

Job Description for Nuclear Medicine Coordinator

Department:	Nuclear Medicine
Dept.#:	7650
Last Reviewed:	05/08; 08/12
Last Updated:	

Reports To

Director Imaging

Job Summary

The Nuclear Medicine Technologist is responsible for Operating Nuclear Medicine equipment to make images of designated portions of the body under the supervision of a Radiologist and performs related duties. In addition to performing the duties of Nuclear Medicine Technologist, the Nuclear Medicine Coordinator is responsible for coordinating the flow of the nuclear medicine department by working closely with the radiology department staff, physicians, patients and nursing personnel.

Duties

- 1. Adjusts nuclear medicine equipment to correct setting for each examination; positions and instructs patients of all ages; and determines proper isotope dosage and desired time for each image
- 2. Arranges attaches or adjusts immobilization and supportive devices such as sandbags, binders and angle-boards to obtain the precise position, prevent patients of all ages from moving and lessen discomfort
- 3. Selects proper film and inserts into holder
- 4. Positions x-ray equipment at proper distance and angle from patient's body to present clear and undistorted view and adjust collimator to accept concentration of photons from specified area
- 5. Repeats image procedure from slightly different angle as prescribed by physician
- 6. Places exposed film and patient's identification slip into wall safe for processing by darkroom assistant. Must wear protective clothing
- 7. Before internal organs are imaged, it will be necessary for the patient to be injected with or take orally an isotope so as to visualize the organs in the image. Follows the age requirements to prepare and administer these isotopes to patients
- 8. Develops film by automatic processing
- 9. Prepares and maintains records and files as directed
- 10. Cleans and makes minor adjustments to equipment

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Qualifications

- 1. High school graduation or equivalent
- 2. Current BLS
- 3. Satisfactory completion of formal Radiologic technology training in an AMA-approved school and ability to meet requirements for registry by the American Registry of Radiologic Technologists (ARRT) and/or Certified Radiologic Technologist (CRT)

Lifting Requirements

Heavy lifting – i.e. lifting 100 lbs. maximum with frequent lifting and/or carrying objects weighing up to 50 lbs.