



SOCIETY OF DIAGNOSTIC MEDICAL SONOGRAPHY

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MODEL JOB DESCRIPTION: STAFF SONOGRAPHER

POSITION SUMMARY

The Staff Sonographer functions as a healthcare provider who, working under the delegated authority of the supervising physician, serves as a medical imaging professional providing clinically relevant information to assist the physician with the diagnosis and treatment of patients. The Staff Sonographer role and responsibilities include providing diagnostic medical sonography services and its various clinical specialties. The Staff Sonographer activities are performed consistent with their education and training, and in accordance with facility policies and procedures and applicable professional standards.

The Staff Sonographer essential functions are categorized as:

- **Primary Responsibilities** (core competencies and/or skills that typify the work of the Staff Sonographer); and
- **Other Responsibilities** (optional functions that may also be required of the Staff Sonographer).

QUALIFICATIONS

Qualifications for the Staff Sonographer position include:

- Sonography education, training, and experience in the specialty area(s) to be performed.
- Demonstrated competence in the specialty area(s) to be performed, including sonographer certification by the American Registry for Diagnostic Medical Sonography (ARDMS), American Registry of Radiologic Technologists (ARRT), and/or Cardiovascular Credentialing International (CCI).
- Demonstrated commitment to professional growth and lifelong learning (e.g., continuing medical education in the specialty area(s) performed, higher education, research, staff training, etc.).
- Demonstrated proficiency with computer skills and software programs used for documentation activities and report generation.
- State sonographer licensure, where applicable.

ESSENTIAL FUNCTIONS

PERFORMANCE OF SONOGRAPHY

Primary Responsibilities

- Prepare exam room and ultrasound equipment to conduct sonography examinations in accordance with infections disease, sterilization, and patient safety protocols, policies, and procedures.
- Assume responsibility for the safety of the patient during the sonographic examination.
- Review patient medical history and supporting clinical information.
- Ensure that the sonography examination order is complete, contains relevant information, and meets the standard of “medical necessity.”
- Evaluate any contraindications, insufficient patient preparation, and the patient’s inability or unwillingness to tolerate the examination and associated procedures.
- Communicate with the patient in a manner appropriate to the patient’s ability to understand.
- Use proper patient positioning tools, devices, equipment adjustment, and ergonomically correct scanning techniques to ensure patient comfort and safety, and to prevent compromised data acquisition and musculoskeletal injury to the sonographer.
- Conduct patient clinical assessment and perform the diagnostic medical sonography examination ordered by the supervising physician in accordance with professional and facility protocols.
- Apply independent, professional, ethical judgment, and critical thinking to safely perform diagnostic sonography procedures.
- Apply independent judgment during the sonography examination to ensure that appropriate anatomical, pathological, and clinical conditions are accurately captured in the examination images.
- Except as authorized by written facility policies and procedures, refer specific diagnostic, treatment or prognosis questions to the appropriate physician or healthcare professional.
- As necessary, acquire additional ultrasound imaging to facilitate optimum diagnostic results for the interpreting physician.
- Identify and document any limitations to the sonography examination.
- Review examination images, synthesize examination results, and prepare the preliminary findings.

- Except as authorized by written facility policies and procedures, refer specific diagnostic, treatment or prognosis questions to the appropriate physician or healthcare professional.
- Maintain patient privacy and confidentiality in accordance with privacy laws (e.g., HIPAA) and facility policies, and procedures.
- Adhere to accepted professional and ethical standards.
- Provide patient services consistent with the Scope of Practice and Clinical Standards for the Diagnostic Sonographer.

Other Responsibilities

- Provide preliminary report of sonography examinations for use by the interpreting physician.
- Assist with the daily operation of the sonography facility.

EQUIPMENT USE AND MAINTENANCE

Primary Responsibilities

- Perform quality control procedures to ensure that the ultrasound equipment operates at optimal levels.
- Exercise responsibility to ensure that the ultrasound equipment is functioning accurately.

Other Responsibilities

- Assume responsibility for the preventive maintenance program for ultrasound equipment.

DOCUMENTATION AND REPORTING

Primary Responsibilities

- Document any incidental findings that might impact patient safety or patient care and provide that information to the interpreting physician.
- Operate the Picture Archiving and Communication System (PACS).

Other Responsibilities

- Exercise responsibility for the maintenance and accuracy of facility reports, database records and logs.

QUALITY ASSESSMENT/QUALITY IMPROVEMENT

Primary Responsibilities

- Ensure that the sonography examination results meet the facility standards for Quality Assurance before findings are released for interpretation.

- Work with the appropriate staff to ensure quality patient care.

Other Responsibilities

- Carry out Quality Assurance protocols and Quality Improvement measures within the facility.

HEALTH CARE TEAM INTERACTION

Primary Responsibilities

- Establish and maintain collaborative working relationships with co-workers, administrators, and members of the health care team.
- Foster a collaborative atmosphere with other members of the healthcare team.

Other Responsibilities

- Assist with the education and training of sonography students and physician residents.