



Provincial Job Description

TITLE:
**(198) Magnetic Resonance Imaging
Technologist Working
Supervisor**

PAY BAND:
19

FOR FACILITY USE:

SUMMARY OF DUTIES:

Responsible for the administration and supervision of Magnetic Resonance Imaging (MRI) services. Performs diagnostic Magnetic Resonance Imaging scans for the diagnosis and tracking of disease and pathology.

QUALIFICATIONS:

- ◆ **Magnetic Resonance Imaging (MRI) Technology diploma**
- ◆ **Drug administration and intravenous injection training, where required by the job**
 - ◆ **Certified as an MRI Technologist by the Canadian Association of Medical Radiation Technologists**
 - ◆ **Registered with the Saskatchewan Association of Medical Radiation Technologists**

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ **Intermediate computer skills**
- ◆ **Analytical skills**
- ◆ **Ability to work independently**
- ◆ **Interpersonal and communication skills**
- ◆ **Leadership and organizational skills**
- ◆ **Valid drivers license, where required by the job**

EXPERIENCE:

- ◆ **Previous: Thirty-six (36) months previous experience as an MRI Technologist to consolidate knowledge and skills.**

KEY ACTIVITIES:

A. Supervision / Administration

- ◆ **Supervises and prioritizes the daily work of all staff.**
- ◆ **Schedules staff and deals with staff payroll issues.**
- ◆ **Participates in staff recruitment and performance evaluations and performance reviews.**
- ◆ **Maintains supplies and resources.**
- ◆ **Develops MRI protocols, policies and procedures; ensures appropriate policies and standards are implemented and maintained.**
- ◆ **Provides input into budgetary planning and resource allocation.**
- ◆ **Provides input into the selection of new equipment (e.g., liaises with vendors when applicable).**
- ◆ **Communicates, educates and coordinates with radiologists, managers, physicians, and staff as appropriate to maintain and improve MRI services.**
- ◆ **Gathers and analyzes statistics for MRI services.**
- ◆ **Provides orientation and instruction/training to staff.**
- ◆ **Operates computer systems (e.g., MRI equipment, hospital information system).**

B. Clinical Coordination / Instruction

- ◆ **Acts as a liaison (employer representative) with the educational institution.**
- ◆ **Organizes, orientates, coordinates, instructs, monitors and documents students.**
- ◆ **Evaluates practical and theoretical education of students and reports/documents student progress to the educational institution.**
- ◆ **Recognizes individual student concerns or personal difficulties and offers appropriate assistance.**
- ◆ **Prepares and conducts tutorials/review sessions.**
- ◆ **Maintains an up-to-date library of texts and teaching material.**

C. Quality Assurance / Quality Control

- ◆ **Establishes, maintains and ensures compliance with Quality Assurance/Quality Control programs as required by local protocols and government regulations.**
- ◆ **Establishes and maintains preventative maintenance programs by maintaining instrument logs, troubleshooting and recognizing equipment malfunctions.**

D. Medical Resonance Imaging Procedures

- ◆ Screens patients for magnetic resonance safety/compatibility (e.g., ferrous metal)
- ◆ Prepares patient (e.g., identification, consent, allergy history, medications, medical condition, instruction of procedure.)
- ◆ Prepares and initiates intravenous contrast media, when required.
- ◆ Administers oral contrast media and sedation, when required.
- ◆ Manage client waiting list and booking system.
- ◆ Images patients as requisitioned.
- ◆ Monitors and assesses patient during procedure.
- ◆ Responds appropriately to adverse reactions by adjusting procedures.
- ◆ Manipulates/critiques acquired images utilizing computer software to enhance visualization of image.
- ◆ Sorts and archives images/films.
- ◆ Disposes of biohazardous waste, as per departmental procedures and policies.

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Any revisions of this document recommended by the Joint Job Evaluation Maintenance Committee must be approved by the Parties.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

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