

Position holder (title)	Medical Imaging Technologist
Reports to (title)	Radiology Manager
Department / Service	Radiology Department / Acute & Medical Service
Purpose of the position	<ul style="list-style-type: none"> ▪ To provide quality radiology services to our clients in all settings – inpatient, outpatient and rural. Quality services include a customer first focus, timely delivery, cost effective and a high clinical standard. ▪ To ensure and prioritise a focus on patient safety and quality relating to care and processes within the Acute & Medical Service. ▪ Delivery of organisational KPI's including relevant MOH target, financial budgets and service plans. ▪ To recognise and support the delivery of the Hawkes Bay Health sector vision

Working Relationships

Internal	External
<ul style="list-style-type: none"> ▪ Radiology Manager ▪ Other HBDHB departments ▪ Radiologists ▪ Radiology Nurses ▪ Radiology Administration Staff ▪ MRT's ▪ Students 	<ul style="list-style-type: none"> ▪ Public and Patients

Dimensions

Expenditure & budget / forecast for which accountable	N/A
Number of staff reports	N/A

Our shared values and behaviours



1 HE KAUANUANU RESPECT *Showing respect for each other, our staff, patients and consumers*

Welcoming	<ul style="list-style-type: none"> ✓ Is polite, welcoming, friendly, smiles, introduce self ✓ Acknowledges people, makes eye contact, smiles 	<ul style="list-style-type: none"> ✗ Is closed, cold, makes people feel a nuisance ✗ Ignore people, doesn't look up, rolls their eyes
Respectful	<ul style="list-style-type: none"> ✓ Values people as individuals; is culturally aware / safe ✓ Respects and protects privacy and dignity 	<ul style="list-style-type: none"> ✗ Lacks respect or discriminates against people ✗ Lacks privacy, gossips, talks behind other people's backs
Kind	<ul style="list-style-type: none"> ✓ Shows kindness, empathy and compassion for others ✓ Enhances peoples mana 	<ul style="list-style-type: none"> ✗ Is rude, aggressive, shouts, snaps, intimidates, bullies ✗ Is abrupt, belittling, or creates stress and anxiety
Helpful	<ul style="list-style-type: none"> ✓ Attentive to people's needs, will go the extra mile ✓ Reliable, keeps their promises; advocates for others 	<ul style="list-style-type: none"> ✗ Unhelpful, begrudging, lazy, 'not my job' attitude ✗ Doesn't keep promises, unresponsive

1 ĀKINA IMPROVEMENT *Continuous improvement in everything we do*

Positive	<ul style="list-style-type: none"> ✓ Has a positive attitude, optimistic, happy ✓ Encourages and enables others; looks for solutions 	<ul style="list-style-type: none"> ✗ Grumpy, moaning, moody, has a negative attitude ✗ Complains but doesn't act to change things
Learning	<ul style="list-style-type: none"> ✓ Always learning and developing themselves or others ✓ Seeks out training and development; 'growth mindset' 	<ul style="list-style-type: none"> ✗ Not interested in learning or development; apathy ✗ "Fixed mindset, 'that's just how I am', OK with just OK
Innovating	<ul style="list-style-type: none"> ✓ Always looking for better ways to do things ✓ Is curious and courageous, embracing change 	<ul style="list-style-type: none"> ✗ Resistant to change, new ideas; 'we've always done it this way'; looks for reasons why things can't be done
Appreciative	<ul style="list-style-type: none"> ✓ Shares and celebrates success and achievements ✓ Says 'thank you', recognises people's contributions 	<ul style="list-style-type: none"> ✗ Nit picks, criticises, undermines or passes blame ✗ Makes people feel undervalued or inadequate

1 RARANGA TE TIRA PARTNERSHIP *Working together in partnership across the community*

Listens	<ul style="list-style-type: none"> ✓ Listens to people, hears and values their views ✓ Takes time to answer questions and to clarify 	<ul style="list-style-type: none"> ✗ 'Tells', dictates to others and dismisses their views ✗ Judgmental, assumes, ignores people's views
Communicates	<ul style="list-style-type: none"> ✓ Explains clearly in ways people can understand ✓ Shares information, is open, honest and transparent 	<ul style="list-style-type: none"> ✗ Uses language / jargon people don't understand ✗ Leaves people in the dark
Involves	<ul style="list-style-type: none"> ✓ Involves colleagues, partners, patients and whanau ✓ Trusts people; helps people play an active part 	<ul style="list-style-type: none"> ✗ Excludes people, withholds info, micromanages ✗ Makes people feel excluded or isolated
Connects	<ul style="list-style-type: none"> ✓ Pro-actively joins up services, teams, communities ✓ Builds understanding and teamwork 	<ul style="list-style-type: none"> ✗ Promotes or maintains silo-working ✗ 'Us and them' attitude, shows favouritism

1 TAUWHIRO CARE *Delivering high quality care to patients and consumers*

Professional	<ul style="list-style-type: none"> ✓ Calm, patient, reassuring, makes people feel safe ✓ Has high standards, takes responsibility, is accountable 	<ul style="list-style-type: none"> ✗ Rushes, 'too busy', looks / sounds unprofessional ✗ Unrealistic expectations, takes on too much
Safe	<ul style="list-style-type: none"> ✓ Consistently follows agreed safe practice ✓ Knows the safest care is supporting people to stay well 	<ul style="list-style-type: none"> ✗ Inconsistent practice, slow to follow latest evidence ✗ Not thinking about health of our whole community
Efficient	<ul style="list-style-type: none"> ✓ Makes best use of resources and time ✓ Respects the value of other people's time, prompt 	<ul style="list-style-type: none"> ✗ Not interested in effective user of resources ✗ Keeps people waiting unnecessarily, often late
Speaks up	<ul style="list-style-type: none"> ✓ Seeks out, welcomes and give feedback to others ✓ Speaks up whenever they have a concern 	<ul style="list-style-type: none"> ✗ Rejects feedback from others, give a 'telling off' ✗ 'Walks past' safety concerns or poor behaviour

www.ourhealthhb.nz



Te hauora o te Matau-ā-Māui: Healthy Hawke's Bay
Rāranga te tira **He kauanuanu**

Tauwhiro

Ākina

Key Accountabilities

DEMONSTRATES COMPETENT CLINICAL PRACTICE	
<p>Tasks (how it is achieved):</p> <ul style="list-style-type: none"> • Performs requested examinations on patients, producing quality radiographs in accordance with expert professional practice and relevant protocols. • Provides appropriate radiation protection to patients and attendant family and staff • Ensures that patients have an understanding of the procedure; where appropriate, checking for contrast reaction, ensuring informed consent is obtained and collects appropriate patient data. • Participates actively in quality assurance and image review. • Maintains confidentiality and right to privacy. • Provide accurate completed information to radiologists to assist reporting of examinations. 	<p>How it will be measured (KPI):</p> <ul style="list-style-type: none"> • Customer and Clinical staff satisfaction and complaints. • RIS input and reporting. • Timely patient flow when working on out of normal hours shifts. • Annual Performance Development Review (PDR). • Peer assessment of competency annually.
PARTICIPATION IN A REGISTERED CPD PROGRAMME	
<p>Tasks (how it is achieved):</p> <ul style="list-style-type: none"> ▪ Attendance at MIT teaching sessions. ▪ Attendance at workshops. ▪ Attendance at conferences. 	<p>How it will be measured (KPI):</p> <ul style="list-style-type: none"> ▪ Ongoing participation in Continuing Professional Development that meets the CPD provider and MRTB requirements.
OPERATIONAL MANAGEMENT	
<p>Tasks (how it is achieved):</p> <ul style="list-style-type: none"> ▪ Maintain adequate stock of consumables required. ▪ Maintain, clean and ensure optimal performance of department and equipment at all times. ▪ Report any malfunctions. ▪ Participate and apply Quality Management principals and practices as directed. ▪ Complete administration tasks as required. 	<p>How it will be measured (KPI):</p> <ul style="list-style-type: none"> ▪ Rooms are left ready for other team members to use. ▪ Fix-it forms filled out when equipment fails.
OCCUPATIONAL HEALTH & SAFETY	
<p>Tasks (how it is achieved):</p> <ul style="list-style-type: none"> ▪ Displays commitment through actively supporting all health and safety initiatives ▪ Ensures all staff/colleagues maintain adequate safety standards on the job through consultation, training and supervision ▪ Ensures own and others safety at all times ▪ Complies with policies, procedures and safe systems of work ▪ Reports all incidents/accidents, including near misses in a timely fashion ▪ Is involved in health and safety through participation and consultation 	<p>How it will be measured (KPI):</p> <ul style="list-style-type: none"> ▪ Evidence of participation in health and safety activities ▪ Demonstrates support of staff/colleagues to maintain safe systems of work ▪ Evidence of compliance with relevant health and safety policies, procedures and event reporting

Key Competencies

CUSTOMER SERVICE	
Tasks (how it is achieved): <ul style="list-style-type: none">▪ Open and responsive to customer needs▪ Demonstrate an understanding of continuous quality improvement	How it will be measured (KPI): <ul style="list-style-type: none">▪ Demonstrates a commitment to customer service and continuous quality improvement, through interaction with patient/clients and other customers▪ Identifies customer needs and offers ideas for quality improvement▪ Effective management of customers/situations

ENGAGING EFFECTIVELY WITH MĀORI	
Tasks (how it is achieved): <ul style="list-style-type: none">▪ Demonstrates knowledge and understanding of local tikanga and Māori culture sufficiently to be able to respond appropriately to Māori▪ Is visible, welcoming and accessible to Māori consumers and their whānau▪ Actively engages in respectful relationships with Māori consumers and whānau and the Māori community▪ Actively seeks ways to work with Māori consumers and whānau to maximise Māori experience▪ Actively facilitates the participation of whānau in the care and support of their whānau member	How it will be measured (KPI): <ul style="list-style-type: none">▪ Accelerated health outcomes for Maori▪ Evidence of positive feedback from Māori consumers and whānau, and colleagues▪ Evidence of collaborative relationships with Māori whānau and community/organisations▪ Evidence of whānau participation in the care and support of their whānau member

HEALTH AND SAFETY STATEMENT
<ul style="list-style-type: none">▪ Takes reasonable care of your own health and safety▪ Ensures that your actions or omissions, do not adversely affect the health and safety of other persons▪ Complies with reasonable instructions given by HBDHB▪ Co-operates with health and safety policies or procedures

Essential and Desirable Criteria: Qualifications / Skills / Experience

Essential	
Engaging Effectively with Māori	<ul style="list-style-type: none"> ▪ Demonstrates the ability to engage effectively with Māori consumers (patients/families/whanau) ▪ Demonstrates ability to apply the Treaty of Waitangi within the Service
Business / Technical Skills (eg, computing, negotiating, leadership, project management)	<ul style="list-style-type: none"> ▪ Registration in a NZMRTB approved CPD programme. ▪ Willingness to participate in rostered rotating shift work including weekends, on call, and nightshift where applicable. ▪ Willingness to participate in rotations through satellite radiology sites where applicable. ▪ Willingness to mentor MRT students and contribute to their learning. ▪ Good interpersonal and communication skills. ▪ Computer literate ▪ Dedicated team player.
Experience (technical and behavioural)	<p>Values & Behaviours: Shows commitment to, and demonstrates the behaviours of the health sector:</p> <ul style="list-style-type: none"> ▪ He kauanuanu ▪ Showing respect for each other, our staff, patients and consumers – this means I actively seek to understand what matters to you. ▪ Ākina ▪ Continuously improving everything we do – this means that I actively seek to improve my service. ▪ Rāranga te tira ▪ Working together in partnership across the community – this means I will work with you and your whanau on what matters to you. ▪ Tauwhiro ▪ Delivering high quality care to patients and consumers – this means I show empathy and treat you with care, compassion and dignity
Desirable	
	<ul style="list-style-type: none"> ▪ Experience in a similar position is desirable. ▪ Willingness to participate in additional tasks, such as hazard management, health and safety, IANZ.

Recruitment Details

Position Title	Medical Imaging Technologist
Hours of Work	Permanent (1FTE)
Salary & Employment Agreement Coverage	In accordance with the APEX & DHBs Medical Radiation Technologists Collective Agreement \$62,138 to \$75,132 gross per annum according to qualifications and experience.
Date	March 2019