

# THE QUEEN ELIZABETH HOSPITAL

## HUMAN RESOURCES DEPARTMENT

### JOB DESCRIPTION

**JOB TITLE:** Sonographer

**SALARY SCALE:** Z5-3

**DEPARTMENT:** Medical Imaging

**REPORTS TO:** Senior Radiographer

#### **JOB SUMMARY**

As a Sonographer, you will be responsible for performing diagnostic ultrasound procedures to create images of patients' internal organs and tissues. Your role involves using ultrasound equipment, interpreting images, and collaborating with healthcare providers to assist in patient diagnosis and treatment planning.

#### **DUTIES AND RESPONSIBILITIES**

The duties listed below are intended only as an illustration of the various types of work that may be performed:

##### **Ultrasound Imaging**

1. Performs diagnostic ultrasound examinations on patients based on clinical indications and physician orders;
2. Operates ultrasound equipment to capture high-quality images of the abdomen, pelvis, obstetrics, vascular system, and other areas as required;
3. Adjusts equipment settings and parameters to optimize image quality and resolution;
4. Ensures patient comfort and safety during procedures, providing clear instructions and reassurance;
5. Explains treatment procedures to patient and refers medical questions to appropriate personnel;

6. Supervises the performance of medical imaging studies according to best practices and departmental;

### **Image Interpretation and Analysis**

7. Analyzes ultrasound images to identify normal and abnormal structures, artifacts, and pathologies;
8. Collaborates with radiologists and physicians to review findings and provide preliminary observations;
9. Documents findings accurately in medical records and communicate results to referring healthcare providers;

### **Patient Care and Communication**

10. Explains procedures to patients, answering questions and addressing concerns;
11. Positions patients correctly to obtain the best possible images while ensuring patient comfort;
12. Monitors patients for any adverse reactions during and after ultrasound procedures;
13. Maintains professional and compassionate communication with patients throughout the imaging process;
14. Maintains comprehensive and accurate patient and activity records which may be used in service evaluation;

### **Equipment Maintenance and Quality Assurance**

14. Perform routine maintenance checks on ultrasound equipment to ensure proper functioning;
15. Calibrate and troubleshoot equipment issues as needed, following manufacturer guidelines;
16. Participates in quality assurance activities to maintain compliance with regulatory standards and department protocols;
17. Evaluates equipment and makes suggestions regarding purchase, use or rental;

### **Team Collaboration**

17. Work closely with radiologists, physicians, nurses, and other healthcare professionals to coordinate patient care;
18. Assist in patient scheduling, appointment coordination, and patient flow within the imaging department;
19. Participate in interdisciplinary meetings and contribute to clinical discussions regarding patient diagnoses and treatment plans;
20. Participates in clinical audit activities to monitor clinical standards;
21. Acts as a preceptor to students and newly appointed staff
  
22. Observes health and safety protocols in the execution of duties;
23. Using customer service skills establishes and maintain effective working relationships with other employees, officials and members of the general public.

### **KNOWLEDGE, SKILLS AND ABILITIES**

1. Competency in medical imaging procedures and modalities.
2. Ability to identify solutions to problems and implement them effectively
3. Proficiency in performing a variety of ultrasound examinations, including abdominal, pelvic, obstetric, vascular, and small parts.
4. Knowledge of ultrasound physics, anatomy, and physiology.
5. Effective planning & organisational skills with an ability to prioritise own workload
6. Excellent interpersonal and communication skills
7. Strong interpersonal and communication skills, with the ability to interact effectively with patients and healthcare team members.
8. Ability to work independently and collaboratively in a fast-paced environment.
9. Ability to function as part of a multidisciplinary team;
10. Ability to function efficiently in a fast-paced environment;

## **QUALIFICATIONS**

1. Master's degree/Bachelor's degree in Medical Ultrasound from an accredited ultrasound course or equivalent; or
2. Bachelor's degree in Diagnostic Medical Sonography (ARDMS) or Medical Imaging and the equivalent certification required; or
3. Postgraduate certification/postgraduate diploma in Medical Ultrasound from an accredited ultrasound course or equivalent.

Previous experience as a Sonographer in a healthcare setting is advantageous.