

**MEDICAL DIAGNOSTIC TECHNICIAN
COMPETENCY PROFILE**

Description of Work:

Positions in this banded class perform skilled technical work in the administration of radiologic procedures used for the diagnosis and treatment of patients*. These positions perform diagnostic imaging in a variety of clinical settings. Duties performed include: taking, developing, and, sometimes interpreting, radiographs and tests; using and maintaining technical equipment effectively and/or assisting physicians during procedures. Work involves working directly with patients - preparing patients for procedures, positioning patients and providing instruction. Work may include training and/or supervising others.

ROLE DESCRIPTIONS BY COMPETENCY LEVEL		
Contributing	Journey	Advanced
<p>Employees at this level operate basic imaging equipment. Employees take and develop radiographs for screening and general diagnostic purposes including chest and orthopedic x-rays. Employees are responsible for preparing and positioning patients, maintaining equipment and supplies, and processing records and reports. Work may include assisting physicians in preparing for and performing procedures. Work may include training and monitoring of students.</p>	<p>Employees at this level take and develop radiographs including chest, general, and complex orthopedic x-rays. Employees apply special techniques in making radiographs involving the nervous system, circulatory system, the heart, and/or the brain. Employees may assist physicians with radiologic procedures. Employees are responsible for maintaining and calibrating equipment, maintaining supply inventory, assisting in scheduling procedures, and evaluating new radiological procedures, equipment, and methods. Work may also include training and monitoring of students and other staff. Employees may serve as lead worker.</p>	<p>Employees at this level perform special radiologic techniques in neurology, cardiac catheterization, and/or vascular surgery procedures. Employees apply special techniques in making radiographs involving the nervous system, circulatory system, the heart, and/or the brain, or the use of radioactive materials. Work may include performing nuclear medicine procedures and/or cardiac graphic studies. Employees may supervise others and coordinate activities in a department or section. Work includes instruction of students and training of new employees.</p>

* human beings or animals

Note: Competency statements are progressive and not all competencies apply to every position/employee. Evaluate only those that apply. For positions with some supervision consider the highest level of professional work performed.

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Competency	Definition
Knowledge - Technical	Technical skill and knowledge in medical diagnostic technician work; the ability to learn medical diagnostic techniques.
Coordination - Work	Ability to follow specific procedures and instructions. Ability to perform routine tasks. Ability to check work for accuracy. Coordinates and maintains equipment, supplies and related resources.
Patient Care	Ability to work with patients in a clinical or medical setting.
Data Collection/Analysis	Ability to observe, monitor, collect, and record data. Ability to assess the accuracy, validity and integrity of the data. Ability to monitor and collect research data to assess accuracy, validity, and integrity. Ability to interpret and evaluate results and create reports and/or presentations.
Instruction	Ability to instruct and train employees, students, faculty and/or other clients by providing information, including appropriate procedures, practices and/or operation of equipment.

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COMPETENCY PROFILE**

Knowledge - Technical

Technical skill and knowledge in medical diagnostic technician work; the ability to learn medical diagnostic techniques.

Contributing	Journey	Advanced
1. Applies basic knowledge of anatomy, principals of imaging, positions of patients and medical ethics.	1. Applies full knowledge of anatomy, principals of imaging, positions of patients and medical ethics. Applies considerable knowledge of medical problems that may be encountered; applies knowledge of first aid in emergency situations.	1. Applies extensive knowledge of procedures techniques, and equipment required in specialized diagnostic procedures. Applies full knowledge of medical problems that may be encountered.
2. Applies basic knowledge of the principles of operating and maintaining imaging equipment.	2. Applies full knowledge of the principles of operating and maintaining imaging equipment. Applies considerable knowledge of department and organizational policies and procedures.	2. Applies full knowledge of principles of operating specialized imaging equipment and preventive maintenance.
3. Applies basic knowledge of safety procedures used for preventing or reducing radiation hazards.	3. Applies full knowledge of safety procedures used for preventing or reducing radiation hazards.	3. Applies in-depth knowledge of local, state and Federal safety laws and regulation.
4. Applies basic knowledge of aseptic techniques.	4. <i>see Contributing level</i>	4. <i>see Contributing level</i>

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Coordination – Work

Ability to follow specific procedures and instructions. Ability to perform routine tasks. Ability to check work for accuracy before completion of tasks.

Contributing	Journey	Advanced
1. Positions patient and operates imaging equipment to secure desired results. Facilitates the effective operation of a clinic through monitoring patient flow.	1. Advises others in preparation and positioning of patients; positions and prepares patients for special procedures. Assists supervisor with scheduling and improving patient flow.	1. Performs and/or assists in specialized tests in one or more specialized area(s). Coordinates the scheduling of patients; prepares work schedules and assignments for staff.
2. Adjusts equipment to secure quality test results; maintains equipment and makes minor repairs and adjustments. Prepares work area and maintains sterile conditions.	2. Trains others in operations of equipment and in safety procedures; identifies need for variation in testing procedures; monitors quality assurance related to equipment.	2. Maintains and calibrates specialized laboratory equipment as needed. Develops specifications for equipment purchasing; maintains records involving purchases and equipment repair.
3. Processes results; reviews results and decides if procedure needs to be repeated. Prepares contrast media.	3. Uses contrast media, catheters, or special equipment; assists physicians in performance of procedures. Evaluates new procedures and modifies existing techniques.	3. Assists physicians in the performance of specialized procedures. Develops and implements new procedures and techniques.
4. Maintains appropriate inventory of supplies and instruments; may order and receive supplies.	4. Monitors use of resources; requisitions supplies.	4. Manages resources in work unit; establishes priorities in the use of resources including supplies and equipment; may monitor expenditures.
5. Understands and complies with the quality control procedures.	5. Evaluates and modifies quality control procedures.	5. Assists in developing and monitoring quality control program.
6. Understands and complies with safety measures and guidelines.	6. Evaluates and modifies safety measures and guidelines.	6. Assists in developing and monitoring safety measures and guidelines.

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Patient Care

Ability to work with patients in a clinical or medical setting.

Contributing	Journey	Advanced
1. Greets patients and gains their confidence and cooperation in the procedure.	1. Documents and maintains patient care procedures.	1. Documents and maintains patient care procedures for specialized procedures; trains and supervises others.
2. Prepares patients for procedures following patient care protocols.	2. Trains and/or monitors others in preparing and positioning patients for procedures. Acts as liaison with providers to problem solve and resolve scheduling issues. Proposes quality improvement in patient care.	2. Prepares patients for specialized procedures. Develops and implements quality improvements in patient care.
3. Instructs patients on steps of the procedures and follow-up care.	3. Trains and monitors others in providing patient instruction.	3. Provides instruction to patients about specialized procedures.

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Data Collection/Analysis

Ability to observe, monitor, collect, and record data. Ability to assess the accuracy, validity and integrity of the data. Ability to monitor and collect research data to access accuracy, validity, and integrity. Ability to interpret and evaluate results and create reports and/or presentations.

Contributing	Journey	Advanced
1. Records results of radiological studies; prepares for physician review.	1. Records a variety of data from radiological studies; ensures quality control of data collection.	2. Researches issues related to abnormal test results; assists in resolving issues related to variations or discrepancies in the data.
2. Maintains data (regarding patient and studies) in data management system; files films following established protocols.	2. Oversees film management procedures and patient file maintenance.	2. Develops and implements new procedures for film management and file maintenance.
3. Prepares and analyzes some data; prepares non-routine data for analysis; prepares routine reports.	3. Prepares and analyzes a wide variety of data; prepares more complex reports.	3. Provides analysis of complex data and/or data from highly specialized tests; interprets study results and discusses preliminary findings with higher level professional in the field of study.

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Instruction

Ability to instruct and train employees, students, faculty and/or other clients by providing information, including appropriate procedures, practices and/or operation of equipment.

Contributing	Journey	Advanced
1. Participates in the orientation of staff and instruction of students.	1. Coordinates orientation and on-site training for staff; trains and/or supervises the work of students in performing diagnostic procedures.	1. Trains, evaluates and counsels other technicians. Assists in developing and delivering educational programs for staff and students.
2. Instructs medical students, interns and residents on radiographic techniques; monitors results.	2. Performs weekly clinical rotations; explains, critiques, and grades work of students. Designs and presents lectures, learning exercises and classroom demonstrations.	2. <i>see Journey level</i>

Recommended Minimum Training Guideline:

Graduation from high school and two years of experience in preparing for and conducting radiology and maintaining patient records and files or an equivalent combination of training and experience.

Additional Requirements: Some positions may require specific certifications or licenses. Specific jobs will require additional minimum training and/or licensing upon selection.

Special Note: This is a generalized representation of positions in this class and is not intended to identify essential work functions per ADA. Examples of competencies are primarily those of the majority of positions in this class, but may not be applicable to all positions.