

Job Title:	Sonographer
Position Code:	WBM-RAD-00400, WBM-RAD-00401
Reports To:	Chief Technologist, Radiologist & Head of Diagnostic Imaging
Department/Division:	Medical Department – Diagnostic Imaging Division

Primary Purpose of the Job:

The Staff Sonographer performs departmental ultrasound examinations, assists the radiologists during procedures, produces high quality images. Serves the following age – specific patient populations- paediatrics, adolescents, adults and geriatrics.

Principal Accountabilities & Responsibilities:

1. Uses two patient identifiers.
2. Compares doctor's order to requisition for accuracy.
3. Performs the correct exam.
4. Includes all anatomy required to produce an adequate exam.
5. Practices safe use of cleaning agent when cleaning probes
6. Routinely demonstrates the ability to prioritize workload.
7. Coordinates multiple exams into the proper sequence to ensure no conflicts of exams.
8. Assesses the doctor's order and the patient's diagnosis to determine optimal images.
9. Assesses patient's condition, comfort, and safety during procedures.
10. Observes and reports to physician any change in patient's condition during the procedure.
11. Knowledge of ultrasound physics and implementing knowledge to reduce image Artifact.
12. Communicates accurate patient information in a timely manner to peers, physicians, and other.
13. Ensuring patient safety, monitoring the patient for potentially dangerous physical and/or emotional change.
14. Evaluating test results for clarity and accuracy
15. Uses all diagnostic, computer, and communication equipment within safe limits.
16. Correlate the patient's clinical history with the requested examination to be performed and obtain the results from previous pertinent diagnostic tests to correlate with the ultrasound study.
17. To use the Medical Information Management System to match the patient with the correct pathology request and laboratory results.
18. Consult with staff physicians from a variety of specialties such as obstetrics, gynaecology, cardiology and surgery regarding the patient's pertinent past medical history, preliminary diagnosis, and condition so it correlates with the ultrasound examination.
19. Other duties as assigned by Chief Technologist & Radiologist.

Decision Making Authority:

- ❖ Performs diagnostic procedure with supervision of Radiologist & Chief Tech.

Qualifications, Knowledge, Skills & Experience:

A. Education

- ❖ High School graduate or equivalent required.
- ❖ American Heart Association (AHA) BCLS Certification required.
- ❖ Graduate of accredited school of radiologic technology and/or a graduate of a 1-year Ultrasound program desired.

B. Experience

❖ Minimum 3 years of experience in Diagnostic Imaging specialised in Ultrasound. (Essential)
❖ Experience in the use of fully automated and computerised Diagnostic Imaging machines. (Preferred)
C. Required Certification/Licensure/Registration:
❖ Licensed Radiology Technician, Ultra sonographer or Technologist, registered with Qatar Council for Healthcare Practitioners (QCHP). (Essential)
D. Skills & Other special features
❖ Extensive experience and a successful track record in Diagnostic Imaging Medical Information Management System are to be considered.
❖ Fluency in spoken and written English. (Essential) Arabic is preferred.
❖ Able to identify different colours. (Essential)
❖ Must Maintain patient confidentiality. (Essential)
❖ Managerial skills, i.e. supervision of staff, administrative procedures, preparation of budgets and store inventory management. (Preferred).
❖ Good organization and computer skills. Ability to communicate effectively with all levels of employees.
❖ Contacts: Direct contact with patients, physicians, and WBM medical staff and patients. Communication with accreditation/certification auditing agencies, other hospitals and health care organizations.
❖ Budget Dimensions: Monitor expenditure of the concerned laboratory area. Prepare the inventory of the different laboratory machines. Keep Chief Tech informed about the status of the consumables of the laboratory.
❖ Problem Solving: Able to make sense of a wide range of information. Logical when thinking through issues. Should have a good manner and diplomatic approach to problem solving with patients. Has an adequate analysis and problems solving skills.

AGREEMENT (FOR INDIVIDUAL JOB DESCRIPTION)

I, the undersigned, hereby acknowledge that I have read my job description and understand its content. I agree to demonstrate the application of this job description in my day-to-day activities and in accordance with the Mission, Vision, and Values of West Bay Medicare.

CHECKED AND VERIFIED BY

(Write-in BLOCK Letters)	Staff No.	Date	Signature
Reviewed by Job Holder:			
Endorse by First Supervisory Level:			
Endorsed by QSM:			
Checked & Verified by HRM:			