

This job description reflects the management's assignment of essential function; it does not prescribe or restrict the tasks that may be assigned.

## **OB Sonographer**

**REPORTS TO:** Prenatal Care Clinician

### **SUMMARY**

The OB Sonographer serves as a medical imaging professional performing general, obstetric ultrasound procedures under the direction of the supervising physician. The OB Sonographer activities are performed consistent with their education and training, and in accordance with facility policies and procedures and applicable professional standards.

### **ESSENTIAL FUNCTIONS**

#### **CORE COMPETENCIES**

- Performs clinical assessment and diagnostic sonography examination for OB clients.
  - Prepares exam room and ultrasound equipment to conduct sonography examinations in accordance with infections disease, sterilization, and patient safety protocols, policies, and procedures.
  - Reviews patient medical history and supporting clinical information.
  - Performs the diagnostic medical sonography examination ordered by the supervising physician in accordance with professional and facility protocols.
  - Uses independent judgment during the sonography examination to: (1) differentiate between normal and pathologic findings, (2) ensure that appropriate anatomical, pathological, and clinical conditions are accurately captured in the examination images and (3) address unusual or difficult situations.
  - Uses cognitive sonographic skills to identify, record, and adapt procedures as appropriate to anatomical, pathological, diagnostic information and images.
- Reviews examination images, synthesizes examination results, ensures examination results meet the facility standards for Quality Assurance, and prepares the preliminary findings/reports.
- Identifies and documents any limitations to the sonography examination and/or incidental findings that might impact patient safety or patient care and provide that information to the interpreting physician.
- Assists with the daily operations of the sonographic rooms.
- Maintains ultrasound equipment, work area and adequate supplies.
  - Perform quality control procedures to ensure that the ultrasound equipment operates at optimal levels.

- Reports equipment failures to the appropriate supervisor or staff member.
- Coordinates work schedule with Client Services Manager and/or scheduling desk to assure adequate workload coverage.

#### **PATIENT CARE**

- Communicates with the patient in a manner appropriate to the patient's ability to understand.
- Assumes responsibility for the safety, mental and physical comfort of patients while they are in the sonographer's care.
- Discusses bleeding precautions, pre-term labor, hydration, and kick count charts with patients.
- Addresses problems of patient care as they arise and makes decisions to appropriately resolve the problems in accordance with established policies and procedures.
- Provide patient services consistent with the Scope of Practice and Clinical Standards for the Diagnostic Sonographer.

#### **HEALTHCARE TEAM/WORKPLACE CONDUCT**

- Collaborates with colleagues and documents in medical records and appropriate narrative summaries.
- Models professional conduct through appearance, communication, mutual respect, leadership, ethical decision-making, critical thinking, and problem-solving skills.
- Establishes and maintains ethical working relationships and good rapport with all staff members, volunteers and community partners. Must have a high standard of medical ethics.
- Demonstrates responsibility for professional practice through active participation in professional organizations and continuing education.

#### **COMPLIANCE**

- Maintain patient privacy and confidentiality in accordance with privacy laws (e.g. HIPAA) and facility policies, and procedures.
- Supports and participates in the maintenance of accreditation, compliance, and regulatory activities of the organization.

#### **OTHER**

- Assist with the education and training of sonography volunteers.
- Performs Quality Assurance protocols and participates in quality/performance improvement activities.
- Performs other duties as assigned.

#### **SUPERVISORY RESPONSIBILITIES**

Under the direction of the Prenatal Care Clinician, supervise all-volunteer sonography staff.

#### **EDUCATION AND EXPERIENCE**

- Associates or Bachelor's degree preferred.

- Active certification by American Registry of Diagnostic Medical Sonographer (ARDMS) in OB/GYN.
- Minimum three (3) years of clinical experience in OB/GYN ultrasound preferred.
- Current compliance with Continuing Medical Education (CME) requirements.
- Active Basic Life Support (BLS) certification or ability to obtain within 90 days of employment.

### **SKILLS & QUALIFICATIONS**

- An active, growing personal relationship with Jesus Christ as Savior and Lord.
- Compassion for and commitment to providing abortion alternatives to women facing unplanned pregnancies and their unborn babies.
- Able to multi-task and appropriately prioritize workload.
- Strong interpersonal skills—able to communicate effectively with patients, families, visitors, healthcare team, physicians, administrators, leadership, and others.
- Able to record activities, document assessments & interventions; prepare reports and presentations.
- Able to use a computer and learn new software programs.
- Able to use fine motor skills.
- Able to provide leadership in clinical area of expertise and in meeting organizational goals.
- Able to withstand prolonged standing and walking with the ability to move or lift at least 25 pounds.
- A “team-mindset” to contribute to and benefit from working together with the whole ministry to fulfill WRMCSN’s mission.
- Demonstrate strong personal, professional and public integrity.
- Must have solid organizational and critical-thinking skills.
- Must be willing to complete a background check.
- All employees are expected to participate in fundraising and volunteer recruitment activities.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must be physically capable of carrying out all assigned duties including emotional and physical health sufficient to meet the demands of the position. He/she also needs to possess the ability to maintain prolonged arm positions necessary for scanning.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle or feel; reach with hands and arms and talk or hear. The employee is frequently required to sit. The employee is occasionally required to stand; walk and stoop, kneel, crouch or crawl. The employee must occasionally lift and move weights exceeding 25 pounds.

### **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. The noise level in the work environment is usually moderate.

### **FULL TIME / NON-EXEMPT**

POSITION: OB Sonographer

DEPARTMENT: Medical Department

REPORTS TO: Prenatal Care Clinician

STATUS: Full Time/ Non-Exempt

COMPENSATION: Compensation commensurate with experience.

SCHEDULE: Tuesday through Saturdays

HOURS:

- Tuesday – Friday 9:30AM to 6:00PM
- Saturday 8:30AM to 5:00PM