



Job Description

IDENTIFICATION

<i>Position Number</i>	<i>Position Title</i>	
U-01-150; CA1415	Sonographer	
<i>Department</i>	<i>Position Reports To</i>	<i>Site</i>
Diagnostic Imaging	Diagnostic Imaging Supervisor	Hay River Health and Social Services Authority

PURPOSE OF THE POSITION

The incumbent provides ultrasound services to the clients, upon referral from the medical staff, in accordance with the established policies and procedures of the Diagnostic Imaging Department; with adherence to the American Registry of Diagnostic Medical Sonographers (ARDMS) and Sonography Canada's Codes of Ethics and Standards of Practice; and within the context of the Vision and Mission Statement of the Hay River Health and Social Services Authority (HRHSSA). The incumbent produces good quality images in a safe and efficient manner to aid the local physicians and the **off-site** Radiologist in obtaining a timely diagnosis and treatment for all clients.

SCOPE

This position is located at the Hay River Regional Health Center which is part of the Hay River Health and Social Services Authority. The Hay River Health & Social Services Authority (HRHSSA) locations include the Hay River Regional Health Center (HRRHC), the Gensen Building, Woodland Manor and Supportive Living Services. The HRHSSA is an accredited, integrated health authority that provides the following services: 19 acute inpatient beds (14 Community Support Beds, 1 Family Suite (Palliative), 2 Secure Rooms, 2 Observation beds), Emergency and Ambulatory Care, including dialysis and endoscopy; Midwifery Care and Delivery; 25 Long Term Care beds; Supportive Living Campus, a Territorial campus providing 11 permanent residences; Diagnostic Services (Diagnostic Imaging, Ultrasound, Mammography); Laboratory; Medical and Specialty Clinics including Diabetes programming; Social Programs (Community Counselling, Healthy Families and Child and Family Services) Community Health and Home Care, Rehabilitation which include Physiotherapy, Occupational Therapy and Speech Language Pathology; and a full range of Support Services.

The HRHSSA provides an integrated continuum of care to adults and children on an inpatient and outpatient basis in order to restore health and dignity, and to show respect to the values of individuals, families and communities. The Diagnostic Imaging Department not only serves a local population of approximately 3600 people, but also an extended population from 6 outlying communities with a catchment of approximately 6000 people.

The incumbent is scheduled for a regular shift, Monday to Friday, 0800h to 1600h. Although the incumbent is not part of the on call rotation, the incumbent may be required to return to work on weekends and/or after hours to image urgent/emergent life-threatening conditions. The incumbent would be in charge of the department when in the acting position.

Reporting directly to the Manager of Diagnostic Services, this position provides ultrasound services by utilizing varied sonographic imaging equipment. The scope of the ultrasound services includes: abdomen, breasts, small parts, obstetrical, gynecological, endovaginal and some vascular scans, other procedures may be added depending on the incumbents experience with more specialized sonographic procedures. All imaging is carried out independently. Many of the exams carried out have the potential to cause significant levels of discomfort to the patient. The incumbent must maintain a high degree of professionalism in order to ease the patient's anxiety.

All images are forwarded to an external Radiology group for review and reporting by a Radiologist. Invasive procedures that require a Radiologist or Physician to be present are scheduled, and the Sonographer assists the practitioner during these examinations.

Due to the remoteness of the Hay River Health and Social Services Authority from major referral centers, **and in the absence of a Radiologist on-site**, the incumbent must have a thorough and comprehensive understanding of the discipline plus equipment maintenance and repair.

The incumbent will produce quality images in a safe and efficient manner for the referring physician to view and the reading Radiologist to report. As the liaison between our physicians and the off-site Radiologists, the incumbent will assist medical and non-medical professionals in diagnosis, treatment and management of all clients to ensure optimal patient care.

The incumbent provides consultation regarding radiologist concerns and differential diagnosis on the scans provided. As per Accreditation standards, any unusual/urgent findings will be relayed to the ordering physician or emergency on call physician – this notification will be documented. The incumbent is also required to assist with bookings (including informing patients of proper exam preparations). The incumbent provides verbal and written observations to outlying nursing stations, other agencies and hospital departments, within Access to Information Guidelines.

RESPONSIBILITIES

- 1. The incumbent produces quality ultrasound images in accordance with ARDMS/and the Sonography Canada Code of Ethics and Standards of Practice. The incumbent has and maintains current registration with ARDMS and/or Sonography Canada. If the incumbent is not registered with Sonography Canada – employment is contingent upon obtaining registration within 3 years.**

Main Activities:

- Utilizes protection methods, devices and the most cautious techniques.
- Ensures the procedure is thoroughly understood by the patient and that their personal information is only shared with their permission or as legally required.
- Ensures all consent forms for invasive tests are thoroughly explained and signed by the client and physician prior to the procedure.
- For Special procedures, ensures equipment is functioning properly, follows sterile technique and prepares for adverse reactions.
- Respects the client's individuality as a person and respects their cultural differences.
- Ensure that the patient is a candidate for the examination, explain and educate the patient and/or their family on the procedure to ensure consent is obtained.
- Ensure the patient fully understands any risks associated with the procedure.
- Provides all required imaging plains for the examinations ordered, in accordance with the Ultrasound Procedure Manual, with flexibility to accommodate the patient's limitations.
- Uses initiative to provide special or additional images as necessary to aid in the diagnosis, without the direction of a Radiologist on site.
- Establishes good communication with the patient, showing respect and dignity while providing

privacy.

- Notifies the physician/nursing staff immediately if a patient's pathological or traumatic condition requires immediate medical attention or if continuing the procedure jeopardizes anyone's safety.
- Maintains imaging equipment, and reports and troubleshoots any malfunctions to the supervisor immediately; documents findings plus follow-up maintenance in the appropriate log book.
- Ensures all images sent are available in PACS for the reading Radiologist and all physicians who may review the case.
- Reports any known or possible incidents/risks to the Supervisor immediately, and completes all required documents correctly.
- Consults with the referring physician or the doctor on-call regarding unexpected atypical findings.
- Performs required quality control testing and documents such.
- Ensures all requisitions, hard copies and the Radiologist's reports meet all medico-legal requirements.
- Documents findings on a worksheet, with a detailed history of the patient, and any abnormal laboratory test results.
- Evaluates images for technical and diagnostic quality to ensure an accurate diagnosis prior to sending for Radiologist reporting.
- Maintains CPR certification.
- Completes all Organizational Mandatory training requirements
- Maintains licensure in good standing and commits to Life Long Learning
- Follows universal precautions when dealing with Isolation cases
- Ensures all equipment is thoroughly wiped down with antibacterial cleanser approved for use immediately
- Assist patients to achieve their optimum level of health
- Advocate for the dignity and respect of all clients
- Promote autonomy of patients and help them to express their health needs and values to obtain appropriate information and services
- Apply and promote the principles of equity and fairness to assist patients in receiving unbiased treatment and a share of health services and resources appropriate to their needs.
- Assess the patient for physical needs and abilities
- Research, develop, revise and evaluate on an ongoing basis, educational resources necessary to support patients.
- Demonstrate patient and family centered care and quality principles in the provision of services to patients and families.
- Must be able to move at least 25 kg (50lbs) without assistance.
- Act in a manner consistent with their professional responsibilities and standard of practice.

2. Quality Control and Quality Assurance: The incumbent produces quality sonographic images in accordance with the AIUM Statements of Clinical Safety and In Vitro Bioeffects, the National Institutes of Health Consensus and the Scope of Practice of the ARDMS & Sonography Canada, to ensure accurate diagnosis and treatment, as well as provide safety ethics for all clients.

Main Activities:

- Ensures that the correct scan has been ordered – clinical history aligns with imaging requested.
- Ensures the patient has been properly prepared for the scan ordered and completely understands the procedure to be done.
- Provides privacy, with special precautions during very personal exams; tries to alleviate patient anxiety.
- Images the appropriate anatomy with the initiative to add extra images or related studies while working around the limitations of the patient.
- Documents all relevant information, symptoms and other abnormal test results to aid the Radiologist in the correct diagnosis.

- Without the Radiologist present for direction, makes sure the worksheet gives all the impressions of what was seen while scanning plus a detailed history of the patient. This will enable the **off-site** Radiologist to make an accurate diagnosis.
- Notifies the doctor immediately of any adverse change in the patient or if any unexpected atypical findings are seen. Documents notifications appropriately.
- Maintains and troubleshoots imaging equipment and notifies the supervisor immediately of any malfunctions.
- Ensures all requisitions, hard copies and the Radiologist's reports meet all medico-legal requirements. Documents exceptions appropriately.

3. Collaborates with the Diagnostic Imaging team and follows safety, fire, and emergency policies, programs and procedures while performing duties with care and consideration for the safety of others.

Main Activities:

- Accepts responsibility for the safety of clients and others while they are in the Ultrasound area.
- Performs duties with care in order to reduce the risk of injury to self, co-workers and clients.
- Follows safety procedures at all times and is familiar with fire and emergency procedures and required equipment (E.g. Fire extinguishers).
- Ensures safety procedures are followed and that the Diagnostic Imaging team is familiar with fire and emergency procedures as outlined in safety and procedure manuals.
- Performs general housekeeping duties to ensure cleanliness and compliance with infection control protocols.
- Works with Fire, Health and Safety committee to ensure that safety concerns are addressed.
- Incumbent ensures that she/he is current in and follows WHMIS and Handwashing regulations and training.
- Understands and follows Infection Prevention and Control protocols for the complete protection of themselves and others.
- Knows and follows procedure for filing incident, unusual occurrence, accident, WSCC and Blood and Body Fluid exposure reports.
- Attends safety training and shares relevant information with the Diagnostic Imaging team

4. The incumbent works effectively as part of the Multi-disciplinary health care team.

Main Activities:

- Maintains communication guidelines between the departments, other agencies and medical staff; good rapport with the Supervisor, co-workers and all members of the Multi-disciplinary team.
- Participates on committees.
- Organizes bookings, supplies and consultations with the local physicians
- Communicates departmental successes and challenges to overseeing Radiologist during the Radiologist's visit.
- Helps to organize and promote Sonographer/MRT Week in order to educate staff, clients and visitors in both disciplines.
- Provides clear and precise instructions while maintaining the respect and dignity of all clients.
- Maintains good communication with hospital, Medical Clinic, Woodland Manor and the outlying Nursing Stations' staff, regarding departmental policies and procedures, patient protocols and examination requirements.

5. The incumbent performs all required clerical duties.

Main Activities:

- Operates computer hardware and software to ensure effective departmental operation.
- Ensures patient information and filing system is correct and up-to-date.
- Keeps teaching files up-to-date.
- Assists in the scheduling of all appointments correctly and accordingly.
- Prepares scanned copies of all previous reports and relevant images, when requested by an external practitioner for continuing patient care.
- Knows the routine for emergency reporting.
- Notifies appropriate health centers, other agencies of urgent findings
- Uses courteous and efficient telephone manners.
- Maintains computerized radiology program for patient records, results and reports for distribution and tracking (RIS & PACS).
- Ensures that the ordering practitioner has completed the diagnosis and clinical history on the requisition. Documents exceptions.
- Ensures that all reports are returned and reviewed in a timely manner, and that all stat or urgent reports are sent to a physician for review ASAP. These actions must be documented.
- Assists with purging of old files as required.

6. Demonstrates and maintains excellent, effective and confidential written, verbal and electronic communication with clients, Diagnostic Imaging staff, Senior Management Team, Physicians, Radiologist and visiting Specialists, and other members of the interdisciplinary health team.**Main Activities:**

- Maintains at all times professional attitude and mannerisms. Shows courtesy, respect and kindness at all times when interacting with clients, hospital staff and public to develop an excellent rapport. This includes the use of appropriate language and tone with an awareness of body language.
- Demonstrates effective and confidential verbal, written and electronic communication with onsite practitioners, specialists, co-workers, other members of the interdisciplinary team and clients to ensure excellent client service and public relations.
- Communicates with sales and/or service representatives and instrument hotlines.
- Communicates with consulting Radiologists and other specialists when unusual situations arise, client related issues and /or when an abnormality needs attention.
- Effective, courteous electronic communication via email and text message.
- Effective and appropriate use of Diagnostic Imaging telephones is critical.
- Cooperates with co-workers and members of the interdisciplinary team to resolve internal and external Laboratory issues and to complete tasks in a manner that creates optimal client satisfaction.
- Liaisons with physicians, other departments in the hospital, community physician offices and off site Radiologists to maintain and improve the quality of Ultrasound service.
- Participates in interdisciplinary committees for problem solving, policy and procedure development and continuous quality improvement including but not limited to: Client Care Services; Infection Control; Occupational Health and Safety; Clinical Practice Advisory committee; Interdisciplinary rounds; and Diagnostic Services Advisory committee to the Department of Health and Social Services.
- Designs and implements requisitions and other report forms for distribution and statistics.
- Maintains knowledge of the current Radiology Information System (Medipatient) and other HRHSSA integrated systems to accession clients, enter data, monitor operation and investigate problems as required.

7. Demonstrates and maintains excellent, effective and confidential written, verbal and as part of

the Diagnostic Imaging team – provide exceptional customer service to all Ultrasound clients.

Main Activities:

- Assists patients to achieve their optimum level of health
- Advocate for the dignity and respect of all clients
- Promote autonomy of patients and help them to express their health needs and values to obtain appropriate information and services.
- Demonstrate patient and family centered care and quality principles in the provision of services to patients and families
- Respect cultural diversity
- Ensures the personal information of the patient is only shared with their permission or as legally required.
- Establishes good communication with the patient showing respect and dignity while providing privacy.
- Maintain a professional appearance and demeanor at all times when engaging with Ultrasound end users including patients, ordering practitioners, nursing staff and hospital administration.
- Comply with the organizational dress code policy
- Provide patient instructions and advice within the scope of the role of a Diagnostic Medical Sonographer as identified by the ARDMS and Sonography Canada.
- Ensure that all interactions with colleagues and clients are in accordance with the HRHSSA Harassment Free and Respectful Workplace policy. Participates in mandatory Cultural Awareness, Anti-Racism, Customer Service, etc. courses
- Responds to callbacks in a professional and timely manner.
- Providing a culture that will ensure clients have a voice and participate in their own personal care.
- Empowering clients through improving client satisfaction, enhancing the quality of care and ultimately the quality of life for our clients.
- Focusing on the experience of the client from their perspective and listening to their needs.
- Fostering collaboration between the client and organization by working together to achieve our goals.

8. Plans and organizes his/her own work and resources in collaboration with the Diagnostic Imaging team and the Diagnostic Services Manager and in accordance to the Collective agreement and the HRHSSA policies and procedures.

Main Activities:

- Participates in staff meetings.
- Builds team environment by communicating, supporting, cooperating and contributing in a positive manner to co-workers within the Diagnostic Imaging team and the multidisciplinary environment of HRHSSA.
- Follows set schedule according to the collective agreement and hospital policy to provide Ultrasound services. When possible, ensures advanced notice of leave requests to enable arrangement of back-up coverage.
- Provides support and task relief as required by co-workers.
- Reviews job description biannually or as needed and provides input on changes needed.
- Follows appropriate policy and procedures including technical, safety, confidentiality and personnel policies.
- Assists new staff and students when assigned.
- In collaboration with the Administrative Assistant team, the incumbent evaluates daily workload and events, and makes decisions to ensure the efficient operation of the Ultrasound department.
- The incumbent may be required to provide services after regular business hours to ensure urgent/emergent exams are completed in a timely manner.

9. Performs administrative duties including: Reviewing current procedures, accreditation preparation, preparing statistical reports, participating in interdisciplinary committees when required and ordering supplies from onsite stores.

Main Activities:

- Reviews all Ultrasound policies and procedures and manuals and participates in the revision process.
- Track stock items used and order supplies when additional items are required.
- Assures adequate supplies are assembled.
- Prepares the Ultrasound department to meet Accreditation Canada Diagnostic Imaging Standards and Guidelines to achieve Departmental Accreditation.
- Checks off and otherwise tracks pending reports on Ultrasound studies.
- Reviews returned Ultrasound reports for completeness and accuracy as per Accreditation Canada Guidelines.
- Participates on interdisciplinary committees for problem solving, policy and procedure development and continuous quality improvement including but not limited to: Client Care Services; Infection Control; Fire, Health and Safety; Interdisciplinary rounds and Labor Management.
- Assists in tabulating month end statistics as required by the Diagnostic Services Manager.
- Orders, reconciles and maintains supply inventory from stores department as needed and alerts Diagnostic Services Manager to low levels of external vendor supplies in a timely and written manner.
- Uses responsible practices which contribute to cost effective use of health care resources.
- Completes payroll callback/overtime sheets for submission to Diagnostic Services Manager for approval.
- Faxing of reports to external sources when results become available through verified fax numbers programmed into the Diagnostic Imaging fax machine.
- Address all incoming calls to designated work area including inquiries from clients and outside departments/facilities

10. Act as a resource for Sonography to ensure established procedures and policies are followed, and to enhance the awareness of the profession

Main Activities:

- Provide orientations to new staff on policies and procedures and HRHSSA workplace.
- Provide orientations to staff and clients in the proper preparation required for a given study to obtain optimal imaging to diagnose client issues.

11. Assists in planning education initiatives and training other members of the interdisciplinary team and Diagnostic Imaging staff in programs to enhance the quality of patient care and diagnostic services.

Main Activities:

- Participates in continuing education and training to maintain current applicable knowledge and competency in current best practice protocols and exam requirements
- Assists in planning and providing in-services, training and resources to other health care personnel, as requested by DSM or SMT.
- Participates in training of new staff and students.
- As required, teaches new instrumentation, procedures and maintenance to staff.

Position Role in Client & Staff Safety:

The HRHSSA is committed to creating a culture of safety throughout the organization. A culture of safety is necessary to provide optimal care to our clients, and a healthy workplace for staff. An organization with

a culture of safety is characterized by several elements:

- Client-centered care;
- Healthy workplace;
- Open communication; and a
- Blame-free and accountable environment.

All staff throughout the organization shares the responsibility for client and staff safety by:

- Demonstrating a commitment to safety;
- Complying with safety policies, procedures and best practices;
- Identifying and reporting safety issues; and
- Participating in safety initiatives.

Commitment to Client Centered Care

Recognizing that our clients are the experts for their own lives, the Hay River Health & Social Services Authority (HRHSSA) is committed to support our clients as leaders to accomplish the goals that they have set out for us in their personal care. The (HRHSSA) will endeavor to provide client centered care through the following:

- Involving clients in their care by reducing barriers that may inhibit our ability to help them.
- Providing a culture that will ensure clients have a voice and participate in their own personal care.
- Empowering clients through improving client satisfaction, enhancing the quality of care and ultimately the quality of life for our clients.
- Focusing on the experience of the client from their perspective and listening to their needs.
- Fostering collaboration between the client and organization by working together to achieve our goals.
- Providing continuous dialogue with the clients to ensure that each and every client is seen as a unique individual.
- Ensuring staff are provided with the training and tools required to complete the best job possible.

Criminal Record Check

Employment with the Hay River Health & Social Services Authority is contingent on providing a satisfactory criminal record check including the vulnerable sector check to the Human Resources Office prior to the official start date of a position.

KNOWLEDGE, SKILLS AND ABILITIES

The incumbent is registered with the ARDMS and/or Sonography Canada. This requires completion of a 2 year paramedical diploma plus a 28 **consecutive** month sonography program (This is the equivalent of a 3.5 year post-secondary study program which would normally run from September to April). Thirty hours of continuing sonography education must be completed every three years, to maintain accreditation standards, and stay current in new technologies and techniques in this dynamically changing professional environment. The incumbent must obtain minimum required continuing education credits to remain a registered member in good standing with the ARDMS and/or Sonography Canada.

The incumbent should have a sound knowledge of ultrasound physics and principles, machinery knobology, knowledge of quality control tests and how to use their results to troubleshoot the equipment, cross-sectional anatomy, as well as physiology and pathology of all areas to be examined sonographically. The incumbent must be able to distinguish between a normal variant and an acute, traumatic or pathological change. Failure to do so, can directly impact the care, treatment of the patient.

- The incumbent must demonstrate current technical skills and knowledge of current methodologies and/or instrumentation within the field by participating in ongoing continuing education.

- The incumbent must have the skill to follow the AIUM statements of scanning practices and the professional ethics to educate the local physicians in the prudent use of ultrasound.
- The incumbent should be flexible to meet the operational requirements of the department; this includes hours of work.
- The incumbent should demonstrate good organizational and time management skills with the ability to multitask
- The incumbent must be flexible and energetic with the initiative to get the job done well. This can include covering for absent staff or adapting/troubleshooting equipment breakdown.
- The incumbent must demonstrate the ability to communicate well by listening, speaking and writing effectively. The incumbent should be able to communicate with medical, non-medical personnel and all clients in order to contribute to the effective and efficient operation of the Diagnostic Imaging department. The incumbent should be pleasant and maintain a professional manner.
- The incumbent must be able to function as a contributing member of the multi-disciplinary team as well as be able to work independently. The incumbent must have good judgment in making appropriate and quick decisions in a professional manner, especially during emergency situations or when dealing with difficult or distraught clients.
- The incumbent must have the ability to recognize and respond appropriately to an emergency.
- The incumbent must be able to prioritize effectively and respond to changing workload demands.
- The incumbent must have strong organizational and interpersonal skills. The Sonographer often has to do very personal examinations while alleviating the client's anxiety.
- Must be aware of the importance of confidentiality and follow the established policy of the HRHSSA. The incumbent must comply with all legislation and procedures directing the handling of confidential patient and organizational information.
- The incumbent must practice safety precautions for lifting and moving heavy patients and equipment.
- The incumbent must possess computer literacy and have knowledge of diagnostic imaging software.
- The incumbent should have knowledge of PACS: enough to recognize when there are issues with images being transported to the server, and the ability to troubleshoot basic PACS issues i.e. no worklist on modality.
- The incumbent must demonstrate professional judgement with objectivity and fairness. The incumbent must have the ability to control personal emotions or bias to whatever the situation might be; show confidence, common sense and analytical thinking as well as motivation. This will help instill the patient's confidence in the technologist as well as the profession.
- The incumbent should possess knowledge and show sensitivity to a trans-cultural environment; awareness of how situations may affect staff and clients emotionally.

- The incumbent shows initiative in identifying problematic issues and takes a logical, responsible approach to problem solving. Demonstrates critical thinking.
- The discipline, in a northern workplace, requires the incumbent to have an awareness and sensitivity to the cross-cultural needs of the clients. In a Diagnostic Imaging department without a Radiologist on-site, great demands are placed on the ability of the individual to work independently and provide expertise beyond the normal scope of these disciplines.

HRHSSA requirements: CPR, WHMIS, Fire training, Fire and Disaster Plan routines, Handwashing, Customer Service, Respectful Workplace, OH&S Awareness, Reprocessing, Riskpro Training as well as Internet and e-mail application Training.

WORKING CONDITIONS

Working conditions identify the **unusual and unavoidable** externally imposed conditions under which the work must be performed and which create hardship for the incumbent.

Physical Demands in Radiology:

Demand	Frequency	Duration	Intensity
Moving heavy equipment and patients throughout the day. Must be able to move 50lbs (23kg)	daily	3 – 5 hours	High
Lifting and assisting patients to move into specific positions during the sonographic assessment	daily	5 – 7 hours	Moderate
Bending, leaning and working in awkward positions with prolonged standing or sitting	daily	3 – 5 hours	High

Physical Demands in Ultrasound:

Demand	Frequency	Duration	Intensity
Lifting and assisting patients to move into specific positions throughout scan Must be able to move 50lbs (23kg)	daily	3 - 4 hours	Moderate
Must use fine movement of shoulder, hand and wrist while applying pressure on the transducer and patient – potential for Repetitive Stress Disorder	daily	4 - 5 hours	High

Environmental Conditions

Demand	Frequency	Duration	Intensity
Exposure to communicable diseases, blood, body fluids, etc.	daily	7 hours	High
Constant low level noise from equipment	daily	7 hours	Low
Scanning in dimmed lighting – potential for eye strain	daily	4 – 5 hours	Moderate
Scanning in a room with poor temperature control	daily	3 – 4 hours	Low
Increased exposure to disinfectants; increased cleaning of patient areas due to higher infection control standards	daily	7 hours	Moderate

Sensory Demands

Demand	Frequency	Duration	Intensity
Use of combined senses of touch, sight and hearing throughout day	daily	7 hours	Moderate
The Sonographer must intensely study the small black and white screen while scanning patients with one hand and simultaneously using the other hand to adjust the equipment. Based on what is seen, the incumbent must make subtle moves(intense hand/eye coordination) to ensure the appropriate images are captured. The slightest move may result in missed pathological changes	daily	5 - 6 hours	High
The sonographer is required to palpate lumps on various parts of the body	daily	1 – 2 hours	Low

Mental Demands

Demand	Frequency	Duration	Intensity
Patients coming in to the department are often very ill or have severe trauma. The incumbent may be exposed to death/dying or other emotionally disturbing experiences. The incumbent must remain calm, controlled and professional while demonstrating compassion and quality care for the client, family and other health care team members.	This may not happen every day but the possibility exists daily	24 hours	High
The Sonographer is required to perform very personal examinations (vaginal, scrotum, breasts) giving the patient anxiety. Dealing with this may cause high levels of mental stress	weekly	2 - 4 hours	High

The incumbent has a significant lack of control over the work pace due to staff shortages. Physicians' ordering practices and frequent interruptions may lead to mental fatigue or stress. There is pressure to produce optimal images, which can be hampered by the patient's size, age, mental or physical condition, lack of preparation or their inability to speak or understand English.

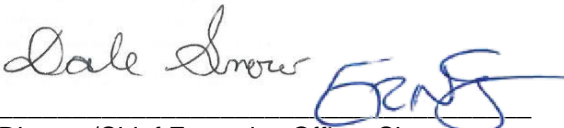
There is a great deal of pressure to help find an urgent diagnosis or to give an inquisitive patient an answer, which goes beyond our realm of expertise and authority.

The Sonographer is under considerable pressure to identify all pathological changes and ensure high quality images are produced, with no Radiologist for direction. This causes significant levels of mental stress and fatigue.

CERTIFICATION

Position Number:

<p>_____ Employee Signature</p> <p>_____ Printed Name</p> <p>_____ Date</p> <p>I certify that I have read and understand the responsibilities assigned to this position.</p>	<p>_____ Supervisor Title</p> <p>_____ Supervisor Signature</p> <p>_____ Date</p> <p>I certify that this job description is an accurate description of the responsibilities assigned to the position.</p>
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<p> _____ Director/Chief Executive Officer Signature</p> <p><u>19 September 2022</u> Date</p> <p>I approve the delegation of the responsibilities outlined herein within the context of the attached organizational structure.</p>

“The above statements are intended to describe the general nature and level of work being performed by the incumbents of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position”.

Revised August 2014
Editorial changes July 2015
Scope, Logo, editorial – 2017
Editorial changes; update mandatory training; formatting – 2019
Revised August 2022