



Statewide Clinical Support Services (SCSS)

ROLE DESCRIPTION

Role Title:	Specialist Sonographer
Classification Code:	AHP3
LHN/ HN/ SAAS/ DHW:	Statewide Clinical Support Services (SCSS), CALHN, SA Health
Hospital/ Service/ Cluster:	South Australia Medical Imaging (SAMI)
Division:	SAMI RHP
Department/ Section/ Unit/ Ward:	Radiology
Role reports to:	Chief Radiographer
Role Created/Reviewed Date:	October 2023
Criminal and Relevant History Screening:	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Working With Children's Check (WWCC) (DHS) <input checked="" type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)
Immunisation Risk Category Requirements:	<input checked="" type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (minimal patient contact)

ROLE CONTEXT

Primary Objective(s) of role:

- > Specialist Sonographer, using specialised equipment and operating with high levels of independence and competence to undertake complex Ultrasound procedures without professional direction.

Direct Reports:

- > Accountable to the Campus Operations Manager through the Chief Radiographer.
- > Responsible on a day to day basis to the Head of Ultrasound.

Key Relationships/ Interactions:Internal

- > Responsible to the Head of Ultrasound, AHP4
- > Reports to the Chief Radiographer, AHP4 (M)
- > Exercising professional direction over AHP3, AHP2 and AHP1 Medical Imaging Professional Officers demanding professional judgement.
- > Team leadership responsibilities when working in the Ultrasound Department.
- > Radiologist, Administrative, Nursing staff and other patient service providers

External

- > Liaises with referring clinicians
- > Patients, families, caregivers

Challenges associated with Role:

Major challenges currently associated with the role include:

- > Adaptation to the Enterprise System for Medical Imaging (ESMI)
- > Working in an environment of change in relation to SA Health
- > Working in an environment of continuous technical and clinical evolution
- > Working with multi-levels of professionals in determining priorities in service delivery
- > Functioning in a way where personal WHS is maintained

Delegations:

- > Nil

Key Result Areas and Responsibilities

Key Result Areas	Major Responsibilities
Contribute to an effective and efficient Ultrasound service to clients by:	<ul style="list-style-type: none"> > Operating with high levels of professional independence and is required to apply specialist Sonographic knowledge to determine best anatomical and pathology presentation of more complex examinations. Types of examinations include: <ul style="list-style-type: none"> o Advanced shoulder o Advanced elbow and upper extremities o Advanced groin o Advanced knee and lower extremities o Complex abdominal including abdominal duplex studies o Advanced small parts o Advanced pelvis/gynae o Obstetric (1st trim, 2nd trim, Nuchal Translucency) > Assisting Radiologist with interventional procedures > Undertaking work, which is operator-dependent, involving direct patient contact when performing complex Sonographic examinations using specialised equipment. > Assessing request forms and patients' previous clinical history. > Consulting with the patient or patient's guardian to document patient history regarding location and incidence of patients' presenting symptoms or to determine the mechanics of an injury. > Communicating any unusual findings of the Ultrasound examination, which the Radiologist may use, together with the images to form the basis of a report, which is then available to the referring clinician. > Liaising directly with the Radiologist if, based on their examination, they judge that a different type of examination or technique will provide more complete results. > Submitting details as may be required to ensure the integrity of the PACS and RIS systems
Contributes to the provision of an exemplary Ultrasound service to clients by:	<ul style="list-style-type: none"> > Accepting personal professional responsibility for the provision of Ultrasound imaging services. > Assuming responsibility for all external staff entering the Ultrasound Department to ensure all staff and patients adhere to the medical imaging safety protocols. > Involvement in research projects that supplement existing specialised knowledge and may contribute to the development of new or improved Ultrasound methods and policy. > Ensuring accuracy of Ultrasound Imaging data and documentation on the PACS network.
Exercise professional direction over fellow Medical Imaging Professional Officers demanding professional judgement including:	<ul style="list-style-type: none"> > Assessing the application of discipline standards; > Weighing and discussing professional approaches used; > Determining professional solutions; and > Verification and validation of results.
Ensure a safe working environment at all times by:	<ul style="list-style-type: none"> > Maintaining effective work practices. > Adopting procedures and practices which comply with the OHS&W Act.

	<ul style="list-style-type: none"> > Making proper use of all safeguards, safety devices and personal protective equipment (as required in undertaking the duties of the position). > Taking reasonable care to protect the health and safety of self and others. > Attending mandatory safety training programs.
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Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications:

- > Registration as an Accredited Sonographer as administered by the Australasian Sonographers Accreditation Registry (ASAR).
- > Holds an accredited Postgraduate qualification in Medical Ultrasound or its recognised equivalent.

Personal Abilities/Aptitudes/Skills:

- > Well-developed communication skills, both written and oral.
- > Ability to relate effectively with patients / fellow medical professionals, support staff, and people in general.
- > Ability to lead a team including the ability to plan, prioritise, schedule and coordinate work to provide a professional service.
- > Ability to provide professional direction to fellow medical imaging professional officers.
- > Ability to use significant initiative to analyse situations and identify opportunities and needs to develop and progress the value, contributions and effectiveness of medical imaging services within the Ultrasound Department.

Experience:

- > High levels of proven medical imaging experience and expertise.
- > Has attained professional expertise, competence and experience to perform all standard and complex professional tasks within Ultrasound.

Knowledge:

- > A detailed knowledge of all standard and complex professional tasks in the application of established Sonographic work practices and procedures.
- > Specialised professional knowledge in selecting and adapting methods best suited to performing Ultrasound examinations and presenting the imaging data on the Radiology Departments PACS network.
- > The attainment of these skills and knowledge will be evident through participation in further training by way of an accredited continuous professional development (CPD) program and/or by holding post-graduate qualifications relevant to Ultrasound.
- > Knowledge of the principles of human resource management, in particular Equal Employment Opportunity and Work Health and Safety

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications:

- > Additional Post degree studies relevant to Ultrasound.
- > Appropriate Degree or equivalent qualification, which entitles a statement of accreditation in Diagnostic Radiography from the Australian Institute of Radiography, or its recognised equivalent (up to July 2012) and then registration with the Medical Radiation Practice Board of Australia (post July 2012).
- > Holds a Radiation Licence.

Personal Abilities/Aptitudes/Skills:

- > Ability to recognise and determine professional development needs and priorities.

Experience:

- > Demonstrated team leadership qualities with the ability to organise and coordinate departmental workflow in any situation.

Knowledge:

- >

Special Conditions:

- > Variable starting and finishing times will be necessary.
- > Overtime and on call work will be required.
- > Required to rotate through section/modality areas, as rostered.
- > May be required to travel to other agencies to attend relevant educational programs.
- > It is mandatory that no person, whether or not already working in SA Health, may be appointed to a position in SA Health unless they have provided the a satisfactory current Criminal and Relevant History Screening, as required by the *SA Health Criminal and Relevant History Screening Policy Directive*.
- > *For appointment in a Prescribed Position* under the *Child Safety (Prohibited Persons) Act (2016)*, a current Working with Children Check (WWCC) is required from the Department for Human Services Screening Unit. For other positions, a satisfactory National Police Certificate (NPC) assessment is required.
- > For '*Prescribed Positions*' under the *Child Safety (Prohibited Persons) Act (2016)*, the individual's WWCCs must be renewed every 5 years from the date of issue; and for '*Approved Aged Care Provider Positions*' every 3 years from date of issue as required by the *Accountability Principles 2014* issued pursuant to the *Aged Care Act 1997 (Cth)*.
- > Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.
- > Depending on work requirements the incumbent may be transferred to other locations across SA Health to perform work appropriate to classification, skills and capabilities either on a permanent or temporary basis subject to relevant provisions of the *Public Sector Act 2009* for Public Sector employees or the *SA Health (Health Care Act) Human Resources Manual* for Health Care Act employees.
- > The incumbent may be required to participate in Counter Disaster activities including attendance, as required, at training programs and exercises to develop the necessary skills required to participate in responses in the event of a disaster and/or major incident.

General Requirements:

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Directives, Determinations and Guidelines, and legislative requirements including but not limited to:

- > *Work Health and Safety Act 2012 (SA)* and when relevant WHS Defined Officers must meet due diligence requirements.
- > *Return to Work Act 2014 (SA)*, facilitating the recovery, maintenance or early return to work of employees with work related injury / illness.
- > Meet immunisation requirements as outlined by the *Immunisation for Health Care Workers in South Australia Policy Directive*.
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- > *Children and Young People (Safety) Act 2017 (SA)* 'Notification of Abuse or Neglect'.
- > Disability Discrimination.
- > *Independent Commissioner Against Corruption Act 2012 (SA)*.
- > *Information Privacy Principles Instruction*.
- > Relevant Awards, Enterprise Agreements, *Public Sector Act 2009*, *Health Care Act 2008* and the *SA Health (Health Care Act) Human Resources Manual*.
- > Relevant Australian Standards.
- > Duty to maintain confidentiality.
- > Smoke Free Workplace.
- > To value and respect the needs and contributions of SA Health Aboriginal staff and clients, and commit to the development of Aboriginal cultural competence across all SA Health practice and service delivery.
- > Applying the principles of the *South Australian Government's Risk Management Policy* to work as appropriate.

The SA Health workforce contributes to the safety and quality of patient care by adhering to the South Australian Charter of Health Care Rights, understanding the intent of the National Safety and Quality Health Service Standards and participating in quality improvement activities as necessary.

Performance Development:

The incumbent will be required to participate in the organisation's Performance Review and Development Program which will include a regular review of the incumbent's performance against the responsibilities and key result areas associated with their position and a requirement to demonstrate appropriate behaviours which reflect a commitment to SA Health values and strategic directions.

Handling of Official Information:

By virtue of their duties, SA Health employees frequently access, otherwise deal with, and/or are aware of, information that needs to be treated as confidential.

SA Health employees will not access or attempt to access official information, including confidential patient information other than in connection with the performance by them of their duties and/or as authorised.

SA Health employees will not misuse information gained in their official capacity.

SA Health employees will maintain the integrity and security of official or confidential information for which they are responsible. Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.

White Ribbon:

SA Health has a position of zero tolerance towards men's violence against women in the workplace and the broader community. In accordance with this, the incumbent must at all times act in a manner that is non-threatening, courteous, and respectful and will comply with any instructions, policies, procedures or guidelines issued by SA Health regarding acceptable workplace behaviour.

Resilience:

SA Health employees persevere to achieve goals, stay calm under pressure and are open to feedback.

Organisational Context

Organisational Overview:

Our mission at SA Health is to lead and deliver a comprehensive and sustainable health system that aims to ensure healthier, longer and better lives for all South Australians. We will achieve our objectives by strengthening primary health care, enhancing hospital care, reforming mental health care and improving the health of Aboriginal people.

SA Health is committed to a health system that produces positive health outcomes by focusing on health promotion, illness prevention and early intervention. We will work with other government agencies and the community to address the environmental, socioeconomic, biological and behavioural determinants of health, and to achieve equitable health outcomes for all South Australians.

Our Legal Entities:

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Wellbeing. The Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

The legal entities include but are not limited to the Central Adelaide Local Health Network Inc., Northern Adelaide Local Health Network Inc., Southern Adelaide Local Health Network Inc., Women's and Children's Health Network Inc., Barossa Hills Fleurieu Local Health Network Inc., Eyre and far North Local Health Network Inc., Flinders and Upper North Local Health Network Inc., Limestone Coast Local Health Network Inc., Riverland Mallee Coorong Local Health Network Inc., Yorke and Northern Local Health Network Inc. and SA Ambulance Service Inc.

SA Health Challenges:

The health system is facing the challenges of an ageing population, increased incidence of chronic disease, workforce shortages, and ageing infrastructure. The SA Health Care Plan has been developed to meet these challenges and ensure South Australian's have access to the best available health care in hospitals, health care centres and through GPs and other providers.

Health Network/ Division/ Department:

Radiology is part of South Australian Medical Imaging (SAMI) which is a State-wide service. SAMI is responsible for the provision of medical imaging services at SA Public Hospitals within country and metropolitan South Australia across SA Health.

Sites include:

- Royal Adelaide Hospital
- Queen Elizabeth Hospital
- Women's and Children's Hospital
- Flinders Medical Centre
- Repat Health Precinct
- Lyell McEwin Hospital
- Clare Hospital
- Murray Bridge Soldier's Memorial Hospital
- Port Pirie Regional Health Service
- Riverland General Hospital

SAMI has been created to provide a comprehensive and unified medical imaging service to the public system in South Australia; to improve efficiency and provide a more cohesive, consistent, and accessible statewide service.

Values

Statewide Clinical Support Services Values

Within SCSS our people are at the heart of what we do. We are committed to building a strong, vibrant culture and place to work, and to providing high-quality care to our patients and consumers that demonstrates our values in action. Our five core values are Integrity, Compassion, Accountability, Respect and Excellence (ICARE):

Integrity:	We are honest, consistent and act fairly. We make evidence-based decisions that are in the best interests of the South Australian community.
Compassion:	Patients and consumers are front of mind in everything we do, and we approach care for others with empathy and kindness. We provide an environment that is safe and caring and we will support each other at all times.
Accountability:	We take ownership of our responsibilities and actions. We own our mistakes and take proactive measures to find effective solutions. We demonstrate our values in our actions and behaviours
Respect:	We foster a culture that is respectful of our consumers, patients and each other. We value diversity and everyone's input and demonstrate trust in each other.
Excellence:	We complete and promote work of the highest standard. We challenge the normal way of doing things to ensure continuous improvement and we seek consumer input to represent the diversity of our community.

Code of Ethics

The *Code of Ethics for the South Australian Public Sector* provides an ethical framework for the public sector and applies to all public service employees.

- > Democratic Values - Helping the government, under the law to serve the people of South Australia.
- > Service, Respect and Courtesy - Serving the people of South Australia.
- > Honesty and Integrity- Acting at all times in such a way as to uphold the public trust.
- > Accountability- Holding ourselves accountable for everything we do.
- > Professional Conduct Standards- Exhibiting the highest standards of professional conduct.

As a public sector employee, you have a responsibility to maintain ethical behaviour and professional integrity standards. It is expected that you act in accordance with the Code of Ethics and contribute to a culture of integrity within SA Health.

The Code recognises that some public sector employees are also bound by codes of conduct relevant to their profession.

Approvals

Role Description Approval

I acknowledge that the role I currently occupy has the delegated authority to authorise this document.

Name: Costas Kapsis

Role Title: Campus Operations Manager

Signature:

Date:

Role Acceptance

Incumbent Acceptance

I have read and understood the responsibilities associated with role, the organisational context and the values of SA Health as outlined within this document.

Name:

Signature:

Date:

Version control and change history

Version	Date from	Date to	Amendment
V1	10/01/2023		Original SCSS version.