

Position Title:	Nuclear Medicine Technologist
Award Classification:	Nuclear Medicine Technologist – Maternity Cover
Award / Agreement Name:	Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026
Current Effective Date:	April 2026
Reports to:	Associate Program Director Nuclear Medicine
Responsible to:	Program Director Medical Imaging

1. ORGANIZATIONAL INFORMATION

Eastern Health is one of Melbourne’s largest metropolitan public health services. We provide a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care, community health and statewide services to people and communities that are diverse in culture, age and socio-economic status, population and healthcare needs.



2. POSITION SUMMARY

Under the supervision of the Associate Program Director Nuclear Medicine they will assist in the effective and efficient provision of Nuclear Medicine and PET services across Eastern Health. They are to provide clinical expertise and assist in ensuring best practice in all aspects of the service. They will be expected show a willingness to work un-rostered overtime to complete unfinished urgent cases as required. Staff are required to be rostered across multiple EH sites as directed by the Associate Program Director Nuclear Medicine. **Note reference to Nuclear Medicine includes the Nuclear Medicine PET department and the activities performed therein.**

Key Result Areas:

- 1. Administrative:** Assist in the operation of a well co-ordinated, integrated and efficiently functioning Nuclear Medicine department within the radiology department, with special regard to staff organisation, training and motivation

- 2. Clinical:** To perform examinations and associated duties in accordance with standard practice, departmental policy and guidelines as described by the Australian and New Zealand Society of Nuclear Medicine

- 3. Educational:** Work in a department that encourages continual professional development and is included in educating students from educational organisations.

Key Performance Criteria:

- 1. Administrative:**
 - 1a.** Assist the Nuclear Medicine Supervisors with the provision of Nuclear Medicine services at Eastern Health characterised by the highest standards of quality, efficiency, safety and patient care.

 - 1b.** Liaise and work with staff of other units and departments within the hospital.

 - 1c.** Undertake other administrative duties as directed by the Associate Program Director Nuclear Medicine.

- 2. Clinical:**
 - 2a.** Undertake Nuclear Medicine imaging examinations as requested by the Associate Program Director Nuclear Medicine.

 - 2b.** Perform such Nuclear Medicine examinations as requested in writing by suitably qualified medical officers. Perform such examinations in accordance with standard practice, departmental policy and guidelines as described by the. Australian and New Zealand Society of Nuclear Medicine

 - 2c.** Complete all such clerical duties as are normally associated with the Nuclear Medicine imaging of patients in Nuclear Medicine Department, including processing of request forms, patient scheduling, recording of examinations, document control, handling enquires re such procedures and preparing images for reporting

 - 2d.** Understand and comply with the Hospital's safety policies

- 3. Educational:**
- 3a.** Work in an environment which leads the clinical education of student NMTs ensuring adequate guidance and exposure as is required of their clinical experience programme.
 - 3b.** Participate in the on-going in-house professional development program for Nuclear Medicine staff.
 - 3c.** Continually upgrade knowledge for personal and professional development. Keep up-to-date with modern trends, techniques and practices in the field of Nuclear Medicine imaging.
 - 3d.** Attend relevant educational lectures and conferences.

Other:

Safety: Assist in the provision and maintenance of an optimal environment protecting the patients and staff from the dangers of radiation exposure, chemical fumes, accidental fire and other hazards.

Physical Skills: Physical ability to operate all equipment necessary for the satisfactory completion of the full range of Nuclear Medicine examinations performed at Eastern Health, and the duties of the Nuclear Medicine technologist as described in this position description.

The Nuclear Medicine technologist may be required to engage in any or all, but not limited to, the duties listed in the above position description. The Nuclear Medicine technologist may be required to assist with such other duties from time-to-time in the operation of the Nuclear Medicine department.

4. SAFE PRACTICE AND ENVIRONMENT

Occupational Health and Safety

- Provide and maintain so far as is practicable a working environment that is safe and without risk to health. Take care of your own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines.
- Comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensation (WIRC) Act 2013.

5. TRAINING AND DEVELOPMENT

Relevant, practical and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem-solving approach and to be competency based.

6. QUALITY

Eastern Health is accredited by the independent Australian Council on Healthcare Standards (ACHS) and the National Association of Testing Authority (NATA) by an approved accreditor under the Diagnostic Imaging Accreditation Scheme (DIAS) in recognition of the achievement of acknowledged standards and the commitment to continuous improvement in the provision of healthcare. Staff are required to actively participate in quality

improvement activities within the department which meet the requirements of the ACHS and the NATA/DIAS Accreditation Program.

As a staff member employed by Eastern Health services you must have and maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice.

You are responsible for ensuring safe high-quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the EH approach to patient and family centred care.

7. CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2000.

8. EQUAL EMPLOYMENT OPPORTUNITY

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

9. PERFORMANCE DEVELOPMENT

A Performance Review (Achieve Conversation) , that includes agreed targets, will occur three (3) months from commencement and then annually on the basis of the duties and responsibilities outlined in this position description. This is an opportunity to review personal and the allocated work unit's service performance, facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of on-going self and allocated work unit's service development.

10. ATTACHMENTS

- Attachment 1 Key Selection Criteria

11. NOTE

Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all-inclusive.

Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Eastern Health Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity and Confidentiality.

Signed: _____

Date: ____/____/____

Manager

INCUMBENT STATEMENT

I _____ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____

Date: ____/____/____

ATTACHMENT 1

KEY SELECTION CRITERIA

Position Title:	Nuclear Medicine Technologist
Award Classification:	Nuclear Medicine Technologist – Grade 1-2
Award / Agreement Name:	Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026
Current Effective Date:	April 2026
Next Review Date:	April 2027
Reports to:	Associate Program Director Nuclear Medicine
Responsible to:	Program Director Medical Imaging

Qualification:

Essential:

Qualifications that would ensure eligibility for membership of the Australian and New Zealand Society of Nuclear Medicine (ANZSNM).

Current Certificate of Registration AHPRA (Nuclear Medicine) and Radiation Use Licence (Victoria)

Active involvement in continuing professional development.

Driver's licence

Desirable:

Experience with SPECT / CT and PET

Experience:

Clinical experience in the provision of Nuclear Medicine services commensurate with the applicant's level of experience. Exposure to a broad range of imaging examinations including SPECT CT and PET.

Personal

Attributes:

Must be able to demonstrate good communication skills and a consumer - patient focus with a commitment to patient care.

Demonstrates commitment to the overall efficiency and functioning of their workplace.

Demonstrates the ability to work autonomously and as part of a team.

Must possess good self-evaluative skills and desire to learn.

Must be innovative and interested in new ideas.

Must be prepared to embrace change, demonstrate agility and a willingness to participate in the change process.

Personal and professional standards must be demonstrably high.