



TERMS OF REFERENCE

SESSIONAL SONOGRAPHER

The Contractor shall communicate with the Chief Executive Officer or any other party designated by that Officer in connection with the performance of the duties under this Agreement and shall fulfil any other duties reasonably requested by the Employer and agreed to by the Contractor.

During the period of this Agreement, the Contractor shall ensure that the services performed pursuant to the requirements hereof shall conform to all applicable laws and regulations promulgated by the legally constituted Authorities of the government of Trinidad and Tobago.

TASKS

The Contractor is required to provide services for the Sangre Grande Hospital Campus (SGHC) in accordance with the following:

- Performs various Ultrasound procedures and examinations on patients and process results from these procedures.
- Ensures that the Ultrasound room is prepared for daily examinations and conducts necessary quality assurance tests.
- Registers patients and manages patient flow and work schedules.
- Ensures that the patients are properly prepared and fully aware of the processes involved in the examination.
- Utilizes ultrasound equipment prudently for performing examinations.
- Maintains proper standard of performance according to regulations and guidelines
- Records studies for radiological interpretation.
- Prepares technical reports for presentation to the reporting Radiologist.
- Report in a timely manner, where applicable, any incidents/adverse events to the Manager – Paraclinical Services.

DELIVERABLES

The Contractor shall further provide:

- Monthly timesheets
- Monthly reports as well as an annual report of the studies completed.

MINIMUM EXPERIENCE AND TRAINING

- Training as evidenced by a Bachelors in Radiography/ Radiation Sciences or related Science AND University Degree / Associate Degree / Advanced Diploma in Ultrasound from a recognized University.
- Registration with Radiographers' Board of Trinidad and Tobago
- Associate Membership or Registration with the American Registry Diagnostic Medical Sonographers would be of benefit.
- Any equivalent combination of training or experience.