

	Hospital Name:		Document No:	QUXAT/H/F/88
	Title	Radiology Technician – Job Description	Page No:	Page 1 of 1

Name of the Radiology Technician:

Qualifications:

Employee ID/Biometric ID:

Department:

The following is job description of the Radiology Technician:

1. Organizes work by matching computer orders with radiology investigation labeling; sorting investigations; checking labeling; logging tests; arranging reports for delivery; keeping work surfaces and equipments clean and orderly.
2. Maintains quality results by running test as per standards, verifying equipment function through routine equipment maintenance and advanced trouble shooting; coordinating with services personnel for calibrating the equipment; monitoring quality control measures and protocols as per manufacturer instructions
3. Serves as technical resource by participating in staff training; answering questions of other professionals; participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
4. Identifies and communicates abnormal patient conditions by alerting supervisory personnel, the radiologist, the patient physician, or nurse; reporting mandated information to designated officials.
5. Provides test results for patient diagnosis and treatment by operating radiology equipment; performing relevant test procedures
6. Contributes to a safe and secure environment for patients, visitors, physicians and co-workers by following established standards and procedures; complying with legal regulations.
7. Maintains patient privacy and confidence by keeping patient information confidential.
8. Serves and protects the hospital community by adhering to professional standards, hospital policies and procedures, legal requirements
9. Enhances laboratory services and hospital reputation by accepting ownership and exploring opportunities to add value to job accomplishments.

A copy of the above document is provided to the employee by the HR office. The employee has received the copy of the document and will be abide by the job descriptions defined in the above document

\_\_\_\_\_  
HR Manager/Authorized Signatory

\_\_\_\_\_  
Employee Signature

Prepared by:	Issued by:	Reviewed by:	Approved by:	Amend Date:	Copy No:
Quality Manager	NABH Coordinator	Medical Superintendent	Medical Director	Amendment No:	
Signature:	Signature:	Signature:	Signature:	Issue Date:	Issue No: