



### **Radiology Technician Job Description**

We are looking for a per diem Radiology/X-Ray Technician for our urgent care center.

**Job Type:** Per Diem

### **Rad Tech Responsibilities:**

- Position patients for radiological examinations
- Produce accurate and appropriate x-rays to aid in the diagnosis of medical problems
- Take measures to prevent patients from being exposed to unnecessary radiation
- Able to perform all types of x-rays for all body parts
- Properly operate and maintain specialized x-ray equipment
- Performs necessary quality control checks
- Complies with safety standards
- Cleans, maintains and makes minor adjustments to radiographic equipment, including determining equipment repairs
- Maintains radiographic supplies, film, and orders as necessary
- Teamwork, patience and a caring demeanor
- The ability to function in a fast-paced and demanding environment

### **Other Responsibilities:**

- Accurate, timely charting of patient encounters, including but not limited to patient history, physical exams, diagnostic findings, lab and test results, diagnoses, discharge instructions, work notes and prescriptions.
- Rooms patients, along with other staff.
- Prepares patients for the provider by taking vital signs (blood pressure, HR, pulse ox, temperature and weight).
- Assists physicians in exams and procedures as requested.
- Performs basic point-of-care testing including but not limited to urinalysis, strep, flu and urine pregnancy tests.
- Ensures exam rooms, procedure rooms, lab area, med room, and equipment are in clean condition, stock and in good working order.
- Make patient callbacks to follow-up on their condition.
- Professional interaction with patients, providers, and other co-workers.
- Compliance with HIPAA and center policies, including those relating to confidentiality of patient information.



- Excellent job attendance.
- Attends classes, training and meetings as scheduled and required.
- Maintains skills through provided training as well as self-study.
- Work in a team-oriented environment, communicate effectively, and demonstrate sensitivity to clients, visitors and staff.
- All other duties, responsibilities, and/or projects as assigned.

#### **Qualifications and Skills**

- Experience with Urgent care center or emergency room
- 1-year experience as a Radiology Technician
- Must be licensed/certified to work in NJ
- High School Diploma
- CPR/BLS certification
- Experience with EMR
- Scribe experience a plus; ability to accurately read and write medical terminology.
- Detail-oriented, able to participate on a team, and accomplish goals.
- Exceptional written and verbal skills in English.
- Basic computer skills, including MS Word and Excel.
- Experience with EMR.
- Able to interact and treat all persons with fairness, respect and sensitivity to cultural/social differences.
- Frequent standing, walking, pushing, pulling, bending and reaching throughout the day.
- Must be able to lift twenty-five (25) pounds or more on occasion.
- Bilingual (Spanish) a plus
- IV capable (preferred)

**Schedule:** Hours are a mix of 8s and 12s; must be willing to work weekend shifts.