

## ORGANISATIONAL OVERVIEW

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### Introduction:

Northern Health is a vibrant, fast-paced workplace located in the rapidly growing northern suburbs. This is driving us to think innovatively about the needs of the population and what the health system of the future might need to look like to meet those needs. We take care of our community by providing a wide range of health services at multiple locations including:

- Northern Hospital Epping
- Broadmeadows Hospital
- Craigieburn Community Hospital
- Bundoora Centre
- Merri-bek Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- Hotham Street Community Mental Health Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit and,
- Noogal Clinic
- Kilmore District Health
- Women's Health Hub
- Mernda Community Hospital

We also collaborate with our partners to help expand the range of health care services offered to our culturally rich and diverse community.

As an organisation, we are shifting our focus from illness to putting a spotlight on supporting our community in 'staying well'. In order to achieve this, we are developing strong relationships with other health service providers and the community across the region, to help us think differently about the future.

Northern Health provides a dynamic working environment, with a strong culture of teamwork, safety and respect. Northern Health is proud to be an inclusive employer and aims to ensure our workforce is representative of the community.

### Our Vision:

Creating a healthier future by working together, innovating and delivering great care.

### Our Values:

- Safe – We provide safe, trusted care for our patients. We are inclusive, culturally safe, celebrating the diversity of our staff and community.
- Kind – We treat everyone with kindness, respect and empathy. We provide patient-centred and compassionate care.
- Together – We work together with our staff, patients, consumers and health system partners.

**Our Priorities:**

Northern Health has determined six strategic directions. The directions are focused on addressing priorities for safety, sustainability, growth and innovation. They reflect our best assessment of opportunities and challenges in our current and future environment.

- Collaborate to deliver safe, efficient, effective and sustainable care in all our services
- Demonstrate our commitment to the wellbeing of our valued workforce
- Renew and strengthen our infrastructure, systems, tools and processes for financial sustainability and growth
- Innovate to shape the future of health care in Victoria
- Partner to keep people well and deliver the best possible care locally
- Drive research and education to deliver excellent care and develop the next generation of clinicians and health care leaders

These priorities are inter-related in that success in one area is dependent on success in another. Detailed plans have been developed to support each of the priority areas.

All Northern Health employees will contribute to improving patient safety by being familiar with, and applying the National Safety and Quality Standards and criteria.

**Safety, Quality and Clinical Governance at Northern Health:**

Northern Health is dedicated to providing the highest quality of care in the safest possible environment for every patient every time. We are focused on strengthening the safety and quality of care across the continuum, with a focus on saving lives, reducing harm and improving the patient experience.

Northern Health's safety and quality improvement activities focus on delivering the Strategic Plan and Operational Business Plans, and are supported by the Northern Health Clinical Governance and Risk Frameworks, and the Northern Health Quality Improvement Methodology.

The Northern Health Quality Management System brings together the core elements that underpin how:

- Quality and Clinical Governance is determined.
- Quality services are delivered.
- Risk is managed.
- Audit – what matters is monitored.
- Our committees monitor performance of controls put in place to ensure safe patient care.

**Commitment to Child Safety at Northern Health:**

- We are committed to the safety, participation and empowerment of all children
- We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and /or linguistically diverse backgrounds and to providing a safe environment for children with a disability.
- We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures
- We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow vigorously

**Family Violence and Child Safety Statement:**

Northern Health is a child safe environment and is committed to protecting children from harm and abuse, in accordance with our legal obligations and the Child Safe Standards. Northern Health aims to identify and respond individuals who are at risk of child abuse and family violence and we encourage victim survivors to disclose to their health professional to seek support and safety. Northern Health has zero tolerance of child abuse and family violence, and all disclosures and safety concerns will be treated sensitively in accordance with our policies and procedures.

Northern Health actively promotes the safety and wellbeing of all individuals. We recognize and respect individual rights, identities, relationships and cultures. Our aim is to foster a trauma-informed, culturally safe and child safe environment.

Northern Health is an Information Sharing Entity (ISE) and is prescribed to the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework and the Information Sharing Schemes. Family violence and child safety training is mandatory for our staff members and volunteers.

**Essential:**

- Current National Police and Working with Children History Check.
- The Staff Immunisation Questionnaire must be completed by all new employees as part of the mandatory on-boarding process. New employees are not permitted to undertake any activity that requires patient contact prior to clearance by the Staff Immunisation Nurses; this also includes evidence of having the Flu vaccination on a yearly basis. New employees with contra-indications to vaccinations or who decline vaccination are required to attend a face to face consultation with the Immunisation Nurses for appropriate documentation of their contraindications or declination. This must be completed PRIOR to commencing any work with Northern Health.



## POSITION DESCRIPTION

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<b>Position Title:</b>	Nuclear Medicine Technologist
<b>Business Unit/Division:</b>	Northern Imaging Victoria
<b>Award Agreement:</b>	Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026
<b>Classification:</b>	AHP1 Grade 1 or Grade 2
<b>Employment Type:</b>	12-month maternity leave position
<b>Reports to:</b>	Nuclear Medicine Supervisor
<b>Date Prepared/Updated:</b>	23/04/2026

## ROLE STATEMENT

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### General Role Statement:

Nuclear Medicine technologists are responsible for performing diagnostic and therapeutic procedures using unsealed sources of radioactivity in both Nuclear Medicine and PET. Additional duties include gamma camera and PET scanner quality control, and Radiopharmacy.

### This position is responsible for:

- Participation in the general roster of duties in both the nuclear medicine and PET/CT departments.
- Participation in the on-call roster (Grade dependent).
- Operation of SPECT/CT gamma cameras, PET/CT scanner and other equipment across the department.
- General radiopharmacy duties including ordering, preparation, quality control, dispensing and administration of radiopharmaceuticals in NM.
- PET radiopharmacy duties: ordering, preparation and dispensing of PET tracers.
- Exercising safe radiation practices with respect to administration and disposal of radioactive materials.
- In conjunction with booking staff, develop procedures (for NMTs) to ensure all PET and NM referrals are processed and patients provided with timely bookings and relevant instructions.
- Providing quality patient care
- Working collaboratively in a close-knit team
- Contributing to the Continuing Education program.

This position is located at the Northern Hospital - Epping, but may require travel to the other Northern Health Campuses as required.

### All employees:

#### Quality, Safety, Risk and Continuous Improvement

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Follow organisational safety, quality & risk policies and procedures
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Maintain an understanding of individual responsibility for patient safety, quality & risk as outlined in Northern Health [Clinical Governance & Patient Experience - Trusted Care](#).
- Contribute to organisational quality and safety initiatives.

- Escalate concerns regarding safety, quality & risk to appropriate staff members, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Northern Health's commitment to Child Safety
- Comply with Northern Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- All employees of Northern Health must comply with the health service's Staff Health / Workforce Immunisation procedure (as amended from time to time) together with any relevant State Government and Departmental directives. This requires all employees to be vaccinated for various diseases such as, but not limited to influenza.

## KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

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### Leadership:

- Develop and maintain positive relationships in the workplace with your team, peers, managers and key service partners.
- Participate in the general Nuclear Medicine and PET rosters.
- Maintain work area in a clean, safe and well-stocked state.
- Use safe radiation handling procedures in accordance with Northern Health's Radiation Management plan.
- Use aseptic technique as applicable to all relevant procedures
- Use safe infectious waste handling procedures in accordance with Northern Health policies and guidelines.
- Liaise with other staff and departments to ensure timely delivery of patient services.
- Keep up to date with skills and knowledge to ensure best practice.
- Make relevant contributions to the continuing education program.
- Establish, maintain and contribute to quality improvement activities.
- Maintain effective and harmonious relations in a professional manner with all staff and patients.
- Depending on the level of responsibility (Grade dependent):
  - Work alongside the Nuclear Medicine supervisor to support the education of students and interns providing appropriate levels of supervision, training and instruction.
  - Demonstrate leadership within the department and assist more junior technologists as required.
  - Willingness and potential to take on additional responsibilities as delegated by the NM Supervisor
  - Ability to problem solve and act as resource person in area of specialty (proven ability to effectively educate and instruct other staff within this area).

### Organisation-Wide Contribution:

- Comply with all of the By-Laws, Regulations and Policies that are in place at Northern Health including those relating to; Privacy and Confidentiality, Occupational Health and Safety, Performance and Development Management, Equal Opportunity, Bullying and Harassment in the workplace.
- Promote a culture of risk and "safety first" awareness and ensure risk management strategies and processes are embedded into work practices.
- Demonstrate by example, adherence to and role modelling of the Northern Health values and Staff Code of Conduct to support a positive, productive and high performing culture.
- Proactively support Program Directors in the achievement of Northern Health operational and strategic goals.
- Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of duties for which the appointee is employed.

- Act at all times with legal/ethical parameters.
- To take an active part in the recognition and prevention of hazardous situations in the workplace and to initiate preventative action.

#### Diversity and Inclusion:

- Actively participate in a working environment supporting quality human resource management practices including employment equity, anti-discrimination, workplace health and safety and ethical behaviour.
- Promote diversity and inclusion across Northern Health campuses.
- Contribute to a culture of consumer participation by ensuring that activities within the area of responsibility are inclusive of and responsive to the needs of our consumers.

#### Innovation and Culture Change:

- Promote a culture of risk and safety-first awareness.
- Actively pursue the improvement of quality and processes within the organisation.

## SELECTION CRITERIA

#### Qualifications, Registrations and Qualities:

- Completion of a tertiary qualification in Nuclear Medicine Technology (RMIT or equivalent).
- Practical experience sufficient to permit eligibility for practice by AHPRA.
- Current Medical Radiation Practitioner registration with AHPRA to practise as a nuclear medicine technologist under the Health Professions Registration Act 2005.
- Use Licence holder issued by Department of Health in accordance with Radiation Act 2005 authorising use of listed radiation sources for prescribed purposes.

#### Knowledge, Skills and Behaviours:

- Demonstrates care, empathy and support for patients and their families from all cultural backgrounds.
- Produces work of high quality with attention to detail and in accordance with department protocols.
- Excellent team work, communication, organisational and time management skills.
- Open and adaptive to workplace change.
- Reports adverse events and near misses with a focus on quality improvement.
- Identifies and implements practical solutions to problems.
- Cooperates with others and contributes to teamwork to achieve department goals.
- Maintains skills and knowledge consistent with latest evidence-based practice.
- Communicates effectively with patients, their families and staff.

#### Employee Declaration

I  have read, understood and accept the above Position Description.

(Please print name)

Signature:

Date: