ASSISTANT CHIEF FOR NUCLEAR MEDICINE

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class is responsible for supervising the Nuclear Medicine section of the Radiology Division and participating in technical work involving the application of radionuclides to various designated portions of the body to assist physicians in the detection, diagnosis and treatment of diseases and abnormalities. Work involves the proper positioning of patients, the maintenance and adjustment of nuclear equipment, and the maintenance of radiographic files for a prescribed period. This is the supervisory level of the series, with supervisory responsibility over experienced staff in Nuclear Medicine, as well as support staff. This level also in keeps abreast of developments of the various types of highly sophisticated equipment involved. Supervision is exercised over a number of Technologists, non-professional and clerical support staff. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises, trains and provides technical consultation in the application of radio nuclides using specialized equipment and procedures;

Directs technicians in the use of nuclear equipment to conduct appropriate examinations as prescribed by the attending physician;

Reviews and directs the handling of emergency situations;

Reviews the PACS processing of nuclear studies;

Insures the adequate and timely preparation and maintenance of records and files of procedures;

Insures adequate staffing of the unit, arranging work and vacation schedules;

Troubleshoots equipment failure, and arranges to make needed repairs where possible;

Insures equipment is functioning properly on a continuous basis;

Requisitions supplies, as needed;

Consults with referring physicians as required;

Provides training, technical direction and consultation to lower level technicians and nurses in nuclear procedures and processes;

Establishes and maintains effective relationships with medical and nursing staff to insure adequate and timely servicing of patients;

Keeps abreast of new developments in the field and adopts these techniques for procedures;

Participates in continuing education programs in Nuclear Medicine Technology;

EXAMPLES OF WORK: (Cont'd)

Promotes the mission of the hospital including the CSI initiative;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

Accesses protected health information (PHI) in accordance with departmental assignments and guidelines defining levels of access (i.e. incidental vs. extensive);

May perform other incidental tasks, as required.

REQUIRED KNOWLEDGES, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the modern procedures used in the performance of nuclear medicine examinations for diagnostic purposes; good knowledge of the operation of all types of nuclear equipment; good knowledge of human anatomy; good knowledge of the required safety precautions in the operation and use of nuclear equipment; skill in the operation and minor repair of complex nuclear equipment; ability to understand and carry out complex oral and written directions; ability to supervise the work of others; ability to work effectively with patients; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; thoroughness; reliability; good judgment; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Must possess certification and maintain current registration, with either the American Registry of Radiologic Technologists (ARRT) or the Nuclear Medicine Technology Certification Board, in the field of Nuclear Medicine Technology; and have four years experience in a hospital X-Ray Department or private radiological laboratory where the primary function of the position was performing diagnostic work using radionuclides.

NOTE: Only experience gained after certification and registration will be considered in evaluating experience.