

DEPARTMENT OF HEALTH

# Statement of Duties

<b>Position Title:</b>	Senior Radiographer
<b>Position Number:</b>	Generic
<b>Classification:</b>	Allied Health Professional Level 3
<b>Award/Agreement:</b>	Allied Health Professionals Public Sector Unions Wages Agreement
<b>Group/Section:</b>	Community Mental Health and Wellbeing Population Screening and Cancer Prevention - BreastScreen Clinical Services
<b>Position Type:</b>	Permanent/Fixed-Term/Casual, Full Time/Part Time/Casual
<b>Location:</b>	South, North, North West
<b>Reports to:</b>	Chief Radiographer
<b>Effective Date:</b>	October 2021
<b>Check Type:</b>	Annulled
<b>Check Frequency:</b>	Pre-employment
<b>Essential Requirements:</b>	Registered with the Medical Radiation Practice Board of Australia  <i>*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.</i>
<b>Desirable Requirements:</b>	Current Driver's Licence
<b>Position Features:</b>	The incumbent is required to wear lead aprons, as appropriate Intrastate travel may be required

Note: The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

## Primary Purpose:

- Perform screening mammography, and diagnostic assessment imaging of screen detected abnormalities as required at BreastScreen Tasmania's site locations.

## Duties:

1. Perform complex screening mammography procedures, using digital equipment, exercising professional judgment within the screening and assessment environment.
2. Take a leading role in the supervision and training of less experienced staff performing duties with the BreastScreen Australia program, ensuring that professional standards are maintained.
3. Assist in the design, review and updating of protocols and procedures for work practices within the BreastScreen accreditation and quality assurance framework, ensuring compliance with work practices, and supporting the concept of continuous quality improvement.
4. Maintain an up-to-date knowledge of new techniques and advances in mammography and breast imaging and lead projects as assigned by the Chief Radiographer.
5. Participate in quality assurance requirements related activities and meetings.
6. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

## Key Accountabilities and Responsibilities:

The Senior Radiographer operates under the direction of the BreastScreen Tasmania Chief Radiographer to ensure broad program objectives and philosophies are maintained.

As a member of a multi-disciplinary team, the Senior Radiographer is expected to apply a high degree of independent professional judgment in meeting set objectives (including monthly targets and National Accreditation Standards) as well as assisting other staff in the resolution of any problems in both the screening and assessment clinics. In doing so, this role is responsible for:

- Performing breast imaging procedures to facilitate client screening and diagnosis to contemporary professional standards, without supervision.
- Assisting to train less experienced staff to ensure optimum screening and diagnostic outcomes of examinations.
- Selecting appropriate imaging, technical factors and accessories to achieve optimum screening and diagnostic results and meet best practice standards.
- Implementing BreastScreen Australia's principles and protocols and complying with moral and ethical codes to ensure client welfare and quality of care.
- Maintaining and operating imaging equipment and accessories in accordance with radiation protection and safety, infection control guidelines and best practice standards.
- Exercising reasonable care in the performance of duties consistent with the relevant Work, Health and Safety legislation.
- Where applicable, exercising delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.

- Complying at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.
- Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.

## Pre-employment Conditions:

*It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.*

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
  - a. crimes of violence
  - b. sex related offences
  - c. serious drug offences
  - d. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

## Selection Criteria:

1. Possession of, or willingness to obtain the Certificate of Clinical Proficiency in Mammography (CCPM).
2. Experience and demonstrated competence in conducting a range of complex imaging procedures in screening and assessment mammography in a population health setting.
3. Knowledge of and skills in modern equipment and techniques in mammography.
4. Excellent communication skills, with the ability to interact with clients, their support persons, and the multidisciplinary team, with a high level of professionalism, ensuring the client's privacy, dignity and confidentiality are maintained.
5. Ability to work collaboratively as part of a health professional team, provide guidance and supervision to less experienced staff.
6. Ability to apply professional and personal initiative while working consistently within a quality assurance framework.

## Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the [Consumer and Community Engagement Principles](#).