Eastern Health

POSITION DESCRIPTION

Position Title:	Sonographer
Award Classification:	Up to Grade 4 SO60-65
Award / Agreement Name:	Health Professionals Services Award
Position Reports to:	Associate Program Director Imaging EH - Ultrasound

EASTERN HEALTH – GREAT CARE, EVERYWHERE, EVERY TIME

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

1. POSITION PURPOSE

The Sonographer is responsible for the provision of high-quality, patient-centred ultrasound imaging services across Eastern Health.

Sonographers within this role operate within a mixed-experience workforce model, where individuals demonstrate varying levels of clinical capability, autonomy, and technical proficiency based on their experience, demonstrated competence, and credentialed scope of practice.

The role requires the application of professional judgement, technical expertise, and collaborative practice to deliver safe, efficient, and responsive diagnostic imaging services within a multidisciplinary healthcare environment.

Sonographers are expected to contribute to clinical excellence, service delivery, education, and continuous improvement, while practising within an agreed and evolving scope of practice.

2. SCOPE

Sonographers appointed to this role will contribute to the delivery of ultrasound services across a broad range of clinical areas, commensurate with their experience, skills, and demonstrated competency.

Within the department, practitioners may demonstrate varying levels of capability across different examination types and clinical settings. This may include:

- Developing proficiency across core ultrasound examinations with appropriate support
- Independently performing routine and moderately complex examinations
- Contributing to more complex or specialised examinations and supporting team members where appropriate

The level of autonomy, clinical responsibility, and supervision will be aligned with individual experience, competence, and service requirements, and may evolve over time.

3. MAJOR DUTIES AND/OR RESPONSIBILITIES

1. Clinical Practice

- Perform ultrasound examinations in accordance with departmental protocols, professional standards, and patient care principles
- Exercise clinical judgement in the conduct, modification, and prioritisation of examinations
- Adapt scanning techniques to address clinical presentations, patient complexity, and diagnostic requirements
- Accurately document sonographic findings and contribute to structured worksheets supporting radiologist reporting
- Recognise and appropriately escalate urgent or unexpected findings in accordance with clinical protocols
- Perform imaging throughout the Eastern Health Imaging Sites and clinical environments including outpatient, inpatient, emergency, and ICU demands.
- Deliver imaging in technically challenging and complex patient scenarios, including acute and critically unwell patients

Scope of Examinations

Practice will align to credentialed scope and may include:

Core Practice:

- General ultrasound
- Basic vascular (e.g., DVT studies)
- Routine obstetric and gynaecological imaging
- Small parts

Extended / Advanced Practice (based on competency):

- Complex obstetrics (e.g., morphology, multiple pregnancy)
- Advanced vascular (e.g., arterial, AV fistula, grafts)
- Interventional procedures
- Paediatric imaging
- Mobile and critical care ultrasound

2. Professional Practice and Accountability

- Practise within an agreed and periodically reviewed scope of practice based on competency and service needs
- Maintain compliance with:
    - ASAR registration requirements
    - ASA and ASUM professional standards
- Demonstrate accountability for clinical decisions and technical performance
- Recognise limitations of own expertise and seek guidance or escalate as required
- Ensure patient safety, dignity, and cultural sensitivity in all aspects of care

3. Workflow and Service Delivery

- Contribute to efficient workflow across multiple Eastern Health sites
- Participate in rostered shifts, including weekends, evenings, and on-call services
- Utilise digital systems including RIS, PACS, and EMR to support accurate and efficient service delivery
- Assist in patient scheduling, workflow coordination, and service optimisation as required
- Collaborate with radiologists, medical staff, and multidisciplinary teams to support patient pathways

4. Education and Workforce Contribution

- Participate in ongoing professional development and CPD in line with ASAR requirements
- Contribute to a positive learning environment for:
    - Student sonographers
    - Junior staff
    - Medical trainees
- Provide clinical supervision, mentoring, and feedback appropriate to experience level
- More experienced practitioners are expected to:
    - Support education delivery
    - Contribute to competency development of staff
    - Act as role models for professional practice

5. Leadership and Service Improvement

- Contribute to continuous quality improvement initiatives
- Support the development and review of clinical protocols and workflows
- Participate in departmental audits, accreditation activities, and service reviews
- Identify opportunities for innovation, efficiency, and improved patient outcomes
- Sonographer may contribute to:
    - Informal leadership within teams
    - Service development initiatives
    - Clinical governance activities

6. Key Performance Indicators

Performance will be assessed relative to experience and scope of practice, including:

- Delivery of safe, high-quality ultrasound examinations
- Effective clinical decision-making and escalation
- Productivity and workflow efficiency
- Compliance with professional and organisational standards
- Contribution to team function and learning environment
- Engagement in CPD and skill development

4. SAFE PRACTICE AND ENVIRONMENT

Occupational Health and Safety

Eastern Health is committed to provide and maintain a working environment for all staff that is safe and without risk to health. All staff are to take care of their 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. This includes staff reporting of all clinical and OHS incidents and near misses, in particular those related to Occupational Violence, Manual Handling and Slips, trips and falls.

Staff are required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensations (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.

You are expected to participate in the personal development process on an annual basis.

6. QUALITY

As a staff member of Eastern Health staff are required to comply with Eastern Health performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards and accreditation standards.

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 centered care.

6. 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 2001.

7. 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.

8. PERFORMANCE DEVELOPMENT

A Performance Review, 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.

9. EASTERN HEALTH'S PROMISE

Our promise to our communities, patients, consumers and staff is that we will be **HEALTHIER TOGETHER**. Bolder than a vision for the future, our promise calls us to action. We know that working together is the only way we can achieve what is necessary for a healthier future.

Our values are ones in action and are the behaviours that matter most.

- Respect for all
- Safe always
- Partnering in care
- Learning and improving everyday

Learning from the challenges of the past and looking to the future, we understand that we are building towards a more engaged, more reliable, always safe health service in partnership with our people to improve every day.

10. 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.

Vaccination against infectious disease is a mandatory requirement of this role. An offer of employment is conditional on you providing evidence that you are currently vaccinated against COVID-19, prior to commencing employment.

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

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Award Classification:	SON60-65
Award / Agreement Name:	Health Professionals Services Award
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QUALIFICATIONS AND EXPERIENCE

Essential

- Qualification in Medical Ultrasound recognised by ASAR
- Current ASAR registration
- Demonstrated competency in performing a range of ultrasound examinations within a clinical imaging environment
- Ability to exercise sound clinical judgement in the conduct and adaptation of ultrasound examinations
- Demonstrated ability to recognise and appropriately escalate significant or unexpected findings
- Experience working effectively within a multidisciplinary healthcare team

Desirable

- Postgraduate qualification (e.g., Masters of Medical Ultrasound)
- Experience across multiple ultrasound disciplines

Attributes

- Strong patient-centred approach with commitment to safe, high-quality care
- Effective communication and interpersonal skills
- Ability to work both independently and collaboratively within a multidisciplinary team
- Demonstrated organisational skills and ability to work efficiently in a dynamic clinical environment
- Commitment to continuous learning and professional development
- Adaptability and a positive approach to change
- High level of professional integrity and accountability