

Position Description

Position Title:	Quality Control Mammographer	Incumbent:	
Last Review Date:		Department:	Center for Breast Care
Unit/Section:	Center for Breast Care	<input type="checkbox"/> Exempt	<input checked="" type="checkbox"/> Non-Exempt
Reports To (Title):	Clinical Manager	Reports To (Name):	
Employee Signature:		Approved By:	
<i>HR Use Only:</i>			
Job Code:		Job Grade:	

Basic Function: (Provide a brief explanation of the purpose of the position.)

Oversees all regulatory compliance issues, including all aspects of the Mammography Quality Standards Act as it is defined by the FDA and ACR. Responsible for preparation for federal inspections and ACR accreditation. Responsible for coordination of tasks and documentation for Quality Assurance. Ensures the department consistently produces high quality mammographic exams and procedures to aide in medical diagnosis, treatment, and prevention of disease.

Major Responsibilities (List job responsibilities in order of priority, i.e., list in order of greatest impact on the organization.)

1. Coordinates activities/tasks to maintain compliance and accreditation with the Mammography Quality Standards Act (MQSA) and the American College of Radiology (ACR).
2. Demonstrates high-level knowledge of established protocols and equipment operation when performing quality control testing. Provides instruction and feedback to technologists.
3. Works closely with the Mammography Technologists, Physicians, RNs, Physicists and Bio Med to ensure the department operates within compliance of MQSA regulations.
4. Provide QC resources and education to all Gundersen Lutheran mammography sites.
5. Prepares/modifies/updates all Quality control documentation forms for clinics.
6. Performs frequent review of all clinics' QC records with onsite visits to ensure compliance with MQSA.
7. Coordinates all annual Inspections and documentation required by MQSA or ACR.
8. Works together with radiologists, manager, sales representatives and purchasing to assure a cost effective inventory management process.
9. Assumes responsibility to provide a quality-learning environment for technologists, patients, patient's families, students, and coworkers.
10. Responsible for contributing to staff meetings, organizing in-services, conducting continuing education and quality assurance work as required by the department.
11. Maintains confidentiality with others regarding patient and organizational information
12. Provides training and guidance for the orientation of new staff and new exam protocols.
13. Performs other job-related responsibilities as requested.

Scope of the Job (Define the job as it relates to the larger scheme of the organization.)**Budget Authority/Responsibility:**

Capital and/or Project Operating Budget: Input

Total number of employees this position oversees: N/A**Number of Direct Reports:** N/A**Title(s) of Direct Reports:** N/A**Number of Indirect Reports:** N/A**Title(s) of Indirect Reports:** N/A**Principal Interfaces** (List the titles of individuals with whom this position interacts, both inside and outside the organization.)**Internal:** Providers, Co-workers, Clinical Engineering, Medical Physicists, Regional Mammography technologists, support and paramedical staff**External:** Patients, patient's families, service engineers, applications reps, sales reps, referral providers, Inspectors.**OSHA Category (check one):**☐ Category I ☒ Category II ☐ Category III**Physical Requirements:** Walking, bending, twisting, lifting**Age specific Population Served:** Adolescent, adult and geriatric**Position Qualifications****Education/Learning Experience**

Required: Graduate of approved School of Radiologic Technology,

Work Experience

Required: Mammography Technologist with 3 years of experience.

Desired: 3-5 years experience as a Quality Control Technologist.

Skills/Knowledge

Required:

1. Ability to work effectively with and provide direction to the Center for Breast Care team.
2. Effective verbal and written communications
3. Ability to adapt to a changing work environment
4. Strong Customer Service and Patient Care Skills
5. Detailed knowledge of the Quality Control testing requirements and documentation.

Desired:

1. Able to accept extra projects and follow them through to completion.
2. Operate all department equipment
3. Understand all procedure protocols.
4. Performs professionally and effectively in stressful situations.
5. Computer skills

Licenses/Certifications

Required:

1. ARRT registered – Radiology and Mammography
2. CPR certified

Desired:

1. ARRT registered – Quality Management