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| JOB TITLE: Echocardiography Technologist | DEPARTMENT: Cardiopulmonary | POSITION OF SUPERVISOR: ED and Acute Care Manager |
| FLSA STATUS: Non-exempt | ANTICIPATED HOURS PER WEEK: 40 hours per week | EFFECTIVE DATE: |

Position Summary: The Echocardiography Technologist will support the mission and values of PSMC. Under the direct supervision of the Cardiopulmonary Manager, the Echocardiography Technologist performs diagnostic echocardiograms, stress echocardiograms, and cardiac monitors as requested by Providers. The Echocardiography Technician is responsible for daily operations of the sonographic laboratory, equipment maintenance, the report of equipment failures, and quality assessment (QA). The Echo technologist conducts scanning procedures using ultrasound equipment and assists the physician with stress echocardiograms, and stress tests.

Qualifications: *At all times, the employee shall possess the following qualifications set forth below.*

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| Education/Training: | May have completed course in ultrasound/echocardiography technology, and may have additional registration as Registered Diagnostic Medical Sonographer (ARDMS). Sonographer must maintain Continuing Medical Education as required by registry. |
| Experience: | Minimum 5 years clinical experience preferred. |
| Special Skills, Licenses or Certifications: | Must be registered through ARDMS or CCI Basic computer knowledge BLS/CPR Typing/word processing/excel/email. |
| Language Skills: | Demonstrates ability to read, write, and clearly express one's self in English 100% of the time Additional languages preferred Demonstrates ability to listen Demonstrates ability to clearly convey thoughts in speech and written word |
| Physical/Mental/Special Demands: | <ul style="list-style-type: none"> • Lifting a minimum of 50 pounds. • Adequate hearing is required to hear/talk with other employees, patients and public in person and on the telephone. • Adequate sight is required to perform essential functions of the job. • Work requires the use of computers with exposure to monitors, key boards, and mouse with repetitive motions for extended periods of time. • Ability to initiate CPR 100% of the time. • Must have fine motor skills 100% of the time. • Ability to work and multi-task at a rapid pace with numerous interruptions 100% of the time. • Good mental health. • Demonstrate tact and versatility. • Must be dependable. • High degree of self-motivation and directional initiative. • Ability to function successfully independently. • Ability to cope and remain calm in escalating situations. |

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| | <ul style="list-style-type: none"> • Must consistently demonstrate compliance with organizational-wide competency statements and performance criteria based on established quality indicators. • In addition, the physical demands anticipates standing, bending, walking and long periods of sitting. |
| Work Environment: | Work is performed in an office setting with exposure to work stress, environmental stress, and frequent interruptions; noise level is moderate; work may involve exposure to blood, bodily fluids and communicable diseases; frequent communications, on a daily basis, with the general public, co-workers, vendors and patients. |

Standard Job Requirements: *At all times, employee shall satisfy the following requirements:*

1. Adhere to and support PSMC's Code of Conduct and WISER values.
2. Accomplish annual goals.
3. Works forward on department plans (may change from time to time).
4. Take call as assigned by supervisor.
5. Comply with all PSMC policies including, without limitation, timely attendance, code for dress and decorum, no conflicts of interest, no harassment, fragrance free, etc.
6. Comply with all PSMC and department procedures, rules and directives.
7. Establish and maintain effective working relationships with others (e.g., co-workers, supervisors, patients, visitors, vendors of PSMC and the general public).
8. Be courteous, respectful, honest, and solution-oriented in dealing with others.
9. Communicate accurately, clearly, and effectively both orally and in writing.
10. Possess excellent organizational skills and the ability to multi-task.
11. Work independently and perform the job with minimum supervision.
12. Work effectively on PSMC/department team matters and recognize situations which require teamwork.
13. Maintain strict confidentiality of all patient matters and recognize situations where confidentiality should be maintained even if not legally required.
14. Respect the importance of compliance and quality programs and support the same.
15. Possess computer knowledge/skills and the ability to learn and adapt to new programs and software.
16. Participate in employee training, Disaster Preparedness and emergency events.
17. Perform other job duties, as assigned by a supervisor.

Essential Duties, Functions and Responsibilities: *At all times, employee shall be able to perform the following essential functions of the job, with or without an accommodation, as set forth below.*

1. Coordinates work schedule with department Manager and/or scheduling desk to assure workload coverage.
2. Communicates frequently with manager regarding: workflow, scheduling, and other identified issues.
3. Performs clinical assessments and diagnostic echocardiography/stress echocardiography examinations.
4. Uses cognitive sonographic skills to identify, record, and adapt procedures as appropriate to anatomical, pathological, diagnostic information and images.
5. Uses independent judgment during the sonographic exam to accurately differentiate between normal and pathologic findings.
6. Analyzes sonograms, synthesizes sonographic information and medical history, and communicates findings to the appropriate provider.

7. Possess good communication skills with Supervisor, Leadership staff, and scheduling department to assure the best patient care in a timely manner.
8. Ability to follow protocols as established by Cardiologist(s)/Radiologist(s)
9. Assumes responsibility for the safety, mental and physical comfort of patients while they are in the sonographer's care.
10. Completes exams within the Electronic Health Record (EHR) and ensures all charges are appropriately added.
11. Maintains ultrasound equipment and work area, and maintains adequate supplies.
12. Establishes and maintains ethical working relationships and good rapport with all interrelating medical centers, hospitals, referral or commercial agencies.
13. Performs all requested sonographic examinations as ordered by the attending provider.
14. Prepares preliminary reports and contacts referring providers when required, according to established procedures.
15. Coordinates with other staff to assure appropriate patient care is provided.
16. Addresses problems of patient care as they arise and makes decisions to appropriately resolve the problems.
17. Organizes daily work schedule and performs related clerical duties as required.
18. Assumes responsibility for the safety and well-being of all patients in the sonographic area/department.
19. Reports equipment failures to the appropriate supervisor or staff member.
20. Provides in-service education team on requirements of sonographic procedures as requested by other members of the health care team.
21. Identifies each patient, reviews each patient's chart and previous examinations for consistency (examination ordered/clinical diagnosis), and records pertinent data at all times.
22. Assesses patient condition, ensures patient safety through proper use of restraint/support devices.
23. Reviews each examination for technical accuracy, presents completed examination to Cardiologist, and communicates pertinent data to persons responsible for the care of the patient following the procedure.
24. Identifies anatomical orientation on all required images, and ensures proper identification on all images.
25. Takes call as assigned.
26. Can perform all the standard job requirements.
27. Meets the qualifications as set forth herein.

Approved by:

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| (Supervisor – Signature) | (Title) | (Date) |
| | Human Resources Manger | |
| (Human Resources– Signature) | (Title) | (Date) |

Receipt and Acknowledgment:

I acknowledge and understand that:

- This job description, and receipt and acknowledgment of this job description, does not imply or create a promise of employment or employment contract of any kind. I understand and acknowledge that my employment with Pagosa Springs Medical Center is "at will" and may be terminated by me or the employer at any time with or without cause.

- The job description provides a general summary and requirements of the position in which I am employed. At this time, I know of no limitations which would prevent me from performing these functions with or without accommodation. I further understand that it is my responsibility to inform my supervisor if, at any time, I am no longer qualified for my position and/or unable to perform the job requirements or essential functions of my job.
- Positions, job descriptions, duties, tasks, work hours, work requirements and qualifications may be changed at any time at the discretion of Pagosa Springs Medical Center.
- Acceptable job performance requires: (a) proper compliance with and completion of all aspects of the job description; and (b) compliance with PSMC policies, procedures, rules and directives.
- I have read PSMC values (WISER) and understand them.
- I have read and understand this job description.

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| (Print Employee Name) | (Employee Signature) | (Date) |