret regulatory requirements for RIS/PACS; resolve problems; manage own work and meet deadlines; effective communication skills. Work effectively with a variety of personnel in a team environment, conducting training, and prepare clear and concise reports.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgment and initiative. Ability to promote a positive, collaborative practice atmosphere.

CLINICAL INFORMATICS IMAGING SPECIALIST II 5.731

Duties Summary:

The position is responsible for the function and maintenance of the PACS system, is the primary point of contact for any and all queries, provide support to all users and works with system vendors regarding technical and application level problems. In addition, this position may perform general technologist duties on ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility. Responsible for the day-to-day operations of RIS and PACS including daily system monitoring; assists in quality control and performance monitoring; training for new and ongoing users; and other duties as assigned.

Distinguishing Characteristics:

This class reflects responsibility for supporting the clinical aspects of RIS/PACS, while the IT class supports the technical aspects of RIS/PACS. Knowledge of imaging operations as well as relationships with the Radiologists and understanding of patient needs is required to enhance the daily workflow of operations.

Examples of Duties:

Oversees the daily technical activities of the RIS/PACS system; implements Quality Control program of the RIS/PACS system; provides analysis and programming through use of system utilities to meet the specific needs of Imaging; plans and organizes tasks associated with the management of the RIS/PACS systems; performs regular systems tests and participate in clinical audit and trials; maintains departmental policies and procedures associated with RIS/PACS; assists in developing department budgets; monitors and corrects studies, demographics, patient information, study re-allocation, image re-allocation, merging studies and creating new patients; notifies appropriate service and facility personnel to correct studies; assures system monitoring and

effective backup procedures are followed; assist in coordination and development of disaster recovery; develops and maintains materials and records for user training; trains staff in the use of the RIS/PACS and associated technology, provides annual training and competencies to staff; acts as the primary point of contact for any queries regarding the operation of RIS/PACS and related policies; and provides reports as requested.

Operates imaging equipment, fluoroscopy, or other similar types of equipment using standard or modified imaging techniques in accordance with the hospital and/or department policy and procedures, protocols and quality standards; sets up, fixes and adjusts immobilization devices as necessary; prepares various contrast materials, to render organs more opaque; assists patients to in removing all radiopaque articles of clothing or jewelry; measures thickness of area to be radiographed using calipers, and sets kilovolts, milliamperes, and exposure time; performs special imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., consults with physicians on special cases to perform special imaging examinations; prepares equipment, supplies and work area; maintains and cleans imaging equipment surfaces and all other equipment; reports any malfunction of equipment and unsafe conditions; monitors and ensures prompt transfer of all images to film or other media; and maintains an adequate inventory of supplies.

Knowledge and Abilities Required:

Knowledge of: Thorough knowledge of imaging operations and functions; Radiology Information System (RIS) and Picture Archiving and Communication System (PACS), and understanding of the Health Level 7 (HL7) and Digital Imaging and Communications in Medicine (DICOM) standards. Knowledge of imaging equipment and physics of specialized radiologic procedures, safety, medical terminology and department protocols; hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards. Knowledge of quality improvement processes, data collection and statistical analysis.

Ability to: Coordinate, implement and evaluate operations and activities; interpret regulatory requirements for RIS/PACS; resolve problems; manage own work and meet deadlines; effective communication skills. Work effectively with a variety of personnel in a team environment, conducting training, and prepare clear and concise reports.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgment and initiative. Ability to promote a positive, collaborative practice atmosphere.

This is the first class specifications for the class, CLINICAL INFORMATICS IMAGING SPECIALIST I & II.

DATE APPROVED: April 30, 2009

JANICE YEE
VP/Director of Human Resources

Filename:	CLINICAL INFORMATICS IMAGING SPCLT I-II PART I
Directory:	C:\Users\jlauti\Documents
Template:	C:\Users\jlauti\AppData\Roaming\Microsoft\Templates\Normal.dotm
Title:	PART I
Subject:	
Author:	CMishima
Keywords:	
Comments:	
Creation Date:	4/23/2009 8:12:00 AM
Change Number:	3
Last Saved On:	4/28/2009 9:29:00 AM
Last Saved By:	cmishima
Total Editing Time:	2 Minutes
Last Printed On:	3/12/2014 1:25:00 PM
As of Last Complete Printing	
Number of Pages:	5
Number of Words:	1,540 (approx.)
Number of Characters:	8,779 (approx.)

PART I HAWAII HEALTH SYSTEMS CORPORATION 5.730
STATE OF HAWAII 5.731

Class Specifications
for the Class:

CLINICAL INFORMATICS IMAGING SPECIALIST I & II
SR-20, SR-21, BU:03

Series Definition:

This class reflects responsibility for effectively manages the day to day operations of the Radiology Information Systems and the Picture Archiving and Communications Systems (RIS/PACS). The PACS system is utilized for storing and communicating digital images throughout the organization and to third-party entities that provide patient treatment, payment services or healthcare services.

CLINICAL INFORMATICS IMAGING SPECIALIST I 5.730

Duties Summary:

The position receives training and assists in the function and maintenance of the RIS/PACS system, provide support to users and works with system vendors regarding technical and application level problems. In addition, this position may perform general technologist duties on ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility. Responsible for the day-to-day operations of RIS and PACS including daily system monitoring; assists in quality control and performance monitoring; training for new and ongoing users; and other duties as assigned.

Distinguishing Characteristics:

This class reflects responsibility for supporting the clinical aspects of RIS/PACS, while the IT class supports the technical aspects of RIS/PACS. Knowledge of imaging operations as well as relationships with the Radiologists and understanding of patient needs is required to enhance the daily workflow of operations.

Examples of Duties:

Oversees the daily technical activities of the RIS/PACS system; implements Quality Control program of the RIS/PACS system; provides analysis and programming through use of system utilities to meet the specific needs of Imaging; plans and organizes tasks associated with the management of the RIS/PACS systems; performs regular systems tests and participate in clinical audit and trials; maintains departmental policies and procedures associated with RIS/PACS; assists in developing department budgets; monitors and corrects studies, demographics, patient information, study re-allocation, image re-allocation, merging studies and creating new patients; notifies appropriate service and facility personnel to correct studies; assures system monitoring and effective backup procedures are followed; assist in coordination and development of disaster recovery; develops and maintains materials and records for user training; trains staff in the use of the RIS/PACS and associated technology, provides annual training and competencies to staff; acts as the primary point of contact for any queries regarding the operation of RIS/PACS and related policies; and provides reports as requested.

Operates imaging equipment, fluoroscopy, or other similar types of equipment using standard or modified imaging techniques in accordance with the hospital and/or department policy and procedures, protocols and quality standards; sets up, fixes and adjusts immobilization devices as necessary; prepares various contrast materials, to render organs more opaque; assists patients to in removing all radiopaque articles of clothing or jewelry; measures thickness of area to be radiographed using calipers, and sets kilovolts, milliamperes, and exposure time; performs special imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., consults with physicians on special cases to perform special imaging examinations; prepares equipment, supplies and work area; maintains and cleans imaging equipment surfaces and all other equipment; reports any malfunction of equipment and unsafe conditions; monitors and ensures prompt transfer of all images to film or other media; and maintains an adequate inventory of supplies.

Knowledge and Abilities Required:

Knowledge of: Knowledge of imaging operations and functions; Radiology Information System (RIS) and Picture Archiving and Communication System (PACS), and understanding of the Health Level 7 (HL7) and Digital Imaging and Communications in Medicine (DICOM) standards. Knowledge of imaging equipment and physics of specialized radiologic procedures, safety, medical terminology and department protocols; hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards. Knowledge of quality improvement processes, data collection and statistical analysis.

Ability to: Coordinate, implement and evaluate operations and activities; interpret regulatory requirements for RIS/PACS; resolve problems; manage own work and meet deadlines; effective communication skills. Work effectively with a variety of personnel in a team environment, conducting training, and prepare clear and concise reports.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgment and initiative. Ability to promote a positive, collaborative practice atmosphere.

CLINICAL INFORMATICS IMAGING SPECIALIST II 5.731

Duties Summary:

The position is responsible for the function and maintenance of the PACS system, is the primary point of contact for any and all queries, provide support to all users and works with system vendors regarding technical and application level problems. In addition, this position may perform general technologist duties on ionizing radiation producing equipment for diagnostic imaging purposes in accordance with physician's order's, protocols and quality standards as established by the department and facility. Responsible for the day-to-day operations of RIS and PACS including daily system monitoring; assists in quality control and performance monitoring; training for new and ongoing users; and other duties as assigned.

Distinguishing Characteristics:

This class reflects responsibility for supporting the clinical aspects of RIS/PACS, while the IT class supports the technical aspects of RIS/PACS. Knowledge of imaging operations as well as relationships with the Radiologists and understanding of patient needs is required to enhance the daily workflow of operations.

Examples of Duties:

Oversees the daily technical activities of the RIS/PACS system; implements Quality Control program of the RIS/PACS system; provides analysis and programming through use of system utilities to meet the specific needs of Imaging; plans and organizes tasks associated with the management of the RIS/PACS systems; performs regular systems tests and participate in clinical audit and trials; maintains departmental policies and procedures associated with RIS/PACS; assists in developing department budgets; monitors and corrects studies, demographics, patient information, study re-allocation, image re-allocation, merging studies and creating new patients; notifies appropriate service and facility personnel to correct studies; assures system monitoring and

effective backup procedures are followed; assist in coordination and development of disaster recovery; develops and maintains materials and records for user training; trains staff in the use of the RIS/PACS and associated technology, provides annual training and competencies to staff; acts as the primary point of contact for any queries regarding the operation of RIS/PACS and related policies; and provides reports as requested.

Operates imaging equipment, fluoroscopy, or other similar types of equipment using standard or modified imaging techniques in accordance with the hospital and/or department policy and procedures, protocols and quality standards; sets up, fixes and adjusts immobilization devices as necessary; prepares various contrast materials, to render organs more opaque; assists patients to in removing all radiopaque articles of clothing or jewelry; measures thickness of area to be radiographed using calipers, and sets kilovolts, milliamperes, and exposure time; performs special imaging procedures and/or techniques such as myelograms, discograms, arthrograms, etc., consults with physicians on special cases to perform special imaging examinations; prepares equipment, supplies and work area; maintains and cleans imaging equipment surfaces and all other equipment; reports any malfunction of equipment and unsafe conditions; monitors and ensures prompt transfer of all images to film or other media; and maintains an adequate inventory of supplies.

Knowledge and Abilities Required:

Knowledge of: Thorough knowledge of imaging operations and functions; Radiology Information System (RIS) and Picture Archiving and Communication System (PACS), and understanding of the Health Level 7 (HL7) and Digital Imaging and Communications in Medicine (DICOM) standards. Knowledge of imaging equipment and physics of specialized radiologic procedures, safety, medical terminology and department protocols; hospital policies and procedure, rules and regulations, government regulatory requirements and accrediting standards. Knowledge of quality improvement processes, data collection and statistical analysis.

Ability to: Coordinate, implement and evaluate operations and activities; interpret regulatory requirements for RIS/PACS; resolve problems; manage own work and meet deadlines; effective communication skills. Work effectively with a variety of personnel in a team environment, conducting training, and prepare clear and concise reports.

Code of Ethics: ability to meet the specific needs of patients with a variety of disabilities; retain emotional stability and maturity despite emotional and physical pressures; demonstrated ability to use independent judgment and initiative. Ability to promote a positive, collaborative practice atmosphere.

This is the first class specifications for the class, CLINICAL INFORMATICS IMAGING SPECIALIST I & II.

DATE APPROVED: April 30, 2009

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