

POSITION DESCRIPTION



Position Title	Radiology Nurse
Position Number	N5937
Department	Medical Imaging
Classification	Dependent on qualification
Agreement	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024 - 2028
Reports to:	Chief Medical Imaging Officer

Position Purpose:

The Radiology Nurse will be responsible for the provision of specialised nursing care for patients, inpatients or outpatients, who present for diagnostic and interventional imaging procedures at East Grampians Health Service.

The Radiology Nurse will provide support to Medical Imaging Technologists, Sonographers, Radiologists and Clerical staff by providing safe patient care and assist the Radiology team with smooth workflow of patients through the department.

About the Department:

The Medical Imaging Department is located at the main site in Ararat. It supports EGHS clinical service by offering imaging to both acute patients and the community. Our department provides: X-ray, CT, ultrasound, OPG, Bone Density Imaging, Mobile and Theatre imaging as well as interventional procedures.

Our Values



Integrity

We value integrity, honesty and respect in all relationships



Excellence

We value excellence as the appropriate standard for all services and practices



Community

We respect the dignity and rights of our community and acknowledge their beliefs, regardless of their cultural, spiritual or socioeconomic background



Working Together

We value equally all people who make a contribution to EGHS to achieve shared goals



Learning Culture

We strive to continually lead and develop through education, training, mentoring and by teaching others.

Organisational Context

East Grampians Health Service (EGHS) is a rural health service located in Ararat and Willaura in Western Victoria. EGHS is an integral part of a thriving community and is committed to providing quality health and wellbeing services to people of all backgrounds.



Serving a diverse community, EGHS delivers an extensive range of acute, residential, home and community-based services. We strive to continually improve our services to best meet the needs of our patients, consumers and the community.

Our Vision

East Grampians Health Service will improve the health, wellbeing and the quality of life for our community.

Our Purpose

To meet people's health needs through leadership, strong partnerships and wise use of resources.

Strategic Actions

See [Strategic Plan 2023 – 2027](#).

Organisational Responsibilities

- Be aware of and work in accordance with EGHS policies and procedures, including:
 - [Victorian Public Sector - Code of Conduct](#)
 - [Confidentiality, Security and Management of Information - SOPP 24.02](#)
 - [Hand Hygiene - SOPP 70.18](#)
 - [Occupational Health and Safety - SOPP 72.09](#)
 - [Person Centred Care - SOPP 60.20](#)
 - [Safety - SOPP 72.13](#)
 - [Performance Development policy - SOPP 35.27](#)
 - [Risk Management - SOPP 74.01](#)
 - [Child Safe – SOPP 57.24](#)
- Be respectful of the needs of patients, consumers, visitors and other staff and maintain a professional approach in all interactions, creating exceptional experiences.
- Be aware of the National Safety and Quality Health Service Standards and all other standards as it relates to your area of work and associated accreditation.
- Undertake other duties as directed that meet relevant standards and recognised practice.
- Agree to provide evidence of a valid employment Working with Children Check and provide the necessary details for East Grampians Health Service to undertake a national Police check. Also provide a National Disability Insurance Scheme (NDIS) worker check or the necessary details (if required).
- Identify and report incidents, potential for error and near misses and supports staff to learn how to improve the knowledge systems and processes to create a safe and supportive environment for staff and patients, consumers and visitors
- Contribute to a positive and supportive learning culture and environment for health professional students and learners at all levels.
- Participate in all mandatory education and orientation sessions as outlined by EGHS.

East Grampians Health Service is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination.

EGHS reserves the right to modify position descriptions as required. Staff will be consulted when this occurs.



Responsibilities and Major Activities

- Responsible for ensuring that clinical practice and delivery of care is consistent with the Nursing and Midwifery Board of Australia Standards for Practice.
- Provide nursing care, support and observation of all patients whilst in the Medical Imaging department and completion of interventional procedures and cannulation for CT examinations where required
- Organises booking of interventional procedures, utilising resources effectively and efficiently.
- Protocols procedures with the rotating Bendigo Radiology Radiologist and organises medical imaging reports and pathology for interventional examinations
- Ensures maximum safety levels are always observed for all patients in the Medical Imaging department
- Plans, delivers, evaluates and reviews care in partnership with the medical imaging practitioner, patient/resident, their families/carers and the multidisciplinary team
- Provide supervision and mentorship to all students in Radiology and less experienced staff in their ability to provide safe and effective care
- Demonstrate accurate, complete and up-to-date documentation in line with EGHS policies and maintain a high documentation standard of all staff within the designated area
- Involved in patient booking processes utilising COMRAD and alternative Radiology systems as well as performing tasks as directed by the Office Coordinator or Chief Medical Imaging Officer
- Initiative to complete quality improvement within Medical Imaging and actively contributes to the health service accreditation process
- Maintain all emergency resuscitation equipment as per EGHS policy and ensure department consumable stock is maintained and available when required
- Ensures hazards or risks are identified and reported promptly through appropriate channels, assisting the Chief Medical Imaging Officer to implement prevention strategies and complying with strategies to ensure the safety of all patients/residents and consumers
- Contributes to and supports the usage of best evidence to drive patient care
- Ensure that all patients, residents, clients, visitors and staff are treated with respect, dignity and courtesy in an environment that is free from harassment and discrimination

Key Performance Indicators

- Consistent delivery of nursing care against identified need
- Patient's confidence in the knowledge and skills of the nurse
- Evidence of accurate and appropriate documentation where required

Key Selection Criteria

Essential Criteria:

- Current registration as a Registered Nurse or Enrolled Nurse with the Nursing and Midwifery Board of Australia (NMBA) administered through the Australian Health Practitioner Regulation Agency (APHRA)
- Sound level of clinical nursing skills and ability to work safely and effectively within the designated area
- Demonstrated organisational skills particularly with respect to time management
- Commitment to a high standard of personal appearance and conduct that is clean, neat, tidy, punctual and respectful in language and manner towards staff, patients, residents and visitors
- IV Cannulation competency is required
- Ability to work as a part of a team as well as independently
- Commitment to flexibility and innovation in practice including an evidence-based approach to care
- Demonstrate excellent computer literacy skills for use within Radiology



Desirable Criteria

- Medical Imaging department nursing experience
- Experience in an acute, medical, surgical, and/or specialty area of nursing

Must comply to having or completion of:

- National Police Check (renewed every 3 years)
- Working with Children Check (renewed every 5 years)
- NDIS Worker Screening Check (renewed every 5 years)
- Immunisation requirements (annually)

Acknowledgement

Employee Name	
Employee Signature	Date
Manager Name	
Manager Signature	Date
Developed Date (MM,YY)	08/2026
Developed By Name	Sabrina Lewicki
Developed by Title	Chief Medical Imaging Officer

