SUBJECT/TITLE: GENERAL RADIOLOGY WEEKEND STAFF RESPONSIBILITIES

PURPOSE: Define weekend responsibilities for staff in General Radiology

DEFINITION: None

POLICY:

1. The senior imaging technologist working the weekend works in-house from 7:30 a.m. until 4:00 p.m. Saturday and Sunday.

2. The clinical chief technologist works in-house from 9:00 a.m. to 1:00 p.m.

3. A 7:00 a.m. imaging technologist is on-call from 5:00 p.m. Friday night until Monday at 7:00 a.m. on pager 9-341-6948.

4. At 9:00 a.m., it is the responsibility of the Supervisor to be in 3-JCP to be certain all employees are here.
   1. Four and one-half (4.5) Staff Radiographers
   2. Two (2) Senior Students
   3. Two (2) Junior Students
   4. Trans aide
   5. Film Management
   6. Receptionists

5. The Clinical Chief Technologist is responsible for coordinating the services in the most productive and efficient manner, duties include:
   1. Assigns technologists and students as work load indicates.
   2. Assigns technologists and students lunch schedules.
   3. Handles maintenance and equipment problems.
   4. Handles complaints and questions from floors, students, staff, etc.
   5. Does in-patients on 3-JCP when time is available.