Position Title: Radiology

Description of and Purpose of the Unit:
The main campus serves up to nearly 600 inpatients- from critical care to post surgical, a 75 room Level 1 Trauma Center Emergency Department, as well as outpatients. We also serve the needs of the Surgical Department when Fluoroscopy is a requirement in an OR case. The unit is staffed by a team of Radiographers, and in a separate reading room area, the Radiologists. This is a fast moving, multi-tasking area that strives to provide exceptional patient care, regardless of the high volume of patients through the department each day. Volunteers assist caregivers with various tasks on the unit.

Age of population served: ALL

Responsibilities:
- Volunteers will assist Technologists in prepping rooms prior to patient arrival, pulling patients information up the computer, bringing patient into the x-ray room.
- Post patient, the volunteer will make up the x-ray table with clean linens
- Other duties may include stocking rooms, linens, and supplies.
- Opportunities may exist to help in CAT scan, Nuclear Medicine, or Ultrasound depending on Departmental needs.

Qualifications and Skills Needed:
- Students will need good communication and people skills to be able to interact with many different kinds of people in a culturally sensitive manner.
- Must be mature and act in a professional manner that is consistent of the Sparrow I CARE Values.
- Must be accurate in the performance of duties.
- Vision, speech and hearing correctable to normal levels.

Required Responsibilities of the Volunteer:
- Must be registered with Sparrow’s Volunteer Department.
- Must complete the Sparrow Hospital Orientation, unit training and annual safety training.
- Must adhere to the agreed upon work schedule.
- Maintain proper uniform including wearing the Sparrow ID Badge.
- Must provide proof of a negative TB test.
- Adheres to ICARE values and standards of behavior (Innovation, Compassion, Accountability, Respect, Excellence).
- Role model behaviors that value the diversity of our caregivers, patients, volunteers, and customers and supports creating an environment that is inclusive, welcoming and respectful.
- Communicates with patients, families and customers using AIDET (Acknowledge, Introduce, Duration, Explanation, Thank You).
- Works in a safe manner and promptly reports any hazards identified in the work environment or related to assigned responsibilities.
• Adheres to policies and procedures designed to avoid, prevent and reduce the spread of communicative diseases.
• Demonstrate knowledge and maintains and respects patient right to privacy by following the HIPAA Privacy and Security Policies and procedures.

Physical Aspects of this position:
This position requires walking, standing and moving most of a 4-hour shift.

<table>
<thead>
<tr>
<th>Factor</th>
<th>N/A</th>
<th>Rare</th>
<th>Occasionally</th>
<th>Frequently</th>
<th>Constantly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unassisted Lifting</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0-10 lbs</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11-30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31-50</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Standing</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walking</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Sitting</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carrying</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Bending/Twisting</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pushing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Listening and talking to patients and visitors</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Supervision:
The charge or staff Radiologist Technician provides the day-to-day supervision. Overall responsibility rests with the Director of Volunteer Services.

Volunteer Times:

Sparrow Main
7 days a week 8am-12pm, 12pm-4pm, 4pm-8pm, 8pm-12am.
1 volunteer per shift for a total of 28 volunteers