



THE EASTERN REGIONAL HEALTH AUTHORITY

POSITION DESCRIPTION

<b>1. JOB TITLE</b>  REGISTRAR (RADIOLOGY)	<b>2. DIVISION</b>  SANGRE GRANDE HOSPITAL CAMPUS	<b>3. DEPARTMENT</b>  CLINICAL SERVICES
<b>4. ORGANISATIONAL RELATIONSHIP</b>  The Registrar (Radiology) will report to the designated Head of Department /Specialist Medical Officer.	<b>5. NATURE &amp; SCOPE</b>  The Registrar (Radiology) is responsible for reporting on diagnostic imaging examinations performed in hospital or through extension services at a Clinic or other designated area. Work may entail performing basic interventional radiology procedures or assisting in major interventional procedures and this employee will work in the specialty of Radiology. Work may also include the supervision of lower-level House Officers and duties are performed with considerable independence and reviewed by a professional superior through observations, consultations and analysis of findings and reports.	
<b>6. SPECIFIC ACCOUNTABILITIES</b>  The Registrar (Radiology): <ul style="list-style-type: none"><li>❑ Generates diagnostic imaging reports for X-rays, Ultrasound, Fluoroscopic studies, CT Examinations, MRI or any other examination which falls under diagnostic imaging.</li><li>❑ Performs basic interventional Radiology procedures.</li><li>❑ Assists in performing advanced Interventional Radiology procedures.</li><li>❑ Supervises House Officers with a view to building competencies.</li><li>❑ Refers patients to professional superiors for more detailed attention as may be necessary.</li><li>❑ Performs medical examinations on inpatients and outpatients; diagnose and make prognoses.</li><li>❑ Prescribes and carries out treatment in case of contrast reactions.</li><li>❑ Examines government employees and other categories of persons as laid down by Government policy.</li><li>❑ Participates in immunization procedures against infectious or communicable diseases as directed.</li><li>❑ Implements other preventative procedures outlined for the protection and promotion of Public Health.</li><li>❑ Undertakes medico-legal duties as may be reasonably required to him/her with specialist advice if necessary.</li><li>❑ Performs related work as may be required by the appropriate Authority.</li></ul>		
<b>7. KEY KNOWLEDGE, SKILLS AND ABILITIES</b> <ul style="list-style-type: none"><li>❑ Knowledge of Public Health Ordinances and of medical jurisprudence.</li><li>❑ Considerable knowledge of the principles and practices of medicine including the diagnosis and treatment of a variety of preventative medicine.</li><li>❑ Considerable knowledge of the principles and practices of preventative medicine.</li><li>❑ Some knowledge of administrative practices and procedures, rules, regulations policies and standards related to medical services.</li><li>❑ Ability to supervise and aid in the development of junior medical staff.</li><li>❑ Ability to examine patients, diagnose disease and to prescribe and administer necessary treatment.</li><li>❑ Ability to gain the co-operation and confidence of patients and to establish and maintain effective working relationships with other employees and the public.</li></ul>		

8. MINIMUM TRAINING AND EXPERIENCE

- ☐ Post graduate qualifications in the field of Radiology.
- ☐ Training as evidenced by the possession of a Bachelor of Science and Bachelor of Medicine or equivalent from a recognized University.
- ☐ Possession of a Specialist Registration in the field of Radiology from the Medical Board of Trinidad and Tobago.
- ☐ A minimum of at least five (5) years experience in the field of Radiology.
- ☐ Any equivalent combination of experience and training.

9. SUPERVISORY RESPONSIBILITIES

- ☐ House Officer
- ☐ Medical Intern

10. COMMUNICATION AND WORKING RELATIONSHIP

*Internal:*

- ☐ Specialist Medical Officer
- ☐ Medical Director
- ☐ Manager-Hospital Administration
- ☐ Manager-Para Clinical Services
- ☐ Nursing Personnel
- ☐ Other Heads of Department

*External:*

- ☐ Public
- ☐ University of the West Indies
- ☐ Other Regional Health Authorities
- ☐ Private Medical Institutions
- ☐ General practitioners in the area