

Position Description

Position Title	Senior Mammographer
Position Number	30011394
Division	Clinical Governance
Department	Medical Imaging
Enterprise Agreement	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
Classification Description	Grade 3
Classification Code	AT6-AT9
Reports to	Breastscreen Program Manager & Grade 4 XR Supervisor/Tutor
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement

Bendigo Health

With more than 4,500 staff and volunteers and covering an area a quarter of the size of Victoria, Bendigo Health, is an expanding regional health service offering the advantages of city life combined with the beauty and freedom that comes from living in a regional area.

Bendigo Health is a 700 bed service that treats more than 45,000 inpatients, triages more than 65,000 emergency attendees and welcomes more than 1,600 new born babies in a year. In addition more than 15,000 operations are performed in our operating theatres and more than 100,000 occasions of services are provided in our clinics to outpatients.

The organisation provides services in emergency, maternity, women's health, medical imaging, pathology, rehabilitation, community services, residential aged care, psychiatric care, community dental, hospice/palliative care, cardiology, cancer services and renal dialysis to the people of the Loddon Mallee region.

With our main campus based in Bendigo, our services extend throughout the Loddon Mallee with sites in areas such as Mildura, Echuca, Swan Hill, Kyneton and Castlemaine.

Demand on services is increasing rapidly with Bendigo being one of Victoria's fastest growing regional cities.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community

PASSIONATE – We are passionate about doing our best

TRUSTWORTHY - We are open, honest and respectful

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

The Clinical Governance Division

The Clinical Governance Division has a focus on promoting and supporting patient safety and quality of service. It recognises the importance of leadership, culture, patient safety, clinical performance, professionalism and patient care. The Clinical Governance team works collaboratively with other staff to provide high quality clinical governance support and advice, both internally and when supporting our Regional Partner Health Services. The Clinical Governance team, in conjunction with the Office of the Chief Medical Officer, oversees incident reporting, investigation of adverse patient events and concerns/complaints regarding clinicians.

Bendigo Health has a leadership role to play in the Loddon Mallee region and this division is committed to ensuring processes are in place to deliver on our vision.

In addition, the Executive Director Clinical Governance has professional responsibilities as the Chief Medical Officer. As such the CMO is focused on leading and supporting the medical workforce to feel valued and empowered to provide exceptional, quality care.

The Medical Imaging & Breastscreen Department

The Medical Imaging team at Bendigo Health performs a full range of diagnostic Imaging examinations to a consistently high standard using a patient focused approach.

Imaging services are provided to patients of the Bendigo Hospital and to outpatients referred from Bendigo Health clinics and local GPs and specialists. The department is staffed by radiologists, medical imaging technologists, nurses and office staff. Medical Imaging services are available 24 hours a day, 365 days a year for urgent cases.

The Bendigo Breastscreen location, delivers a screening and assessment service, located at the Clinical Services Campus of Bendigo Health. The service supports the Loddon Mallee Area, and is staffed by a team of radiologists, breast surgeons, medical imaging technologists, sonographers, nurses and administration staff.

Imaging services provided include:

- General radiography – 5 x XR Rooms; Mobile XR; Dental & DEXA
- MRI - 1.5T & 3T
- CT – 2 x Scanners (GE & Siemens)
- Ultrasound – 8 x Ultrasound rooms
- Digital Subtraction Angiography
- Fluoroscopy
- Mammography – Diagnostic Service (at Bendigo Health) & Screening/Assessment at Breastscreen location.
- Theatre – 3 x IIs in theatre
- PET & Nuclear Medicine

The Position

The Senior Mammographer (*identified as the Designated Radiographer under BreastScreen Victoria structure*), is responsible for overseeing all mammographic aspects of delivering a sustainable and quality focussed breast imaging service for screening and assessment at BreastScreen Victoria Bendigo (BSVB), and diagnostic services at Bendigo Health.

This position will encompass a significant clinical role along with the coordination and management of education, quality and technical requirements of respective locations mammography services.

The Senior Mammographer is required to work within a multidisciplinary team, collaborating with other members of the BSVB Service, BreastScreen Victoria (BSV) and Bendigo Health Imaging leadership team.

This role requires focussed leadership to create a positive team-oriented environment where all members of the team are respected and work towards the same clearly communicated goals.

Responsibilities and Accountabilities

Key Responsibilities

- Train, orientate and supervise new and current radiographers, rotating through mammography.
- Develop and deliver a mammography focussed continuous education program for radiographers, nurses, and administration staff.
- Develop a process of communication between all mammographers to ensure consistency in service delivery.
- Work with the Designated Radiologist regarding Quality Assurance, including undertaking quarterly formal reviews of mammographic quality and equipment performance.
- In conjunction with the Radiation Safety Officer, ensure compliance with radiation safety and protection requirements. Liaising with the medical physicist as required.
- Work with the relevant Grade 4 to ensure that equipment servicing is up to date, issues reported and rectified in a timely manner.
- Oversee quality assurance of mammography, ensuring QA tasks are performed and issues rectified.
- Attend BreastScreen Victoria (BSV) Radiography Quality (Q) Group meetings.
- Keep up to date on the latest developments in breast imaging.
- Work in a multidisciplinary team and liaise with other personnel as required.
- Ensure that relevant mammography protocols are current and maintained, and changes are communicated to relevant staff.
- Be an active contributor to the development of clinical policies and procedures, as required.
- Maintain accurate records, statistic and reports as needed.

Generic Responsibilities

Code of Conduct - The Victorian Government's Code of Conduct is binding on all Bendigo Health staff. Contravention of a provision in the code may constitute misconduct and/ or regarded as a breach of the

employee's employment agreement and will be dealt with under the organisations Counselling and Disciplinary Action Policy.

Compliance with policies and procedures - All Bendigo Health's policies and procedures are set out in its clinical and managerial policy manuals located on the intranet under PROMPT and in hard copy. All staff must ensure they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breach in compliance may result in disciplinary action.

Occupational Health and Safety - Every staff member has the responsibility to take reasonable care of their own health and safety and the safety of others, to cooperate with Bendigo Health's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. Any breach in compliance may result in disciplinary action.

Infection Control - Every staff member has the responsibility to minimise incidents of infection/ cross infection of residents, staff, visitors and the general public. All staff must adhere to the policies and procedures as set out in Bendigo Health's infection control manuals. Any breach in compliance may result in disciplinary action.

Confidentiality - All information concerning Bendigo Health, its patients, clients, residents and staff should remain strictly confidential. Any unauthorised disclosure of such information may result in disciplinary action.

Quality Improvement - Bendigo Health is dedicated to improving the quality and safety of health services by providing care within the following domains of quality: Consumer Participation, Clinical Effectiveness, Effective Workforce and Risk Management. As a result, we apply the concept of the quality cycle for all our quality activities, initiatives and projects thereby ensuring the best possible care and treatment results are achieved. The underlying principle of the cycle is that an activity is not complete until evaluation shows that it has been effective and reached the desired outcome. As a Bendigo Health employee you have a responsibility to participate in and commit to ongoing quality improvement activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

Diversity – Each person has a right to high-quality health care and opportunities regardless of diversity factors, which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age and socio-economic status. Every staff member has a responsibility to recognise and respect diversity. Inclusiveness improves our service to our community and promotes engagement amongst staff.

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Key Selection Criteria

Essential

1. AHPRA Registration as a practising Medical Imaging Technologist
2. Current Victorian Radiation Use Licence
3. Hold or be eligible to hold Certificate of Mammographic Practice or equivalent.
4. At least 7 years post graduate experience as an MIT.

5. Extensive experience in screening and diagnostic mammography.
6. Understanding of Medicare indications and rules for breast imaging.
7. Knowledge of technical quality assurance and MQAP program.
8. Well-developed knowledge of the BreastScreen Australia Program and an understanding of the National Accreditation Standards.

Desirable

9. Certificate of Graduate Diploma in Mammography
10. Sound knowledge of relevant information technology systems, e.g., Gecko, RIS/PACS, Microsoft
11. Demonstrated experience in staff supervision and leadership.
12. Ability to contribute to the planning, delivery and management of breast imaging services.
13. Ability to evaluate and review mammography operations taking a 'whole of service' approach.
14. Ability to provide feedback and constructive comments to employees and contractors.

Mandatory Requirements

National Police Record Check A current and satisfactory National Police Record Check must be completed by all new staff prior to commencement at Bendigo Health.

Immunisation As a health provider dedicated to providing quality patient care, we all need to be aware of the critical importance of infection control. Each staff member has a responsibility to comply with Bendigo Health's Staff Immunisation Policy and various infection control policy and procedures. All staff are required to provide evidence of vaccinations prior to commencement at Bendigo Health

Working with Children Check Bendigo Health has a responsibility to provide a child safe environment. This position is a defined "child-related role" at Bendigo Health. As such you must maintain a valid working with children check. In addition you will be required to assist Bendigo Health in providing a child safe environment by participating in any training or reporting required to ensure the protection of children in our care.

Registration with AHPRA The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.