

POSITION DESCRIPTION

Position Title	Staff Radiation Therapist
Business area:	St George's Cancer Care Centre
FTE:	As per Conditions of Employment
Reports to:	RT Clinical team leader
Approved by:	Vivienne Ali, Practice Manager

Position Objective

To plan and deliver an exceptional level of care for those patients undergoing radiation treatment

To be familiar with and comply with the Mission, Vision, Values and Goals of St Georges Cancer Care Centre.

Functional Relationships

Internal:	External:
Clinical Directors, Physicists, Practice manager, Radiation Therapists, Oncologists, Nurses, Information Technology staff, other administration and allied health staff	Cancer Society, CDHB Oncology Service, Christchurch Radiology Group (CRG), and other Cancer related organizations, and referrers, Elekta team

Key Areas of Accountability

Area of Accountability	Expected Results
Set and maintain the highest possible standard of patient care	- A focus on patient needs is expressed at all times - Ensure that our patients are provided the highest level of care: Educate, prepare and reassure patients and their families-all procedures are explained in a clear manner, and the patient receives the appropriate written information. - Liaise with relevant allied health and support services to meet the patient needs - Seek to continuously improve the patient journey.
Plan, deliver and continually seek to improve radiation treatment services	Radiation treatment is planned, delivered and recorded in an accurate and efficient manner utilizing agreed protocols and guidelines
Leadership, Interpersonal Relationships/Teamwork To ensure effective teamwork and contribute to the achievement of CCC vision and strategic plan. To communicate effectively with patients, colleagues, other health professionals and the public.	- Develops and sustains positive internal and external relationships, through communication and consultation. - Ensures an environment that fosters communication and teamwork and collegial support to all CCC staff and the broader community. - Appreciates and respects the contribution of others within the team. - Contributes positively to the goals of the team and the organisation. - Promotes a culture of professional development by engaging with staff and initiating strategies to promote professional growth whilst recognising individual abilities and organisational needs. - Communicates honestly and openly with team members. - Mentors, coaches, acknowledges, empowers and challenges staff. - Respects and supports staff when they make ethical decisions.

Area of Accountability	Expected Results
Professional Development To maintain a high level of professional development	• Maintains and enhances current knowledge and skill base. • Participates in an annual performance appraisal and the setting of performance objectives. • Attendance at relevant meetings, courses and programs • Keep abreast of current literature and developments in the field of Radiation Oncology • Maintain familiarity with current Radiation Oncology procedures and protocols. • Enhance skills as required for new equipment and techniques
Inter-professional Healthcare and Quality Improvement To maintain a high level of quality improvement	• Actively participates in quality assurance programmes and audits, to monitor and improve standards of care, completing requested documentation and audit activities within specified timeframes. • Liaises with Quality Coordinator to ensure incidents are categorised, reviewed and investigated, and follow up actions for improvement are identified, in a timely manner • Participates in the maintenance of the ACC Workplace Safety Management standards, Ministry of Health Certification, QHNZ Accreditation and BFHI certification. • Participates in the development and review of written standards. • Communicates modifications to procedures and policies as they occur.
Organisational Culture To support a strong and positive image of St George's within the community and with key internal and external stakeholders	• Promotes harmonious working relationships. • Understands and promotes the concept of internal and external customers (e.g. patients, colleagues and clinicians) and the need for customer focus. • Assists in facilitating positive inter-departmental relationships. • Maintains confidentiality in respect to CCC's operations, business, employees, and patients. • Models CCC's values and adheres to policies and procedures.
Cultural understanding of the Treaty of Waitangi To promote cultural awareness within St George's Hospital	• Understands and promotes the principles of the Treaty of Waitangi and the implications in RT and research practice. • Respects, promotes and role models sensitivity towards ethnic and cultural differences, religious beliefs and obligations relating to the Treaty of Waitangi. • Displays a willingness to work positively with organisational strategies to improve outcomes for Maori. • Respects diversity of cultural and religious beliefs amongst staff and patients
Health & Safety To promote and ensure a safe working environment	• Ensures absolute familiarity with the procedures in the event of cardiac arrest, fire, internal and external disasters. • Performs all duties adhering to the infection control process maintaining a safe environment for both patients and staff • Participates in health and safety and infection control education sessions • Understands and uses Personal Protective equipment as required. • Ensures accidents and untoward incidents occurring in the department are reported. • Takes reasonable care for personal health and safety. • Takes reasonable care that own acts or omissions do not adversely affect the health and safety of other persons.

Area of Accountability	Expected Results
	- Complies, as far as is reasonably able, with any reasonable instruction that is given to allow St George's to comply with the Health and Safety at Work Act 2015. - Co-operates with any reasonable policy or procedure relating to health or safety at the workplace that has been notified to workers. - Ensures compliance with hospital security requirements and is vigilant in all matters of security. - Recognises safety hazards and risks and initiates appropriate corrective actions. - Participates in Health and Safety training as mandated by St George's from time to time.
Organisational effectiveness To contribute to the cost effectiveness and changing needs of the hospital business	- Sets appropriate priorities for workload. - Looks for ways and means to actively and effectively promote cost effectiveness. - Accurately completes cost accounting documents as appropriate. - Ensures department remains within budget and provides rationale for exceptions.
Other Duties To undertake other duties as requested by the Practice Manager from time to time	Performs such duties in a timely, accurate manner and in accordance with policies and procedures.

Qualifications, Experience and Personal Qualities

	Essential	Desirable
Qualifications	Registration with the Medical Radiation Technologist Board of New Zealand (MRTB)	
Experience & Knowledge		
Personal Attributes	- Empathy - Excellent communication skills - Excellent Teamwork skills	

Agreed by:

Signed: _____
 (Employee)

Date: _____

Signed: _____
 (Practice Manager)

Date: _____