



# *Provincial Job Description*

---

---

***TITLE:*** (193) Nuclear Medicine Technologist I      ***PAY BAND:*** 16

---

---

***FOR FACILITY USE:***

---

---

***SUMMARY OF DUTIES:***

Prepares radiopharmaceuticals and 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:***

- ◆ Basic computer skills
- ◆ Interpersonal, organizational and communications skills
- ◆ Analytical skills
- ◆ Ability to work independently

***EXPERIENCE:***

- ◆ **Previous:** No previous experience.

## ***KEY ACTIVITIES:***

### **A. Diagnostic and Therapeutic Procedures**

- ◆ Assists/transport, assesses, prepares, instructs and positions patient.
- ◆ Starts/administers various media (e.g., oral, intramuscular injections, intravenous [IV's]) as required to complete the appropriate test.
- ◆ Performs diagnostic and therapeutic procedures (e.g., bone densitometry).
- ◆ Modifies technical data to ensure complete series of diagnostic tests are obtained for physician to view and interpret.
- ◆ Performs various laboratory procedures (e.g., collecting, pipetting, labeling, separation and tagging).
- ◆ Provides occasional guidance to the primary function of others, including training.

### **B. Quality Assurance / Quality Control**

- ◆ Participates in Quality Assurance/Quality Control programs as required by local protocols and government regulations.
- ◆ Follows preventative maintenance programs by maintaining instrument logs and recognizing equipment malfunctions.
- ◆ 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.

### **C. Clerical**

- ◆ Retrieves, files and distributes requisitions and reports.
- ◆ Maintains daily log of patients and examinations.
- ◆ Performs computer work (e.g., data entry, back-up).
- ◆ Responds to telephone calls and inquiries from physicians/patients and other staff members.
- ◆ Prepares, communicates and files test results and reports.
- ◆ Prepares statistical reports, where required by the job.

### **D. Related Key Work Activities**

- ◆ Prepares and maintains chemical mixtures.
- ◆ Disposes of radioactive and biohazardous waste, as per departmental procedures and policies.
- ◆ Maintains inventory and orders supplies, where required by the job.

- ◆ Cleans, maintains, troubleshoots and calibrates diagnostic equipment according to established standards.

*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:***

---

---

***Date: September, 2009***