

Position Description

Position Title	Sonographer Grade 3		
Unit / Branch	Medical Imaging/Surgery		
Classification	Grade 3 Year 1 – Grade 3 Year 4 (SO57 – SO60)	Employment Status	Full Time Fixed term
Position reports to	Chief Sonographer Director MID/Chief MIT		
Location	The Royal Children's Hospital, Flemington Road, Parkville		
Position Contact	Mita Pedersen		

The Royal Children's Hospital

The Royal Children's Hospital's (RCH) vision is to be a great children's hospital – delivering Great Care, Everywhere.

RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.

RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.

We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <https://www.rch.org.au/quality/child-safety/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at www.rch.org.au

ROLE PURPOSE

As part of the Division of Surgery, this position exists to provide a quality imaging service to patients and referrers in the Ultrasound Department and as part of the US team, provide back-up to the Chief Sonographer and Grade 4 Sonographer. Under the direction of the Chief Sonographer, the role contributes to the ongoing care of paediatric patients in spheres of diagnosis, disease monitoring and treatment. The goal is to optimize and maintain high standards of US procedures and to succeed in producing reliable, timely and important results which can make a difference. The goal is to maintain a consistent high standard of imaging in order to succeed in producing reliable, timely and important results which can make a difference.

KEY ACCOUNTABILITIES

- Demonstrated ability to perform all Ultrasound procedures according to departmental protocols to a high standard to ensure excellent patient and referrer service.
- Accept responsibility for administrative duties required to maintain and complete patient imaging records.
- In order to maintain a quality, flexible and reliable service, Sonographers are to participate in rosters as directed
- Participate in both internal and external training, education, and research, to maintain standards and professional development as required by the relevant control body and government legislation.
- Be aware of and practice RCH requirements in incident reporting to ensure continuous improvements to consumer service.
- Be aware of and practice RCH requirements in OHS standards to ensure personal safety and safety for all staff, patients and visitors.
- In consultation with senior Sonographers, be aware of and report equipment and plant malfunctions to ensure safety and service maintenance.
- Demonstrated ability to teach junior Sonographers, Radiology fellows and Registrars in scanning techniques as per RCH protocols, to maintain a consistent, efficient and high quality service.
- Maintaining continual professional development to stay updated on current and future developments.

QUALIFICATIONS AND EXPERIENCE

ESSENTIAL

- Post Graduate Diploma (or equivalent) in Sonography with suitable undergraduate Degree.
- Accreditation with the ASAR.
- Demonstrated skills and experience in Sonography.

Desirable.

- Previous Paediatric experience.

Other Requirements

- *Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment*
- *Employees are required to maintain a valid Working with Children's Check throughout their employment*
- *A current, full drivers licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)*
- *Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.*

KEY SELECTION CRITERIA

- Proven skills and experience in a variety of sonographic procedures.
- Demonstrated ability to work autonomously and as a member of a cohesive team.
- Demonstrated excellent communication skills with all stakeholders to ensure a high quality service. This position requires

considerable initiative and flexibility in order to optimise patient service in a safe working environment

- Excellent communication skills both verbal and written
- Experience in providing training and guidance within the field of Ultrasound.
- Highly developed interpersonal skills with the ability to adapt communication styles to a range of audiences.
- Excellent communication skills, both verbal and written.
- Balancing sometimes competing and conflicting priorities

IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Unity - We work as a team and in partnership with our communities
- Respect - We respect the rights of all and treat people the way we would like them to treat us
- Integrity - We believe that how we work is as important as the work we do
- Excellence - We are committed to achieving our goals and improving outcomes

RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- *We do better work caring for children and families when we also care for each other*
- *I bring a positive attitude to work – I share, I laugh, I enjoy other's company*
- *I take responsibility for my behaviour and its impact on others*
- *I am curious and seek out ways to constantly learn and improve*
- *I celebrate the good stuff, the small stuff, the big stuff – it all matters*
- *I speak up when things aren't right*
- *I value the many different roles it takes to deliver great patient care*
- *I actively listen because I want to understand others and make better decisions*
- *I am inclusive and value diversity*
- *When it comes to teamwork, I don't hold back – I'm all in.*

QUALITY, SAFETY AND IMPROVEMENT

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- *Acting in accordance and complying with all relevant Safety and Quality policies and procedures*
- *Identifying risks, reporting and being actively involved in risk mitigation strategies*
- *Participating in and actively contributing to quality improvement programs*
- *Complying with the requirements of the National Safety & Quality Health Service Standards*
- *Complying with all relevant clinical and/or competency standards*
- *Complying with the principles of Patient and Family Centred Care that relate to this position*

The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.

INHERENT REQUIREMENTS OF THIS ROLE		
There are a number of critical work demands (inherent requirements) that are generic across all positions at The Royal Childrens Hospital. The generic inherent requirements for this position are detailed below. These may be added to with more specific inherent requirements, if required, by your manager and Workplace Health & Safety.		
Physical Demands		Frequency
Work Hours	This role is typically performed during standard business hours	Yes
	This role requires shift work, including day, afternoon, night & weekends	Yes
	This role is required to participate in an on-call roster	Yes
Sitting – remaining in a seated position to complete tasks		Frequent
Standing – remaining standing without moving about to perform tasks		Frequent
Walking – floor type even, vinyl, carpet		Frequent
Lean forward/forward flexion from waist to complete tasks		Frequent
Trunk twisting – turning from the waist to complete tasks		Frequent
Kneeling – remaining in a kneeling position to complete tasks		Rare
Squatting/crouching – adopting these postures to complete tasks		Rare
Leg/Foot movement – to operate equipment		Rare
Climbing stairs/ladders – ascending/descending stairs, ladders, steps		Choose an item.
Lifting/Carrying	Light – less than 5 kilos	Frequent
	Moderate – 5-10 kilos	Frequent
	Heavy – 10-20 kilos	Occasional
Push/Pull of equipment/furniture	Light forces – less than 10 kilos	Frequent
	Moderate forces - 10-20 kilos	Frequent
	Heavy forces – over 20 kilos	Occasional
Reaching – arm fully extended forward or raised above shoulder		Frequent
Head/Neck Postures – holding head in a position other than neutral (facing forward)		Frequent
Sequential repetitive actions in short period of time	Repetitive flexion & extension of hands, wrists & arms	Frequent
	Gripping. Holding, twisting, clasping with fingers/hands	Frequent
Driving – operating any motor-powered vehicle with a valid Victorian driver’s licence		Not Applicable
Sensory Demands		Choose an item.
Sight – use of sight is integral to most tasks		Prolonged/Constant
Hearing – use of hearing is integral to most tasks		Prolonged/Constant
Touch – use of touch is integral to most tasks		Frequent
Psychosocial Demands		Choose an item.
Observation skills – assessing/reviewing in/outpatients		Occasional
Problem solving issues associated with clinical and non-clinical care		Occasional
Attention to detail		Frequent
Working with distressed patients and families		Occasional
Dealing with aggressive and uncooperative people		Occasional

Dealing with unpredictable behaviour	Occasional
Exposure to distressing situations	Occasional

Definitions used to assess frequency of tasks/demands as above	
Prolonged/Constant	71-100% of time in position
Frequent	31-70% of time in position
Occasional	16-30% of time in position
Rare	0-15% of time in position
Not Applicable	

Position description last updated	January 2022
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