

 <p>CHATHAM ORTHOPAEDIC ASSOCIATES, P.A.</p>	<p><b>Job Description</b></p> <p><b>Radiologic Technologist</b></p>	<p><b>Effective Date:</b> 01/01/13</p> <p><b>Reports To:</b> Director of Operations</p> <p><b>Revised:</b> 06/05/2021, 05/24/2022 4/11/2023</p>
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**I. Job Summary**

Under the general direction of the Director of Operations, assesses patients, develops optimal radiologic techniques, or plans, and evaluates resulting radiographic images.

Radiologic Technologists will strive to continually improve patient satisfaction and exceed expectations for service.

**II. Essential Job Responsibilities**

Reviews and executes physician and mid-level orders for radiographic services; clarifying instructions if unclear or patient unable to comply.

Courteously receives patients and clearly communicates tests to be done as well as patient position needed to obtain image.

Reviews images prior to patient departure to ensure quality.

Conducts quality control on x-ray equipment and maintains logs.

Responds to all regulatory inquiries and inspections in conjunction with CEO.

Attends staff meetings and provides constructive ideas to improve quality of treatment, patient education and efficiency of clinic.

Contributes to the safe environment of patients and staff including notifying persons if equipment needs to be repaired or is broken, utilizing personal protective equipment and good infection control practices.

Maintains current state of Georgia license.

Complies with all applicable state and federal regulations.

**III. Other Job Responsibilities**

Performs other related duties as assigned.

Maintains collaborative working relationship with all other employees.

Upholds strictest confidentiality.

#### **IV. Minimal Qualifications**

##### **Education**

An associate or bachelor's degree in a state approved program.

##### **Experience**

Clinical and/or work experience in outpatient orthopedics, and infection control knowledge.

##### **Certification / License**

Georgia license

##### **Physical demands**

Must be able to use upper and lower extremities for reaching, manipulation and lifting up to 50 lbs. on occasion, perform sitting, standing constantly (all day), walking and/or moving frequently; manipulate machines as needed, tolerate environmental changes in the clinic..

#### **V. Independent Action**

Under general direction, functions independently in coordination of assigned duties. Refers to manager as appropriate on clarification of practice policy and procedure.

#### **VI. Supervisory Responsibility**

May orient other radiologic technologist or student interns as needed.

#### **VII. Human Relations/Customer Communications**

Communicate verbally and written with employees, physicians, patients, patient family members and the public as a representative of the practice.

#### **VIII. Personal Protective Equipment**

Personal Protective Equipment (PPE) is provided by practice and must be worn when there is a reasonable risk of occupational exposure to blood or body fluids.

