ASSOCIATES IN NEPHROLOGY, S.C.

Interventional Radiology Technologist

Job Description Form

Division/Department: Vascular Access Center		
Reporting Relationships	**Reports to:** Vascular Access Administrator	**Direct Reports:**
Level/Grade	**Type of Position** ☒ **Full-time** ☐ **Part-time** ☐ **Contractor** ☐ **Intern**	**Hours _____/week** ☐ **Exempt** ☒ **Non-Exempt**

General Summary

Provides medical imaging equipment to produce images of organs. Performs a variety of administrative, fiscal, and liaison functions to assure that the continuity of high-quality patient care is delivered in an effective, cost-efficient manner. Serves as a scrub tech to the Interventional Nephrologist, maintains provision of supplies, instruments, and equipment in an efficient, safe, and sanitary manner, and maintains quality controls.

Essential Duties and Responsibilities

- Operates C-Arm equipment to obtain images of designated portions of the body
- Moves C-Arm equipment into specified position and adjusts equipment, as requested
- Positions patient on examining table and maintains image while Physician guides needle into specific area of body
- Practices radiation protection techniques to minimize radiation to patients and staff
- Processes images to print and obtains high-quality images
- Ensures procedure room and recovery room are cleaned
- Sterilizes and sets up of all procedure equipment
- Maintains proper functioning and maintenance of all medical equipment, and inventory for all supplies
- Contacts service technicians or other maintenance personnel as necessary
- Routinely, places all files in appropriate space to maintain a neat and orderly workspace
- Always maintains professional dress and decorum when representing Vascular Access Center of Illinois
- Observes all Universal Precautions as outlined in the OSHA policy and procedures manual(s)

Experience and Education

ASSOCIATES IN NEPHROLOGY, S.C.	Must be a Certified Radiologic Technologist. Previous experience in overseeing invasive and non-invasive procedures. Must have ARRT and IEMA Licenses.

Technical Requirements

Associate is required to be proficient in the use of Microsoft Outlook, Word, and Excel.

Physical Requirements

- Ability to express the nature of sounds with no less than a 40dB loss @ 500 HZ., 1,000Hz., and 2,000 Hz. with or without correction
- Ability to be subject to substantial repetitive motion of the body or its parts
- Ability to exert up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or constantly move objects
- Ability to stand for long periods of time

Work Environment

Normal office environment with little or no exposure to adverse environmental conditions.

Minimal Training Requirements

Annual Training

- HIPAA
- Sexual Harassment
- Bystander Intervention

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

Signature:	
Reviewed by Date:	