

## CARDIAC SONOGRAPHER

### 1. PURPOSE OF POSITION

Cardiac sonographers perform echocardiograms or ultrasound imaging to evaluate different aspects of the heart, such as chamber size, valve function and blood flow, thus enabling Physicians to diagnose structural abnormalities of the heart.

### 2. ORGANISATIONAL VALUES

The Taranaki District Health Board's (DHB) our mission (Te Kaupapa) is improving, promoting, protecting and caring for the health and well-being of the people of Taranaki. Taranaki DHB's values define who we are as an organisation, the way we work with each other, our patients, whanau and external partners. Our Te Ahu Taranaki DHB values are:

<b>Partnerships</b>	WHANAUNGATANGA	We work together to achieve our goals
<b>Courage</b>	MANAWANUI	We have the courage to do what is right
<b>Empowerment</b>	MANA MOTUHAKA	We support each other to make the best decisions
<b>People Matter</b>	MAHAKITANGA	We value each other, our patients and whanau
<b>Safety</b>	MANAAKITANGA	We provide excellent care in a safe and trusted environment

### 3. DIMENSIONS

<b>Reports to:</b>	Clinical Nurse Manager, Cardiology & Respiratory Outpatients
<b>Number of people reporting to you</b>	-
<b>Financial limits authority</b>	-
<b>Operating Budget</b>	-

### 4. WORKING RELATIONSHIPS

External	Internal
Fulford Radiology Waikato Cardiology Department GPs	Cardiologists Respiratory Physicians CNM Cardiology & Respiratory OPD Community Ambulatory Manager Inpatient & ICU CNMs Referring Clinicians Respiratory Physiologists Cardiac Physiologist

	Cardiac Sonographers Physiologist Professional Lead Community Ambulatory Staff Service Manager- Medical
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**5. ACCOUNTABILITIES**

Key area of responsibility	Expected outcomes
<b>High quality diagnostic testing</b>	<ul style="list-style-type: none"> <li>• Consistently meet Society of Cardiopulmonary technology competency standard for competencies within scope of practice</li> <li>• Follows all internal processes and guidelines for practice</li> <li>• Efficient service delivery</li> <li>• Patient focused</li> <li>• All recordings are accurate and of a high quality Testing work and related tasks are performed in a timely manner</li> <li>• Test results are acted upon as quickly as they demand e.g. provided to requesting clinicians and/or patient records as clinical significance dictates</li> <li>• At the discretion of the Clinical Nurse Manager, other cardiac diagnostics maybe performed to cover the Cardiac Physiologists.</li> </ul>
<b>Maintaining equipment, supplies and service</b>	<ul style="list-style-type: none"> <li>• Equipment, supplies and testing rooms and team areas are maintained and stocked</li> <li>• Maintains current knowledge of correct technical operation of equipment, working within written operational guidelines/procedures</li> <li>• Contributes positively to equipment maintenance &amp; cleaning programmes</li> <li>• Ensures equipment is maintained in good working order</li> <li>• Machines and testing rooms are left clean &amp; ready for their next users</li> <li>• Recordings are technically correct</li> <li>• Equipment failures are immediately notified</li> <li>• Performs equipment-user testing &amp; calibration when required</li> <li>• Only uses equipment that meets electrical safety test standard</li> </ul>

Organisational Accountabilities	Expected Outcome for all employees
<p><b>Health Equity</b></p>	<p>The TDHB strives to eliminate health inequalities and achieve health equity for the Taranaki population. In practical terms this means all staff are required to implement relevant health equity policies, procedures, approaches and guidelines issued from time to time including:</p> <ul style="list-style-type: none"> <li>• the Pae Ora Framework which requires:               <ul style="list-style-type: none"> <li>○ Demonstrating the principles of Partnership, Participation and Protection under the Treaty of Waitangi;</li> <li>○ improving understanding of the determinants of ethnic inequalities in health, in particular the “Drivers of ethnic inequalities in health” and the “Pathways to Inequalities” both of which are referenced in the TDHB Pae Ora Framework, Appendix 1;</li> <li>○ Ensuring Health Equity assessment is embedded into your practise where services, policies or programmes are expected to improve outcomes for Māori;</li> <li>○ Effectively implementing health equity approaches outlined for Health Professionals in “Equity of Health Care for Maori: A Framework” published by the Ministry of Health to support He Korowai Oranga Refresh 2014, national Maori Health Strategy;</li> <li>○ Ensuring appropriate health literacy responses are used for effective engagement with Māori;</li> </ul> </li> <li>• You must ensure accurate ethnicity data is collected or held for patients and clients you interact with by following the TDHB Ethnicity Data Collection Policy and procedures;</li> <li>• You must attend the Cultural Competency training provided by and for staff of the TDHB including Treaty of Waitangi workshop, General/Clinical Refreshers, Engaging Effectively with Maori and any other training identified as essential for staff.</li> </ul>
<p><b>Health and Safety</b></p>	<ul style="list-style-type: none"> <li>• Maintains a safe and healthy environment</li> <li>• Complies with health &amp; safety policies and procedures</li> <li>• Carries out work in a way that does not adversely affect their health and safety or that of other workers</li> <li>• Complies with procedures and correctly use personal protective equipment and safety devices provided</li> <li>• Contributes to hazard identification and management process</li> <li>• Reports accurately near misses/incidents/accidents in a timely manner</li> <li>• Participates in health and safety matters</li> </ul>
<p><b>Personal Development</b></p>	<ul style="list-style-type: none"> <li>• Fully contributes to the individual’s team performance and is committed to identify and pursue opportunities for developing new knowledge and skills.</li> <li>• Participates in the performance appraisal process where</li> </ul>

Organisational Accountabilities	Expected Outcome for all employees
	personal performance and development is reviewed. <ul style="list-style-type: none"> <li>• Willing to accept new responsibilities, acquire and demonstrate relevant new knowledge.</li> </ul>

**6. VARIATION TO DUTIES**

Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities can be amended from time to time either by additional, deletion or straight amendment to meet any changing conditions, however this will only be done in consultation with the employee.

**7. CAPABILITY REQUIREMENTS**

Capabilities are the behaviours demonstrated by a person performing the job. Capabilities identify what makes a person most effective in a role. Those listed below are expected for the Cardiology team roles in the organisation. The required capabilities can change as the organisation develops and the roles change.

Capability
<p><b>Effective Communication</b></p> <p>Shares well thought out, concise and timely information with others using appropriate mediums. Ensures information gets to the appropriate people within the organisation to facilitate effective decision making</p>
<p><b>Decision Making/Problem Solving</b></p> <p>Demonstrates effective and timely decision making/problem solving techniques. Aware of the impact of decisions on key stakeholders and consults as appropriate utilising available resources. Is proactive and effective when problem solving is required.</p>
<p><b>Innovation/Initiative</b></p> <p>Continually strives for new and improved work processes that will result in greater effectiveness and efficiencies. Questions traditional ways of doing things when choosing a course of action or finds new combinations of old elements to form an innovative solution.</p>
<p><b>Resilience/Flexibility</b></p> <p>Articulates differing perspectives on a problem and will see the merit of alternative points of view. Will change or modify own opinions and will switch to other strategies when necessary. Adjusts behaviour to the demands of the work environment in order to remain productive through periods of transition, ambiguity, uncertainty and stress.</p>
<p><b>Cultural Safety</b></p> <p>Demonstrates a commitment to cultural safety by meeting and exceeding the cultural needs of clients/customers/colleagues. Manages cultural ambiguity and conflicting priorities well. Understands concepts of whanaungatanga and manaakitanga and Maori cultural orientation to whanau, hapu and iwi.</p>

**Capability**

**Teamwork**

Works to build team spirit, facilitates resolution of conflict within the team, promotes/protects team reputation, shows commitment to contributing to the teams success

**8. EDUCATION**

- Registered with Clinical Physiologist's Registry Board as a Clinical Physiologist with cardiac scope and maintains an APC.
- Formal training in Echocardiography, e.g. DMU (Cardiac, Part 2) or PGDCU (QUT) or (BSE) or equivalent.

**9. SKILLS**

- Is independent in Echocardiography and trans-oesophageal echo assistance.
- Able to provide echo guidance for pericardial taps.
- Able to train other staff in all aspects of echocardiography.
- Able to independently comment on echocardiograms performed, accurately describing and analysing the scan content.
- Active team member, contributing to department key performance indicators.

**10. EXPERIENCE**

- Two years clinical sonography experience.