

## DIRECTOR OF DIVISION (RADIOLOGY)

GENERAL STATEMENT OF DUTIES: Administers a hospital radiological program; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under the general supervision of the Director - Grasslands Hospital and the Assistant Director, Medical, administers the x-ray department which provides radiological service to all medical departments of the hospital. This service includes interpreting x-ray films, diagnosing the condition and progress of patients, and prescribing and administering x-ray and radium therapy. The Radiologist provides instruction at both the technical and professional levels in the field of radiology and is responsible for the technical and mechanical operation of the department's x-ray equipment. Supervision is exercised over a number of technical and clerical employees, a number of student technicians and a small number of resident physicians as assigned.

### EXAMPLES OF WORK: (Illustrative Only)

Administers the hospital radiological services and supervises the staff associated therewith;

Consults with surgeons and clinicians on the diagnosis and treatment of individual cases;

Prescribes x-ray and radium treatment for patients and supervises or administers its application;

Makes fluoroscopic examinations to diagnose the condition of patients;

Prepares and gives formal lectures and gives informal instruction to interns and resident physicians on the therapy and practice of radiology;

Gives criticism and guidance to technicians in x-ray procedures and techniques;

Holds weekly instruction classes to instruct student technicians in techniques and procedures of x-ray diagnosis and therapy;

Reviews autopsy reports on patients previously x-rayed to correlate the pathological findings with the x-ray films on file;

Examines x-ray film to determine the course and progress of disease and dictates reports of findings;

Makes physician examinations and takes essential history of patients if this information is not available;

Gives occasional lectures to dietitians regarding the preparation and administration of specially prepared meals for special cases brought to x-ray;

Gives periodic lectures to student nurses regarding methods of treating patients before and after x-ray diagnosis and therapy;

EXAMPLES OF WORK (continued):

Supervises or makes minor repairs to equipment;

Has responsibility for the maintenance and issuance of all radium kept in the hospital;

Prepares annual budget and makes annual report for the department;

Supervises x-ray work in the dental department.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the field of radiology; thorough knowledge of radiological technique and therapy; good knowledge of the general field of medicine; good knowledge of the operation and maintenance of x-ray equipment; ability to interpret x-ray films; ability to administer x-ray and radium therapy; ability to instruct subordinates in x-ray procedure and techniques; ability to plan and direct the work of subordinates; ability to make minor repairs to equipment; ability to make complex written and oral reports; ability to work creatively without supervision; good judgment; good physical condition.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from a recognized Medical School with an M.D. degree\* and completion of an approved internship, a three year approved residency in radiology; and three years experience in the field of radiology in an approved hospital or private radiologists office; and certification by or eligible for American Boards in Radiology.

SPECIAL REQUIREMENTS FOR THE ACCEPTANCE OF APPLICATIONS: License to practice medicine in New York State.

\*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized and accredited by the Board of Regents of the New York State Department of Education as a post-secondary, degree-granting institution.