



**VALLEY HEALTH TEAM**  
LIVE BETTER. VIVE MEJOR.  
JOB DESCRIPTION

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| POSITION:             | X-RAY TECHNICIAN      |
| REPORTS TO:           | CHIEF MEDICAL OFFICER |
| POSITIONS SUPERVISED: | NONE                  |
| CLASS:                | REGULAR               |
| CAT:                  | FULL-TIME             |
|                       | NON-EXEMPT            |

**BASIC FUNCTIONS:**

Under the direction of the Chief Medical Officer, the X-Ray Technician will provide patient services using a variety of general diagnostic and routine fluoroscopic examinations that require independent judgement and initiative.

**DUTIES AND RESPONSIBILITIES:**

1. Demonstrate the ability to perform various radiographic procedures as determined by the radiology department protocols and management.
2. Operate and maintain equipment in accordance with the manufacturer's guideline, reporting any malfunctions to the Chief Medical Officer.
3. Responsible for regularly stocking supplies in assigned areas as needed.
4. Crosstrain into other modalities as required or determined by the Chief Medical Officer.
5. Ensure the proper disposal of all contaminated or potentially contaminated materials in accordance with medical department directives, center policy as well as state and federal regulation(s).
6. Perform all functions in full compliance with the center's and the Medical Department Exposure Control Plan including but not limited to the use of Personal Protective Equipment and Universal Precautions.
7. On a temporary basis, may be required to work at any satellite facility.
8. Contribute to team effort by assisting other departments as needed and while maintaining confidentiality of VHT's business.
9. Work cooperatively with all staff members and outside sources in a professional manner to deliver a high level of service.
10. Observe and practice all VHT Patient Experience Service Standards as outlined in "World Class Practices: My Commitment to Care (which I have read and signed). Practice CICARE when interacting with patients, their families, visitors, or internal customers.
11. Practice CICARE phone etiquette during all phone interactions.
12. Always exercise courtesy whenever patients, family members, visitors and co-workers are present.
13. Respect privacy and dignity of our patients, family members, visitors and co-workers.
14. Maintain professionalism in the presence of patients, their families, visitors and co-workers.
15. Act as a role model, verbally and behaviorally demonstrating skill, enthusiasm, positive problem solving, commitment and loyalty to the profession and the organization.
16. Engage as a member of the care team caring for individuals in the community
17. Prep for and lead daily huddles
18. Promote and educate on evidence-based preventive care, chronic care needs, and self-management support
19. Deliver clinical screening tests and immunizations
20. Follow applicable regulations: Joint Commission, OSHA, HIPAA, and CLIA.
21. Serves and protects the practice by adhering to professional standards, policies and procedures, federal, state, and local requirements, and The Joint Commission Accreditation of Healthcare Organization standards.
22. Perform other related duties, which may be inclusive, but not listed in the job description.

**MINIMUM QUALIFICATIONS:**

1. Completion of A.M.A. approved course of training Radiology Technology
2. Current California Certified Radiologic Technologist License (CRT) or ARRT.
3. Current Basic Life Support card
4. Minimum one (1) year work experience
5. Willingness to work well with other healthcare providers
6. Strong customer service skills (preferably within a service industry)
7. Ability to communicate effectively, both verbal and written
8. Must have strong organization skills; ability to multi-task
9. Modern office practices and procedures (including email)
10. Fluent conversational English/Spanish preferred
11. Ability to be flexible with work schedule and available to work at all site locations
12. Must have own transportation, valid California Driver's License and current proof of automobile insurance coverage
13. Demonstrated ability to provide world-class patient experience using CICARE principles and practices. Ability to be proactive and to go above and beyond the call of duty; take initiative to provide a world class patient experience in all encounters via email, phone or in person

**TYPICAL WORKING CONDITIONS:** The office setting is a normal work environment. Occasionally work during early morning, evening or weekend. May be subjected to temperature variances in the office.

**TYPICAL PHYSICAL DEMANDS:** Requires sitting, standing, or walking for up to eight hours a day. Some bending, stretching, or reaching may be necessary. Lifting up to 40 pounds may be required on occasion. Vision must be correctable to 20/20 and hearing must be in the normal range for telephone contact.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may come in contact with hazardous equipment such as liquid nitrogen, cleaning agents, and sharps. The noise level in the work environment is usually moderate but may become excessively loud with the increased patient flow during a busy clinic day.

I, the employee, understand the responsibilities and standards of my position as listed above, and I agree to fulfill them to the best of my ability. I understand I am an at-will employee and can be terminated at any time with or without cause. I also understand the Valley Health Team Inc. will not be responsible in any manner for termination's which are due to defunding of Federal or State Contracts. I also agree that the VHT Board of Directors have the right to modify the Personnel Policies which govern my employment at any time.

This organization is an Equal Opportunity Employer. It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, sex, religion, national origin, or other protected classification.

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Employee's Signature

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Date