



HARDIN COUNTY REGIONAL HEALTH CENTER

Lifespan Health Center Job Posting

POSITION: Sonographer

REQUISITION: 1274

LOCATION: Lifespan Enoch (Women & Children's)

Posting Date: 11/5/2024

Expiration Date: open until filled

Department: Clinical Support

Salary Range: dep. on edu. & exp

Reports To: Director of Nursing

Status: Non-Exempt

Position Hours: Part-time (hours may vary)

POSITION SUMMARY: The Medical Sonographer works as part of the clinical team and is responsible for the independent operation of sonographic equipment, and for performing and communicating results of diagnostic examinations using sonography. The Medical Sonographer is responsible for daily operations of the sonographic laboratory, patient schedule, equipment maintenance, the report of equipment failures, and quality assessment (QA).

CORE DUTIES/RESPONSIBILITIES:

1. Assures comfort and prompt attention to all patients.
2. Prepares patient for exam including explaining procedure, transferring her to ultrasound table, scrubbing skin and applying gel, and positioning her properly to ensure her safety & comfort throughout the exam.
3. Performs all requested sonographic examinations as ordered by the physician/provider, which includes the operation of ultrasound equipment to produce and record images of the motion, shape and composition of blood, organs, tissues and bodily masses as well as measuring fluid accumulations.
4. Prepares preliminary reports and contacts physicians when required, as per established procedures.
5. Assists providers in various healthcare activities and procedures as necessary.
6. Coordinates with other staff to ensure appropriate patient care is provided and patient flow is smooth.
7. Addresses problems of patient care as they arise and makes decisions to appropriately resolve the problems.
8. Organizes daily work schedule and performs related clerical duties as required, such as answering phones, scheduling exams and special procedures, keeping records, and archiving computerized images.
9. Schedules referrals as well as surgeries and deliveries as instructed by provider.
10. Answers and returns patient phone calls and responds to faxes as necessary.
11. Informs patients of various test results as instructed by provider.
12. Assumes responsibility for the safety and well-being of all patients in the sonographic area/department.
13. Assists with stocking, cleaning, and maintaining the ultrasound machine and room as well as keeping them clean, safe, and orderly. Reports equipment failures to the appropriate supervisor or staff member.
14. Maintains patient's privacy and confidentiality.

15. Performs legal and ethical duties including preparing safety and accident reports, obtaining written consent from patient to perform invasive procedures, and reporting symptoms of abuse and neglect.
16. Determines whether scope of exam should be extended, based on findings.
17. Obtains and records accurate patient history, including prior test results and information from physical examinations.
18. Provides sonogram & oral/written summary of technical findings to physician for use in medical diagnosis.
19. Maintains various logs, equipment checks, and monthly reports for quality purposes.
20. Performs such other duties as may be requested/assigned to assure smooth patient flow and clinic operations as well as other duties as may be assigned.
21. Completes necessary trainings and educations as required to maintain certification.

EDUCATION/EXPERIENCE:

1. Associates degree in Allied Health or Nursing.
2. Registered technician with the American Registry for Diagnostic Medical Sonography
3. Up to three (3) years experience
4. Certified in Basic Life Support.
5. Current, valid driver's license and proof of auto insurance.

TO APPLY:

Internal Applicants: Please complete a transfer form and send to Human Resources.

External Applicants: Please submit a current resume to any Lifespan location.

EQUAL OPPORTUNITY EMPLOYEE

It is the policy of HCRHC not to discriminate against any employee or applicant for employment because he or she is an individual with a disability or a protected veteran, (i.e., disabled veteran, Armed Forces service medal veteran, recently separated veteran, or other veteran who served during a war, or in a campaign or expedition for which a campaign badge has been authorized). It is also the policy of HCRHC to take affirmative action to employ and to advance in employment, all persons regardless of their status as individuals with disabilities or protected veterans, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation and selection for training, including apprenticeship, at all levels of employment.