

Position description

Position title	Sonographer
Department / Division	Medical Imaging/Surgery
Classification	SO58 – SO60 Sonographer Grade 3 Year 2 – Grade 3 Year 4
Position reports to	Operational: Lead Sonographer/Assistant Allied Health Manager Professional: Head of Department/Assistant Allied Health Manager
No. of direct & indirect reports	N/A
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

The Royal Children's Hospital
<p>The Royal Children's Hospital's (RCH) vision is <i>A world where all kids thrive</i>.</p> <p>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.</p> <p>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.</p> <p>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/.</p> <p>RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.</p> <p>Further information on RCH is available at www.rch.org.au</p>
ROLE CONTEXT
<p>The Medical Imaging Department (MID) sits within the Division of Surgery. The MID provides more than 90,000 paediatric inpatient and outpatient imaging services annually. The technological services are provided by Medical</p>

Imaging Technologists (MITs), Sonographers, Magnetic Resonance Technologists (MRTs) and Nuclear Medicine Technologists (NMTs).

ROLE PURPOSE

Under the direction of the Chief Sonographer, the role of the Sonographer (Grade 3) contributes to the ongoing care of paediatric patients in spheres of diagnosis, disease monitoring and treatment. This position exists to provide a high-quality imaging service to patients and referrers in the Medical Imaging Department. The required role includes performing imaging at a senior level and providing ongoing supervision and mentoring to student and trainees under the guidance of the Lead Clinical Educator Sonographer.

KEY ACCOUNTABILITIES

- **Provision of Care**
- Demonstrated ability to perform diagnostic imaging ultrasound service, ensuring a high standard of patient care, welfare and safety in accordance with all established safety practice and ethical considerations.
- Be responsible for documentation and recording required to maintain and complete patient imaging records.
- Deliver excellent evidence-based practice in Medical Imaging procedures and interventions for all patients attending the RCH.
- Provide efficient and high quality of imaging services, including but not limited to staff recruitment, training, and performance management in accordance with RCH policies and any relevant external professional bodies.
- Support coordination of service and maintenance of equipment to comply with accreditation and all Workplace Health and Safety (WHS) requirements.
- Be aware of and report equipment malfunctions to ensure safety and service maintenance.
- Be respectful of the needs of patients, visitors and other staff and maintain a professional approach to all interactions.
- Participate in rotating rostered shift duties, including on-call and weekend rosters.
- Provide leadership in clinical, daily workflow, documentation and recording, managing a complex and varied clinical caseload.
- Contribute positively to change processes, through demonstrating flexibility and openness to change.
- Provide specialist paediatric clinical expertise, advocacy, and guidance within a recognised specific area of MID modalities, and across the wider MID.
- **Lifelong Learning**
- Participation in professional development activities to ensure best clinical practice is maintained.
- Act to ensure processes, frameworks and support tools are in place for enhancing learning through reflection.
- Promote a culture in which clinical supervision is treated as part of core business of contemporary professional practice.
- Foster a culture in which feedback is used as a positive strategy to enhance goals, awareness and learning.
- Model a commitment to continuing professional development and support junior staff in developing and accomplishing professional goals and objectives.
- Participate in both internal and external training, education and research to maintain standards and professional development as required by the appropriate government legislation.
- Maintain continual professional development to ensure evidence-based practice.
- Actively promote an environment of lifelong learning.
- **Collaborative Practice**
- Work in collaboration with the multi-disciplinary teams applicable to MID.

- Demonstrate experience working with initiative, autonomy and leading others in the pursuit of team goals.
- A flexible and adaptable approach to functioning in a team environment, enhancing the team's performance to ensure excellence in service delivery.
- **Communication**
- Highly developed verbal communication, interpersonal skills and attention to detail, with the ability to interact with a variety of stakeholders.
- Recognise issues which may lead to conflict, constructively addressing issues as they arise.
- Communicate effectively with patients and families to ensure their understanding and their needs and views are included in plans and actions.
- Facilitate open and effective communication across all levels of the MID and wider RCH.
- **Continuous Improvement**
- Proficient time management skills to balance clinical requirements and to contribute to continuous improvement activities.
- Lead and contribute to improvements in departmental management and function.
- Be aware of and practice RCH requirements in incident reporting to ensure continuous improvements to consumer service.
- Contribute to quality improvement activities and audits as required.
- Empowers team to identify, analyse, report and manage risks.
- **Supervision, Leadership and People Management**
- Participate in clinical supervision in accordance with local standard operating procedures and/or the RCH Allied Health Clinical Supervision Guideline which are based on the DHHS Allied Health Clinical Supervision Framework.
- Provide clinical supervision to staff and students, and provide regular, constructive and developmental feedback to trainees and students.
- **Organisation and Planning**
- Ability to prioritise workload and competing demands.
- **Research**
- Evaluates current practice with respect to the evidence.
- Identifies research gaps or opportunities within area of clinical expertise.
- Appropriately share evidence e.g., presents at journal club, special interest groups, conferences and scientific meetings.

QUALIFICATIONS AND EXPERIENCE

Essential

- Post Graduate Diploma (or equivalent) in Sonography with suitable undergraduate Degree
- Accreditation with the ASAR
- Extensive skills and experience in Sonography
- Proven capacity for leadership in a team environment and ability to work well as a senior team member

Desirable

- Previous Paediatric experience
- At least 7 years' post qualifying experience

KEY SELECTION CRITERIA

- Significant experience in the development and delivery of specialised service within specified field of Ultrasound.

- Proven ability to work both autonomously and within a team environment.
- Demonstrated excellent communication skills, both verbal and written, with all stakeholders to ensure a high-quality service.
- Exceptional ability to build and maintain strong working relationships with internal and external stakeholders.
- Proven ability in leading and motivating staff.
- Considerable initiative and flexibility to optimise patient service in a safe working environment.
- Experience in providing teaching and training within the field of Ultrasound.
- Experience in identifying problems and seeking appropriate, customer focussed solutions.
- Highly developed interpersonal skills with the ability to adapt communication styles to a range of audiences.
- Flexible approach to problem solving. Balancing sometimes competing and conflicting priorities.
- Excellent ability to organise and plan work effectively, adapting to changes as required.

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 driver's 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.

IMPORTANT INFORMATION

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

- Curious - We are creative, playful and collaborative.
- Courageous - We pursue our goals with determination, ambition and confidence.
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together.
- Kind - We are generous, warm and understanding.

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 Children's 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	No
	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		Frequent
Climbing stairs/ladders – ascending/descending stairs, ladders, steps		Rare
Lifting/Carrying	Light – less than 5 kilos	Frequent
	Moderate – 5-10 kilos	Rare
	Heavy – 10-20 kilos	Rare
Push/Pull of equipment/furniture	Light forces – less than 10 kilos	Frequent
	Moderate forces - 10-20 kilos	Frequent
	Heavy forces – over 20 kilos	Frequent
Reaching – arm fully extended forward or raised above shoulder		Prolonged/Constant
Head/Neck Postures – holding head in a position other than neutral (facing forward)		Occasional
Sequential repetitive actions in short period of time	Repetitive flexion & extension of hands, wrists & arms	Prolonged/Constant
	Gripping. Holding, twisting, clasping with fingers/hands	Prolonged/Constant
Driving – operating any motor-powered vehicle with a valid Victorian driver's licence		Not Applicable

Sensory Demands	
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	Prolonged/Constant
Psychosocial Demands	
Observation skills – assessing/reviewing in/outpatients	Prolonged/Constant
Problem solving issues associated with clinical and non-clinical care	Prolonged/Constant
Attention to detail	Prolonged/Constant
Working with distressed patients and families	Frequent
Dealing with aggressive and uncooperative people	Frequent
Dealing with unpredictable behaviour	Frequent
Exposure to distressing situations	Frequent

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	November 2024
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