

X-RAY TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: Under the supervision of a licensed technician, an incumbent of this class is responsible for technical work involving the operation of X-Ray equipment for the purpose of taking radiographs of various designated portions of the body to assist physicians in the detection of foreign bodies and the diagnosis of diseases and injuries. Work involves the proper positioning of patient, the development of the X-Rays, the maintenance and adjustment of X-Ray equipment, and the maintenance of radiographic files for a prescribed period. This is the entry level of the series during which time recent graduates with a limited permit gain practical experience and are expected to meet the requirements for permanent licensure issued by the New York State Department of Health. Upon satisfactory completion of one year of experience and possession of a license, incumbents are eligible for promotion to Senior X-Ray Technologist. Supervision is not a requirement of this level. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Under the supervision of a licensed technician:

Positions and instructs patients in preparation for taking X-Rays;

Makes adjustments to X-Ray equipment to correct setting for each examination taking into consideration proper voltage, current and desired exposure time as prescribed by the attending physician;

Takes X-Rays as prescribed or requisitioned of all or parts of the body for diagnostic purposes;

Develops or reviews the development of exposed films;

Prepares and maintains records and files of radiographs;

Purges outdated files, as directed;

Troubleshoots and maintains X-Ray equipment;

Requisitions film and supplies, as needed;

Mails X-Ray films to organizations and physicians, as requested.

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 needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the techniques of radiography; good knowledge of radiographic and related equipment; good knowledge of human anatomy; good knowledge of the techniques of radio therapy; skill in the operation and minor repair of x-ray producing equipment; ability to understand and carry out complex oral and written directions; ability to direct and instruct others; ability to handle sick and injured patients properly; 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 requirements of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either (a) at time of temporary appointment must possess a temporary permit* to practice Diagnostic Radiography, issued by the New York State Health Department, or (b) at time of permanent appointment 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.

*NOTE: If the permittee fails the licensing exam or fails to appear for the licensing exam, the temporary permit shall be void.