



# *Provincial Job Description*

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***TITLE:*** (306) Nuclear Medicine Technologist & Instructor  
***PAY BAND:*** 19

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***FOR FACILITY USE:***

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***SUMMARY OF DUTIES:***

Responsible for coordination and instruction of students. Performs technical procedures utilizing radiation and/or radioactive materials for the diagnosis and tracking of disease and pathology.

***QUALIFICATIONS:***

- ◆ Nuclear Medicine Technology diploma
  - ◆ Certified by Canadian Association of Medical Radiation Technologists
  - ◆ Registered with Canadian Association of Medical Radiation Technologists
  - ◆ Registered with Saskatchewan Association of Medical Radiation Technologists

***KNOWLEDGE, SKILLS & ABILITIES:***

- ◆ Intermediate computer skills
- ◆ Interpersonal, organizational and communications skills
- ◆ Analytical skills
- ◆ Ability to work independently
- ◆ Ability to teach adults

## ***EXPERIENCE:***

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

## ***KEY ACTIVITIES:***

### **A. Education/Instruction**

- ◆ **Organizes and participates in the annual selection of Saskatchewan students for the Nuclear Medicine Technologist program in association with SAIT.**
- ◆ **Corresponds with and advises successful and unsuccessful applicants.**
- ◆ **Promotes and has input into the vision and strategic plan for the training program.**
- ◆ **Schedules education activities.**
- ◆ **Assures accuracy and completeness of the Nuclear Medicine Technologist program.**
- ◆ **Participates on the Nuclear Medicine Advisory Committee.**
- ◆ **Regularly assesses and informs the students regarding their progress.**
- ◆ **Acts as a liaison between staff (preceptors) and students.**
- ◆ **Promotes ongoing education within the Nuclear Medicine department and other clinical areas.**
- ◆ **Recognizes individual student concerns or personal difficulties and offers appropriate assistance or referrals.**
- ◆ **Assists students with the CAMRT certification process at the completion of their training.**
- ◆ **Responsible for student instruction, examinations, evaluations and maintenance of records during practicum.**

### **B. Diagnostic and Therapeutic Procedures**

- ◆ **Assists/transport, assesses, prepares, instructs and positions patient.**
- ◆ **Administers various media (e.g., oral, intramuscular injections, intravenous (IV's)) as required to complete the appropriate test.**
- ◆ **Performs diagnostic, therapeutic, and interventional procedures (e.g., bone densitometry).**
- ◆ **Adjusts technical data to ensure complete series of quality diagnostic views are obtained for physician to view and interpret.**
- ◆ **Performs orientation and general instruction/training of staff.**
- ◆ **Performs various laboratory procedures including collecting, pipetting, labelling, separation and tagging.**

### **C. Quality Assurance/Quality Control**

- ◆ **Participates in Quality Assurance/Quality Control programs as required by local protocols and government regulations.**
- ◆ **Follows preventative maintenance programs and maintains instrument logs.**
- ◆ **Performs and records quality control checks on all equipment.**
- ◆ **Records radiopharmaceutical information for the Canadian Nuclear Safety Commission.**
- ◆ **Follows radiation safety protocols in accordance with the Medical Radiation Health and Safety Act.**

### **D. Administration**

- ◆ **Provides input to the development and maintenance of policies and procedures.**
- ◆ **Assists in the research and development of new methodologies.**
- ◆ **Assists in ongoing staff development and training (e.g., in-services).**

### **E. Related Key Work Activities**

- ◆ **Retrieves, files and distributes requisitions, images and reports.**
- ◆ **Maintains daily log of patients and examinations.**
- ◆ **Disposes of records and films.**
- ◆ **Maintains and develops department computer systems.**
- ◆ **Performs computer work (e.g., data entry, back up).**
- ◆ **Responds to telephone calls and inquiries from physicians/patients and other staff members.**
- ◆ **Prepares statistical reports.**
- ◆ **Maintains inventory, where required by the job.**
- ◆ **Cleans, maintains, troubleshoots and calibrates diagnostic equipment according to established standards.**
- ◆ **Prepares and maintains chemical mixtures.**
- ◆ **Disposes of radioactive and 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:*

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*SGEU:*

*SAHO:*

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*Date: September, 2009*