



Inclusive

Compassionate

Progressive

Accountable

Radiographer Grade 1 - 4

Part-time – hours negotiable

Swan Hill District Health is pleased to offer the opportunity for an experienced Radiographer to join our highly committed and enthusiastic Radiology team. We are located within a busy hospital environment, dedicated to providing our community with a high quality Medical Imaging service.

About the role: The successful applicant will work in our progressive department that provides 24-hour clinical support to medical staff and other clinical departments as well as the surrounding catchment area of approximately 30,000 people. The successful applicant will have excellent Radiography skills, customer service skills, time management skills and the ability to work effectively within a team environment.

- Work hours required: negotiable with weekend work and on call work required.
- Workload consisting of general X-ray, CT, fluoroscopy, theatre and mammography.

About You:

- A Degree in Diagnostic Medical Imaging (or equivalent).
- Current, unencumbered Registration with the Australian Health Practitioner Regulation Agency
- Current, unencumbered, Radiation Use License issued by the Victorian Department of Health
- Certificate of Mammographic Practice (CPM) or eligibility to enrol
- Current Driver's Licence
- Excellent verbal and written communication skills
- Ability to work independently as well as in a team environment
- Demonstrated computer literacy and familiarity with RIS/PACS
- Current National Police Check & Working with Children's Check
- Current Immunisation Vaccinations including current Flu Vaccination, Serology evidence of immunisation status

About us: Swan Hill District Health is a 143 bed (including Aged Care), fully integrated rural public health facility servicing a greater community of around 35,000 people. Our vision at, Swan Hill District Health, is to provide clear, connected care, best experience for our community

SHDH is a compassionate, family friendly employer where every employee is a valued team member. Inclusive of a perfect work/life balance, SHDH also provides:

- ◆ A dynamic workplace
- ◆ Free onsite car parking
- ◆ Salary Sacrifice/Packaging
- ◆ Discounted Corporate gym memberships
- ◆ Professional Development opportunities
- ◆ Employee Assistance Program

Enquiries about this role should be directed to Sudha Lohat, Radiology Manager,
Ph: (03) 5033 9287 or E: slohat@shdh.org.au

To apply for this position: email the completed Application for Employment form, Cover letter, CV and response to the key selection criteria to employment@shdh.org.au.

You will find the full position description containing the key selection criteria & application for employment form in the attached documents.

Swan Hill District Health reserves the right to commence interview immediately upon receipt of applications.

Swan Hill District Health is an equal opportunity employer committed to diversity and inclusion. We welcome applications from Aboriginal and Torres Strait Islander people, people with diverse cultural and linguistic backgrounds and people with disability.



The Application for Employment form is required to be submitted with the following documents:

- ☐ Covering letter in support of application
- ☐ Response to Key Selection Criteria
- ☐ Applicants Curriculum Vitae

Position Applying for

General Information

Name

Address

Contact

Home phone

Mobile

Email

Are you of Aboriginal/Torres Strait Islander Origin? ☐ No ☐ Aboriginal ☐ Torres Strait Islander
(This question is voluntary)

Do you wish to be identified under this category? ☐ Yes ☐ No

Are you an Australian Citizen or Permanent Resident: ☐ Yes ☐ No Date of Grant/...../.....

If no, what is your current Visa Status – Visa type Expiry date/...../.....

Place/Country of issue: Issue Number:

Do you require sponsorship? ☐ Yes ☐ No

Conditions of Employment

Employment conditions are governed by the relevant Public Sector Health Industry Awards and EBAs relevant to the position applied for:

Initial employment is subject to:

- 6 months' probationary period (*with a review at 3 months.*)
- Requirement to work any shift
- Requirement to work in any department as required

Hours of Work – (Availability)

Discipline/Misconduct

Have you experienced discipline or misconduct action at any previous employment? ☐ Yes ☐ No

If **Yes**, please provide details:

Police and Working with Children Checks

Satisfactory Police Checks, and in some areas, Working with Children Checks are mandatory at the point of employment.

If you have a current Police Check and/or Working with Children Check, please show the check identifying numbers and the date of issue: _____

Upon engagement, you will be required to provide the necessary information to complete a Check. Please note that it is a condition of employment that you maintain a current satisfactory Police Check and, if required, Working with Children Check.

Pre-existing Health and Injury Declaration

Swan Hill District Health (SHDH) is committed to achieving a safe working environment for all employees. As part of this, it is our objective to ensure potential employees are not required to work in duties that they are not able to perform safely. As part of the application process for employment with SHDH, we request you to disclose any pre-existing injury or disease which may be adversely affected by the performance of the inherent requirements of the position you have applied for – as described in the Position Description for the position.

Pursuant to S.41 (1) and (2) of the *Workplace Injury Rehabilitation and Compensation Act 2013*, you are required to disclose to SHDH any pre-existing injury or disease that you have suffered of which you are aware, and could reasonably be expected to foresee, could be affected by the nature of this proposed employment.

Failure to make a disclosure, or the making of a false or misleading disclosure, would disentitle you to compensation pursuant to the *Workplace Injury Rehabilitation and Compensation Act 2013* should you suffer any reoccurrence, aggravation, acceleration, exacerbation or deterioration of your pre-existing injury or disease arising out of, or in the course of, or due to the nature of with SHDH. SHDH will rely upon any failure to disclose in accordance with the provisions of the *Workplace Injury Rehabilitation and Compensation Act 2013* as grounds for denying compensation in accordance with S.41 (1) and (2).

Should any alteration, change or rearrangement be necessary to enable you to carry out the inherent requirements of the position, we also request that you disclose these requirements. SHDH is an equal opportunity employer and will arrange any reasonable adjustment to enable a person with a disability to perform the inherent requirements of the position and therefore compete equally with other applicants for this position. Please disclose in the place below any pre-existing injury or diseases that you suffer from, or have suffered from, which could be affected by the nature of your proposed employment with Swan Hill District Health.

Disclosure advice: - (to be completed by the applicant)

I confirm that I have read and understood the contents of the above information and state that I have disclosed all relevant information in relation to my health and physical ability to carry out the inherent requirements of this position.

Signature of applicant: _____

Date:/...../.....

NOTE: If providing this form electronically, you accept that the information is true and correct by the action of submitting the form. You will be requested to sign the printed version at your interview if you are selected.

Enquiries:

Email address: employment@shdh.org.au

Phone: 03 50339315

Postal Address: PO Box 483 SWAN HILL VIC 3585

Position:	Medical Imaging Technologist – Radiographer Grade 1
Classification:	MED IMAG TECH GR1 YR7
Department:	Radiology
Reports to:	Radiology Manager
Position Summary:	The primary purpose of this position is to provide professional, qualified radiographic services to the Health Service and other health providers referring to the Health Service.
Responsibilities:	<ul style="list-style-type: none"> • The Medical Radiation Technologist (MIT) is personally accountable for their work and professional conduct and shall adhere to The Guidelines for Professional Conduct for Radiographers and Radiation Therapists as issued by the Australian Institute of Radiography. • Undertake radiological imaging examinations including general x-ray, and other modality imaging as requested by the Chief M.I.T, their deputy or shift supervisor. • Perform such radiographic examinations as requested in writing by a qualified medical officer. Perform such examinations in accordance with standard radiographic practice, departmental policy and the Guidelines for Professional Conduct for Radiographers of the Australian Institute of Radiography and/or AHPRA • Undertake training in other imaging modalities as required by Chief MIT • Consistent with examination requirements, afford radiation protection to patients by all appropriate means. • Ensure a level of patient care so that the patient's comfort, dignity and safety are maintained at all times • Ensure that imaging equipment is used in an appropriate manner at all times. Report any faults or problems to the Chief MIT, Deputy Chief MIT or the shift supervisor in a timely fashion. • Ensure that rooms and equipment are kept neat, tidy and clean complying with the Health Service's Infection Control Policy and Protocol. • Complete all such clerical duties as are normally associated with the medical imaging of patients in the Radiology Department, including processing of request forms, patient scheduling, recording of examinations, handling enquires re such procedures and preparing images for transmission via the PACS system for reporting • Ensure that the computer record for each patient is correct and entered into the Radiology Information System and /or PACS and any other clerical duties associated with the examination are carried out. • Ensure that all images are correctly identified and labelled with appropriate markers. • Ensure that all details pertaining to a patient's identification is correct. • Ensure all clerical aspects of a patient examination are completed accurately and in a timely fashion, including entry on the radiology information system (currently Comrad), correct identification of patient information on images, scanning of appropriate paperwork into the episode and correct transmission for reporting. • When requested, assist other hospital staff on matters relating to

	<p>radiology reports and medical images.</p> <ul style="list-style-type: none"> • Complete other such clerical or statistical documentation as requested by the Chief MIT or their Deputy. • Continually upgrade knowledge for personal and professional development. Keep up-to-date with modern trends, techniques and practices in the field of Radiological imaging. • It is each employee's own responsibility to meet the Continual Professional Development (CPD) requirements set by governing, regulatory and professional bodies. • When requested, assist in the organising of staff training and development for Radiology personnel. Participate in departmental on-going education programmes and presenting to staff from within the department. If requested by the chief MIT, their deputy or the tutor MIT present to other Health Service staff. • Any other relevant duties as requested by the Chief Medical Imaging Technologist or his/her appointee. • Attend scheduled staff meetings at the request of the Chief Medical Imaging Technologist.
Key Selection Criteria:	<p><i>Essential:</i></p> <ul style="list-style-type: none"> • A completed degree or award in Medical Imaging science. • Current, provisional Registration with the Australian Health Practitioner Regulation Agency • Current National Police Check • Evidence of immunisation records/history as part of the Health Services Act 1988, 2020 Amendment (Mandatory Vaccination of Healthcare Workers), through either documentation or copy of serology report. It is required that there is immunization for all vaccine preventable illnesses. <p><i>Desirable:</i></p> <ul style="list-style-type: none"> • Basic Life Support (BLS) qualification • Excellent verbal and written communication skills • Ability to work independently as well as in a team environment • Demonstrated computer skills and familiarity with RIS/PACS • Understanding of OH&S and Infection Control • A commitment to Continuing Professional Development (CPD) and other Quality Assurance (QA) activities. • Possess a positive attitude and sound work ethic towards the daily tasks required. • Promotes a culture of co-operation and teamwork within the Radiology Department, and between other departments.
Salary/Award:	Health and Allied Services, Managers and Administration Officers Agreement.
First Nations:	Swan Hill District Health would like to acknowledge First Nations communities of Wamba Wamba, Wadi Wadi, Barapa Barapa, Latji Latji and the Tatti Tatti people on whose land, we work and live. We pay respect to all Elders past and present and honour their connection to the land and water.
Continuous Quality Improvement:	<ul style="list-style-type: none"> • Each staff member is expected to demonstrate a commitment to best practice. • All staff shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high quality health care. • All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards.

	<ul style="list-style-type: none"> It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies & Protocols. We recognise diversity is part of every person & as such providers of health care must be actively involved in developing models of care that are person centered.
Person Centered Care:	The Health Service supports in its values the philosophy of Person Centered Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care.
Child Safety:	<p>All children have the right to feel and be safe. Keeping children safe is everyone's responsibility. SHDH is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them.</p> <p>SHDH have zero tolerance to child abuse.</p> <p>Each employee has a responsibility to adhere to this requirement. Any breach of this standard will result in disciplinary action.</p>
Our Purpose:	<p>Connected Care / Best Experience</p> <p>SHDH commits to meet the growing health care needs of our community through our new vision to provide better-connected care and to achieve the best care experience.</p>
Privacy and Confidentiality:	<p>SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection.</p> <p>Each employee has a responsibility to adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.</p>
Mandatory Training:	All employees must be aware of and complete designated mandatory training within the required time frame.
Safety:	<p>RESPONSIBILITIES: It is the responsibility of every staff member to:</p> <ul style="list-style-type: none"> Take reasonable care for your safety and the safety of others while at work. Report accidents, incidents and potential hazards as soon as reasonably practicable to your supervisor and record on VHIMS reporting system. Advise your supervisor if you have an injury or illness that may affect your ability to perform the inherent requirements of your position. Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual. Complete all Mandatory training requirements as identified and directed. Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures.
Asset Management:	Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.
Review:	Completion of My Work Plan on a yearly basis.
Previous Revision dates:	October 2006, July 2011,

Current:	Oct 2017
Managers Name:	Kate Irons
Managers Signature:	
Employees Name:	
Employees Signature:	



Position:	Medical Imaging Technologist – Radiographer Grade 2
Classification:	Med Imag Tech Gr2 (Year Level In Accordance With Experience)
Department:	Radiology Department
Reports to:	Radiology Manager
Position Summary:	<p>The purpose of this position is to provide high quality radiographic medical imaging. The employee in this position may have also successfully completed 12 months of a 2 year Diploma in Medical Ultrasound.</p> <p>The Grade 2 position is one based both on experience and competency in a range of modalities. As a guide this would ordinarily mean experience and competency or supervising responsibility in any two (2) of the following modalities</p> <ul style="list-style-type: none">• General Radiography (which includes, Mobile, Fluoroscopy and Theatre)• Mammography• Computed Tomography• Clinical Facilitation & Education• Quality Assurance <p>The position therefore requires that incumbents to the position demonstrate the skill, knowledge, and professional practice that can be readily modelled by more junior professionals</p> <p>The Radiology Department has to operate effectively as a 24/7 operation. In addition to standard business hours, Employees appointed to this position may be required to undertake a reasonable amount of Weekend duty, On-Call duty and / or Overtime duty.</p> <p>This Position Description will be modified and will evolve as the role of a Grade 2 Radiographer evolves. This Position Description may be modified by, but not limited to</p> <ul style="list-style-type: none">• Changes to applicable industrial agreements• Changes in policies, procedures or protocols of Swan Hill District Health and the Radiology Department <p>Any changes implemented by an existing or future registration or licensing body responsible for professional practice and / or standards.</p>
Responsibilities:	<ul style="list-style-type: none">• The Employee in this position is personally accountable for their work and professional conduct and shall adhere to The Guidelines for Professional Conduct for Radiographers and Radiation Therapists and Sonographers as issued from time to time by the Australian Institute of Radiography (Current 2007).• Operate within the scope of practice determined by the requirements of this role, professional qualifications, experience and credentialing requirements.• Perform radiographic examinations as requested in writing by a qualified medical officer or any other authorised person.• Undertake radiological imaging examinations including general x-ray, and

other modality imaging as requested by the Chief M.I.T, their deputy or shift supervisor.

- Perform examinations in accordance with standard radiographic practice, departmental policy and the Guidelines for Professional Conduct for Radiographers of the Australian Institute of Radiography and/or AHPRA
- As a Grade 2 Radiographer you are expected to provide a high level of professional practice that junior and intern radiographers can model.
- Actively ensure that examination workflow is appropriately managed, and assist to ensure that meal /tea breaks are taken appropriately.
- Assist in mentoring junior staff and provide guidance with managing workflow, managing examinations etc, as necessary
- Consistent with examination requirements, afford radiation protection to patients by all appropriate means.
- As a Grade 2 Radiographer, ensure that imaging equipment is used in an appropriate manner at all times.
- As a Grade 2 Radiographer be proactive in attending to faults and organising rectification of faults according to Dept protocol.
- Ensure that rooms and equipment are kept neat, tidy and clean complying with the Health Service's Infection Control Policy and Protocol. In this manner provide a good role model for junior and intern radiographers
- Ensure a high level of patient care so that the patient's comfort, dignity and safety are maintained at all times.
- Complete all such clerical duties as are normally associated with the examination of patients in the Radiology Department are complete promptly and accurately, including processing of request forms, patient scheduling, recording of examinations, handling enquires re such procedures and preparing images for transmission via the PACS system for reporting
- Ensure that the computer record for each patient is correct and entered into the Radiology Information System and /or PACS and any other clerical duties associated with the examination are carried out.
- Ensure that all images are correctly identified and labelled with appropriate markers.
- Ensure that all details pertaining to a patient's identification are correct prior to examination.
- When requested, assist other hospital staff on matters relating to radiology reports and medical images.
- Complete other such clerical or statistical documentation as requested by the Chief MIT or their Deputy.
- Continually upgrade knowledge for personal and professional development. Keep up-to-date with modern trends, techniques and practices in the field of Radiological imaging.
- It is each employee's own responsibility to meet the Continual Professional Development (CPD) requirements set by governing, regulatory and professional bodies.
- When requested, assist in the organising of staff training and development for Radiology personnel. Participate in departmental on-going education programmes and presenting to staff from within the department. If requested by the Chief MIT, their Deputy present to other Health Service staff.
- Any other relevant duties as requested by the Chief Medical Imaging Technologist or his/her appointee.
- Attend scheduled staff meetings at the request of the Chief Medical Imaging Technologist.

Key Selection Criteria:	<p><i>Essential:</i></p> <ul style="list-style-type: none"> • A completed degree or award in Medical Imaging Science. • Current, unencumbered Registration with the Australian Health Practitioner Regulation Agency • A current, unencumbered, Use License issued by the Victorian Department of Health • At least 3 years post qualification experience. • Competency or supervising responsibility in any two (2) of the following modalities <ul style="list-style-type: none"> ○ General Radiography (which includes Mobile, Fluoroscopy and Theatre) ○ Mammography ○ Computed Tomography ○ Clinical Facilitation & Education ○ Quality Assurance • Drivers License • Current National Police Check • Evidence of immunisation records/history as part of the Health Services Act 1988, 2020 Amendment (Mandatory Vaccination of Healthcare Workers), through either documentation or copy of serology report. It is required that there is immunization for all vaccine preventable illnesses. <p><i>Desirable:</i></p> <ul style="list-style-type: none"> • CT and or Mammography experience • Basic Life Support (BLS) qualification • Excellent verbal and written communication skills • Ability to work independently as well as in a team environment • Demonstrated computer skills and familiarity with RIS/PACS • Understanding of OH&S and Infection Control • A commitment to Continuing Professional Development (CPD) and other Quality Assurance (QA) activities. • Possess a positive attitude and sound work ethic towards the daily tasks required. • Promotes a culture of co-operation and teamwork within the Radiology Department, and between other departments.
Salary/Award:	Health and Allied Services, Managers and Administration Officers Agreement.
First Nations:	Swan Hill District Health would like to acknowledge First Nations communities of Wamba Wamba, Wadi Wadi, Barapa Barapa, Latji Latji and the Tatti Tatti people on whose land, we work and live. We pay respect to all Elders past and present and honour their connection to the land and water.
Continuous Quality Improvement:	<ul style="list-style-type: none"> • Each staff member is expected to demonstrate a commitment to best practice. • All staff shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high quality health care. • All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards. • It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies & Protocols. • We recognise diversity is part of every person & as such providers of health care must be actively involved in developing models of care that

	are person centered.
Person Centered Care:	<p>The Health Service supports in its values the philosophy of Person Centered Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care.</p> <p>We recognise diversity is part of every person & as such providers of health care must be actively involved in developing models of care that are person centered.</p>
Child Safety:	<p>All children have the right to feel and be safe. Keeping children safe is everyone's responsibility. SHDH is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them.</p> <p>SHDH have zero tolerance to child abuse.</p> <p>Each employee has a responsibility to adhere to this requirement. Any breach of this standard will result in disciplinary action.</p>
Our Purpose:	<p>Connected Care / Best Experience</p> <p>SHDH commits to meet the growing health care needs of our community through our new vision to provide better-connected care and to achieve the best care experience.</p>
Privacy and Confidentiality:	<p>SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection.</p> <p>Each employee has a responsibility to adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.</p>
Mandatory Training:	All employees must be aware of and complete designated mandatory training within the required time frame.
Safety:	<p>RESPONSIBILITIES: It is the responsibility of every staff member to:</p> <ul style="list-style-type: none"> • Take reasonable care for your safety and the safety of others while at work. • Report accidents, incidents and potential hazards as soon as reasonably practicable to your supervisor and record on VHIMS reporting system. • Advise your supervisor if you have an injury or illness that may affect your ability to perform the inherent requirements of your position. • Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual. • Complete all Mandatory training requirements as identified and directed. • Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures.
Asset Management:	Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.
Review:	Completion of My Work Plan on a yearly basis.
Previous Revision dates:	May 2011, June 2021

Current:	Feb 2024
Managers Name:	Natalie Barnes
Managers Signature:	
Employees Name:	
Employees Signature:	



Position:	Medical Imaging Technologist - Sonographer/Radiographer Grade 3
Classification:	Sonographer Grade 3 (Year level in accordance with experience)
Department:	Radiology
Reports to:	Chief Medical Imaging Technologist
Position Summary:	<p>The purpose of this position is to provide high quality medical imaging in relation to both ultrasound and radiographic service areas.</p> <p>Provide high level technical skills and customer service to facilitate the delivery of a high quality radiology service to the community and referring clinicians.</p> <p>Carry out designated tasks in a timely and respectful manner in response to organizational requirements.</p> <p>Contribute to an environment of multidisciplinary team work, working co-operatively, sharing roles and responsibilities to meet the needs to Swan Hill District Health Radiology.</p> <p>As well as being a Sonographer, the employee in this position will need to be a qualified Radiographer and will therefore be expected to provide a high level of additional medical imaging services for the Department.</p> <p>The Radiology Department is required to operate effectively as a 24/7 operation. In addition to standard business hours, Employees appointed to this position may be required to undertake a reasonable amount of Weekend duty, On-Call duty and / or Overtime duty.</p> <p>This Position Description may be modified by, but not limited to:</p> <ul style="list-style-type: none">• Changes to applicable industrial agreements• Changes in policies, procedures or protocols of Swan Hill District Health and the Radiology Department• Any changes implemented by an existing or future registration or licensing body responsible for professional practice and / or standards.
Responsibilities:	<ul style="list-style-type: none">• Sonography: provision of a sonographic service in accordance with departmental policy and protocols, ensuring all examinations meet professional and legal requirements, whilst processed in a timely manner.• Radiography: undertaking radiological imaging as required or requested by the Radiology Manager. The work to be performed must be in accordance to professional standards and codes of conduct and ethics issued by the relevant professional association• Customer Service: ensuring excellence in the delivery of customer service to all patients, staff and clinicians, facilitating improved patient outcomes in a caring, trusted and safe environment for patients and staff.• The Employee in this position is personally accountable for their work and professional conduct and shall adhere to professional standards and codes of conduct and ethics issued by the relevant professional association• Ensure that all accreditation registration requirements are current and

	<p>valid, and continuing professional development is maintained to ensure skill set and knowledge is continually improving.</p> <ul style="list-style-type: none"> • Contribute to collaborative approach to multidisciplinary team work both within the department and organisation wide • Ensure accuracy in all administration activates that correspond to the role, including correct Medicare Coding, review and support in the provision of urgent and non urgent radiology appointments. • Collaborating with both clinical and administrative team members to ensure efficient and effective workflow and processing of patients, ensuring patients safety and a high level of customer satisfaction is maintained. • Attend and participate in meetings, engaging in team building activities and positively engaging in Hardwiring Excellence framework, fostering an environment of staff recognition, trust and support. • Participate actively and positively in promoting Work Health and Safety, reducing all hazards and incidents within the workplace and reporting where required.
Key Selection Criteria:	<p><i>Essential:</i></p> <ul style="list-style-type: none"> • Graduate Diploma Medical Ultrasound (or equivalent) with competency in the provision of the full range of ultrasound examinations. • Degree in Medical Radiation Science (or equivalent) • Current, unencumbered Registration with the Australian Health Practitioner Regulation Agency • Current, unencumbered, Radiation Use License issued by the Victorian Department of Health. • Current, unencumbered Registration with the Australian Sonographer Accreditation Registry (ASAR) • Current Driver's License • Current National Police Check • Evidence of immunisation records/history as part of the Health Services Act 1988, 2020 Amendment (Mandatory Vaccination of Healthcare Workers), through either documentation or copy of serology report. It is required that there is immunization for all vaccine preventable illnesses. <p><i>Desirable:</i></p> <ul style="list-style-type: none"> • Demonstrate the ability to relate to referring practitioners and departments as required, providing appropriate examinations according to the appropriate priority • Demonstrate excellent communication skills, both written and oral, with proven ability to interact and communicate with a diverse range of people at all levels • Ability to deliver outstanding customer service to both internal and external customers, including patients, staff and referring practitioners • Demonstrate organisational skills, particularly time management, with the ability to work under pressure and meet required deadlines • Flexibility to operate in an environment that requires constant prioritising of workload and competing demands • Possess a personal approach that is positive, enthusiastic and friendly, with a strong work ethic towards all tasks • A willingness and ability to learn and demonstrate ongoing Professional Development • Ability to work a full range of roster shift requirements, including on call and weekends.
Salary/Award:	Salary in accordance with Allied Health Professionals (Victorian Public Health Sector) <i>Single Interest Enterprise Agreement</i> .

First Nations:	Swan Hill District Health would like to acknowledge First Nations communities of Wamba Wamba, Wadi Wadi, Barapa Barapa, Latji Latji and the Tatti Tatti people on whose land, we work and live. We pay respect to all Elders past and present and honour their connection to the land and water.
Continuous Quality Improvement:	<ul style="list-style-type: none"> Each staff member is expected to demonstrate a commitment to best practice. All staff shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high quality health care. All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards. It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies & Protocols.
Person Centered Care:	<p>The Health Service supports in its values the philosophy of Person Centered Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care.</p> <p>We recognise diversity is part of every person & as such providers of health care must be actively involved in developing models of care that are person centered.</p>
Child Safety:	<p>All children have the right to feel and be safe. Keeping children safe is everyone's responsibility. SHDH is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them.</p> <p>SHDH have zero tolerance to child abuse.</p> <p>Each employee has a responsibility to adhere to this requirement. Any breach of this standard will result in disciplinary action.</p>
Our Purpose:	<p>Connected Care / Best Experience</p> <p>SHDH commits to meet the growing health care needs of our community through our new vision to provide better connected care and to achieve the best care experience.</p>
Privacy and Confidentiality:	<p>SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection.</p> <p>Each employee has a responsibility to adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.</p>
Mandatory Training:	All employees must be aware of and complete designated mandatory training within the required time frame.
Safety:	<p>RESPONSIBILITIES: It is the responsibility of every staff member to:</p> <ul style="list-style-type: none"> Take reasonable care for your safety and the safety of others while at work. Report accidents, incidents and potential hazards as soon as reasonably practicable to your supervisor and record on VHIMS reporting system. Advise your supervisor if you have an injury or illness that may affect your ability to perform the inherent requirements of your position.

	<ul style="list-style-type: none"> • Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual. • Complete all Mandatory training requirements as identified and directed. • Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures.
Asset Management:	Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.
Review:	Completion of My Work Plan on a yearly basis.
Previous Revision dates: Current:	March 2021
Managers Name:	Kate Irons
Managers Signature:	
Employees Name:	
Employees Signature:	