



Career Service Authority
Mammography Technologist

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GENERAL STATEMENT OF CLASS DUTIES

Administers diagnostic medical mammograms and radiographs for the diagnosis of disease of trauma.

DISTINGUISHING CHARACTERISTICS

This classification is located at Denver Health Medical Center and is being maintained for promotional purposes.

Guidelines, Difficulty and Decision Making Level:

Guidelines are generally numerous, well established, and directly applicable to the work assignment. Work assignment and desired results are explained by general oral or written instructions.

Duties assigned are generally repetitive and restricted in scope but may be of substantial intricacy. Employee primarily applies standardized practices.

Decisions or recommendations on non-standardized situations are limited to relating organizational policies to specific cases. Problems that are not covered by guidelines or are without precedent are taken up with the supervisor.

Level of Supervision Received and Quality Review:

Under normal supervision, within a standardized work situation, the employee performs duties common to the line of work without close supervision or detailed instruction. Work product is subject to continual review.

Interpersonal Communications and Purpose:

Contacts with the public or employees where factual information relative to the organization or its functions are received, relayed, or a service rendered according to established procedures or instructions.

Level of Supervision Exercised:

None.

ESSENTIAL DUTIES

Performs mammograms and radiographic examinations selecting length and intensity, and develops and evaluates the film for technical quality such as density contrast, definition, magnification, and distortion.

Positions patients and operates equipment to product the most reliable and informational data.

Organizes equipment, loads and drives van, and performs mobile mammography at various clinics.

Explains procedures to patients, answers patient's questions, and maintains records of examinations and other pertinent information on patients.

Checks equipment, supplies and accessories on a regular basis, and requests and orders supplies as necessary to keep materials on hand at all times.

Cleans radiologic equipment, and reports equipment malfunctions.

Maintains established departmental policies and procedures, quality improvement, safety, environmental and infection control standards.

Performs other related duties as assigned or requested.

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Any one position may not include all of the duties listed.
However, the allocation of positions will be determined by
the amount of time spent in performing the essential duties
listed above.
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MINIMUM QUALIFICATIONS

Competencies, Knowledge, & Skills:

Integrity/Honesty - Displays high standards of ethical conduct, understands the impact of violating these standards on an organization, self, and others, chooses an ethical course of action, and is trustworthy.

Conscientiousness - Displays a high level of effort and commitment towards performing work and demonstrates responsible behavior.

Interpersonal Skills – Shows understanding, courtesy, tact, empathy, and concern, develops and maintains relationships, may deal with people who are difficult, hostile, and/or distressed, relates well to people from varied backgrounds and situations, and is sensitive to individual differences.

Oral Communication – Communicates or explains ideas and/or information clearly. Thoughts are well organized and recognizes potential miscommunications.

Problem Solving – Identifies problems, determines accuracy and relevance information, and uses sound judgment to generate and evaluate alternatives and to make recommendations.

Reading - Learns from written material by determining the main idea or essential message and recognizes correct English grammar, punctuation, and spelling.

Listening - Receives, attends to, interprets, and responds to verbal messages and other cues such as body language in ways that are appropriate to listeners and situations.

Writing - Uses correct English grammar, punctuation, and spelling to communicate thoughts, ideas, information, and messages in writing.

Flexibility - Adapts quickly to changes.

Speaking - Uses correct English grammar to organize and communicate ideas in words that are appropriate to listeners and situations and uses appropriate body language.

Memory - Recalls information that has been presented previously.

Diversity – Is sensitive to cultural diversity, race, gender, and other individual differences in the workforce.

Customer Service – Works and communicates with clients and customers to satisfy their expectations and committed to quality services.

Self Management - Sets well-defined and realistic personal goals, monitors progress and is motivated to achieve, manages own time, and deals with stress effectively.

Physical Demands (Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs):

Carrying: transporting an object, usually by hand, arm, or shoulder.

Crouching: bending body downward and forward by bending legs.

Eye/hand/foot coordination: performing work through using two or more.

Feeling: Perceiving attributed of objects by means of skin receptors.

Standing: remaining on one's feet in an upright position.

Walking: moving about on foot.

Pushing: exerting force upon an object so that the object is away.

Pulling: exerting force on an object so that it is moving to the person.

Stooping: bending the body by bending spine at the waist.

Kneeling: bending legs to come to rest on one or both knees.

Reaching: extending the hand(s) and arm(s) in any direction.

Handling: seizing, holding, grasping, or otherwise working with hands.

Fingering: picking, pinching, or otherwise working with fingers.

Talking: expressing or exchanging ideas by means of spoken words.

Hearing: perceiving the nature of sounds by the ear.

Repetitive motions: Making frequent movements with a part of the body.

Lifting: Raising or lowering an object more than 50 pounds.

Working Environment:

Contact with patients under wide variety of circumstances

Exposed to infections and contagious disease

Exposed to risk of blood borne diseases

Exposed to unpleasant elements (accidents, injuries and illness)

Occasional pressure due to multiple calls and inquiries

Occasionally exposed to radiation hazards

Requires judgment/action which could result in death of patient

Subject to many interruptions

Subject to varying and unpredictable situations

Education Requirement:

Completion of a course of study in Radiologic Technology specializing in Mammography as approved by the American Registry of Radiologic Technologists.

Experience Requirement:

None

Education/Experience Equivalency:

None

Licensure and/or Certification:

Possession of a Colorado Class "R" Driver's license at the time of application.

Certification as a Registered Radiologic Mammography Technologist (R.T.) with American Registry of Radiologic Technologists (ARRT), at time of application

OR

Certification as a Registered Radiologic Technologist with ARRT with provisional mammography certification, and taking part in a structured mammography training program under direct supervision of an ARRT Registered Radiologic Mammography Technologist, at time of application.

CLASS DETAIL

FLSA CODE: Non-Exempt

ESTABLISHED DATE: 9/16/1995

ESTABLISHED BY: Janell Flaig

REVISED DATE: 12-13-09

REVISED BY: Tony Gautier

CLASS HISTORY 12/2009-Spec placed into current format; competency and distinguishing characteristic statements added.