



JOB DESCRIPTION

Job Title: X-Ray Technician

Department: X-Ray

Reports to: X-Ray Lead, Clinic Administrator

Supervisory Responsibilities: None

Classification: Non-Exempt

Pay Range: \$24 - \$30.40 per hour (*pay is determined based on a scale of 0-16+ years of experience*)

General Summary: Under the supervision of an X-Ray Technologist, responsible for operating X-ray equipment that assists physicians and physician assistants with diagnosing and/or treating disease and/or injury.

Essential Job Responsibilities:

1. Prepares patients for radiologic procedures. Protects patient, self, and other staff from radiation hazards. Takes X-rays following established procedures for patient care and safety, which involves setting up and operating radiographic equipment used in the medical diagnosis and/or treatment of patients and includes implementing infection control procedures for the work area. Selects proper ionizing factors for radiological diagnosis. Adjusts/sets radiographic controls. Positions patients and takes X-rays of specific parts of the patient's body as requested by physicians. Checks X-rays for clarity of image, retaking when needed.
2. Maintains required records including patient records, daily log books, and monthly reports. Performs quantity and quality control checks to assure X-ray unit meets standards required by laws, rules, and departmental policies. Complies with safety standards.
3. Cleans, maintains, and makes minor adjustments to radiographic equipment, including determining equipment repairs.
4. Maintains radiographic supplies and orders as necessary.
5. Requests outside images for upcoming appointments. Ensures images are available for surgery at outside facility, if necessary.
6. Other duties as assigned.

Required Qualifications:

- Active Washington State X-Ray Technician License
- One to three years of experience as an X-ray technician, preferably in orthopedic medical practice environment.

Performance Requirements:

Knowledge:

1. Knowledge of X-ray procedures and protocols.

2. Knowledge of anatomy and physiology necessary to perform X-ray testing including body mechanics and patient movement.
3. Knowledge of radiology equipment including safety hazards common to radiology.

Skills:

1. Positioning patients properly.
2. Identifying equipment problems and correcting or notifying supervisor.
3. Following infection control and radiological safety procedures.

Abilities:

1. Lift and position patients for the type of X-ray procedure required.
2. Notice detail in drawings and differences in shapes and shadings.
3. Apply written instructions and standardized work practices.

Equipment Operated: Radiological equipment used for medical diagnosis and treatment.

Work Environment: Radiological unit. Exposure to disease, radiation, and toxic chemicals in the course of performing the work. Able to multitask and work in a high volume practice.

Mental/Physical Requirements: While performing the duties of this job, the employee is constantly required to move about the facility along with positioning oneself to maintain equipment and supplies. This role occasionally has long periods of remaining in a stationary position. The employee will often be in contact with patients and required to move, position, or transport them. Regularly operates X-ray equipment and general office equipment such as computers, phones, or copiers. The employee is regularly required to communicate and exchange accurate information with other individuals.

Summary of benefits:

Benefits are available after a 60-day waiting period. OOA covers part or all of the cost for Health, Dental, Vision, Life Insurance, and Long-term Disability Insurance. Employees are eligible to participate in a 401k plan with company matching. Flex spending plans, uniform allowances, and an Employee Assistance Program available as well. New, full-time staff will accrue a minimum of 17 days of paid time off per year.

I attest that I have read the X-ray Technician Job Description and understand the functions of the position.

Employee's Signature: _____ Date: _____

It is the policy of OOA to provide equal opportunity for employment to all individuals regardless of race, color, religion, sex, national origin, age, veteran status, marital status, political affiliation, disability, sexual orientation, or other status protected by local, state, or federal law. All applicants for employment are evaluated on the basis of education, training, experience, skill, aptitude, and other work-related factors.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform essential job functions. If you require reasonable accommodation in performing the essential functions of this job, or with participating in any part of the employee selection process, please direct your inquiries to Gabrielle Coviello, Recruiting Coordinator, careers@olyortho.com.

