

ASSISTANT CHIEF OF X-RAY (SPECIAL PROCEDURES)

DISTINGUISHING FEATURES OF THE CLASS: Under the supervision of a Radiologist, the incumbent of this class is responsible for supervising and participating in a variety of technical procedures applying radiation or other forms of energy to the designated portion of patients' bodies as prescribed by an attending physician, using special procedures such as the CAT scan, neurographic and angiographic studies. This involves the scheduling of staff to provide adequate coverage, insuring work standards and progress, and insuring that all of the equipment used is in a safe and operable condition. Supervision is exercised over a number of Special Procedures Technologists, lower level technicians, couriers and other support staff assigned to the section. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises and participates in all of the technical functions involved in performing special radiological procedures, such as CAT scan, neurographic and angiographic studies as part of diagnostic medical techniques;

Provides training and technical direction to the technologists in the procedures and techniques used in these special procedures;

Selects and sets up appropriate equipment to be used;

Troubleshoots equipment failure and difficulties, and either makes appropriate repairs or adjustments, or makes necessary arrangements to have it repaired;

Supervises the maintenance and cleaning of equipment, and insures its continuous proper functioning so as not to cause any major disruptions in services;

Reviews scans and selects those for recording on polaroid film to be used by the physician for interpretation;

Maintains adequate supplies;

Coordinates the functions of the unit with those of other hospital divisions, nursing and medical staff to insure adequate and timely services;

Supervises the maintenance of a filing and storage system of permanent scans and records;

Keeps abreast of advancements in the various types of special procedures and techniques.

REQUIRED KNOWLEDGES, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the techniques used in the various types of radiological special procedures; thorough knowledge of the operation of the CAT scan, angiograph, neurograph and other equipment used for special procedures and studies; thorough knowledge of all modern procedures and techniques involved in the taking of X-ray films for diagnostic purposes; good knowledge of the human anatomy; good knowledge of specific safety precautions which must be observed in the operation and use of radiological equipment; knowledge of the techniques and methods of effective supervision; skill in ability to train and supervise the work of others; ability to establish effective working relationships with medical and nursing staff; initiative; tact; sound judgment; physical condition commensurate with the requirements of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Must possess a valid license and current registration, issued by the New York State Health Department, as a Radiologic Technologist in the field of Diagnostic Radiography; and four years experience as a Special Procedures Technologist in a hospital radiology department or in a private radiological laboratory.

SPECIAL REQUIREMENT: Must possess certification and maintain current registration with the American Registry of Radiologic Technologists (ARRT) in the field of Radiography.