



State of New Mexico  
Classification Description

## **RADIOLOGIC TECHNOLOGISTS and TECHNICIANS**

---

### **General Summary**

Radiologic Technologists perform a variety of diagnostic x-ray exams and special procedures in accordance with examination procedures and protocols using independent judgment to ensure optimal diagnostic quality and exceptional patient care.

### **Radiologic Technologist I**

**Jobcode: HRAD17**

**Pay Band: HE**

**FLSA Status:** FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

### ***Distinguishing Characteristics***

First level Radiologic Technologist is accountable for performing diagnostic imaging examinations.

### ***Recommended Education and Experience for Full Performance***

Radiographic Radiologic Technologist R.T. (R)(ARRT) by the American Registry of Radiologic Technologists (ARRT) and licensed by State of New Mexico and one (1) year of experience as it pertains to the essential duties and responsibilities of the classification.

### ***Minimum Qualifications***

Radiographic Radiologic Technologist R.T. (R) (ARRT) by the American Registry of Radiologic Technologists (ARRT) and licensed by State of New Mexico.

### ***Essential Duties and Responsibilities\****

- Performs a variety of imaging procedures and responsible for patient safety protocols.
- Functions as the first line interface with patients in the successful accomplishment of their imaging needs.
- Communicates with the public by clarifying orders, scheduling appointments and informing the healthcare provider of the results to support the diagnosis and treatment of disease.
- Follows procedures that prevent unnecessary exposure to radiation to themselves as well as to the patient.
- Perform routine equipment inspections and quality control measures.
- Assists in preparing patients for examinations, positioning equipment, and setting controls on x-ray machines.

### **Radiologic Technologist II**

**Jobcode: HRAD20**

**Pay Band: HF**

**FLSA Status:** FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

### ***Distinguishing Characteristics***

This is the full performance Radiologic Technologist accountable for performing diagnostic imaging examinations. May help in the training and orientation of entry-level personnel and is proficient in the technology and terminology associated with radiologic equipment and its operation. May perform advanced procedures such as CT, MRI and nuclear medicine.

### ***Recommended Education and Experience for Full Performance***

Radiographic Radiologic Technologist R.T. (R)(ARRT) by the American Registry of Radiologic Technologists (ARRT) and licensed by State of New Mexico and two (2) years of experience as it pertains to the essential duties and responsibilities of the classification.

## RADIOLOGIC TECHNOLOGIST and TECHNICIANS

### ***Minimum Qualifications***

Radiographic Radiologic Technologist R.T. (R)(ARRT) by the American Registry of Radiologic Technologists (ARRT) and licensed by State of New Mexico and one (1) year of experience as it pertains to the essential duties and responsibilities of the classification.

### ***Essential Duties and Responsibilities\****

- Independently performs complex work in diagnostic imaging using radiography, nuclear medicine, computer tomography (CT) scan, Magnetic Resonance Imaging (MRI) and other modalities.
- Mentors, trains, and assists lower level staff.
- Assist in collection and reporting on key performance indicators for department quality program.
- Responsible for making recommendation for corrections to equipment and makes corrections per supervisor approval.
- Prepares patients for examinations, positions equipment, and sets controls on diagnostic imaging equipment.

### **Radiologic Technologist Supervisor\*\***

**Jobcode:** HRAS23

**Pay Band:** HG

**FLSA Status:** FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

### ***Distinguishing Characteristics***

Radiologic Technologist Supervisor performs supervisory and administrative work in the radiology setting, overseeing and coordinating radiography, fluoroscopy, and/or ultrasound procedures. Position ensures that safety and health control measures are taken to prevent x-ray hazards by posting regulatory signs and labels, restricting access to hazardous areas, and by ensuring that personnel wear protective equipment and radiation monitoring badges/dosimeters when necessary or appropriate.

### ***Recommended Education and Experience for Full Performance***

Radiographic Radiologic Technologist R.T. (R)(ARRT) by the American Registry of Radiologic Technologists (ARRT) and licensed by State of New Mexico and four (4) years of experience as a Radiologic Technician and one (1) year of supervisory experience as it pertains to the essential duties and responsibilities of the classification.

### ***Minimum Qualifications***

Radiographic Radiologic Technologist R.T. (R)(ARRT) by the American Registry of Radiologic Technologists (ARRT) and licensed by State of New Mexico and two (2) years of experience as it pertains to the essential duties and responsibilities of the classification.

### ***Essential Duties and Responsibilities\****

- Develops radiology unit's policies and procedure and may serve as the facility Radiological Safety Officer.
- Recruits, hires, develops, and evaluates radiology department personnel.
- Ensures Radiology Department is appropriately staffed for all shifts.
- Directs, trains and assists lower level staff in diagnostic imaging using radiography, nuclear medicine, computer tomography (CT) scan, Magnetic Resonance Imaging (MRI) and other modalities.
- Oversees contracted services including ensuring payment of invoices; monitoring frequency and quality of services; monitoring the bid and vendor selection process; and ensuring renewal options.

## RADIOLOGIC TECHNOLOGIST and TECHNICIANS

- Ensures that safety and health control measures are taken to prevent x-ray hazards by posting regulatory signs and labels, restricting access to hazardous areas, and by ensuring that personnel wear protective equipment and radiation monitoring badges/dosimeters when necessary or appropriate. Ensure employees/staff have been trained in procedures and report radiation incidents.
- Ensures Radiation producing equipment is tested and performs under Federal and State regulations set forth by the guidelines of the State of New Mexico's Radiation Control Bureau.
- Independently performs as an expert in diagnostic imaging using radiography and other modalities as indicated.

---

**Statutory Requirements:** Statutory Requirements: Statutory requirements for individual positions in this classification will vary based on each agency's utilization, essential functions and the recruitment needs at the time a vacancy is posted including. It is the hiring Agencies responsibility to ensure the appropriate licenses/certifications are obtained for each position.

**Conditions of Employment:** Conditions of employment for individual positions in this classification will vary based on each agency's utilization, essential functions and the recruitment needs at the time a vacancy is posted.

**Working Conditions:** Working Conditions for individual positions in this classification will vary based on each agency's utilization, essential functions and the recruitment needs at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

**Established:** 10/18/2019

**Revised:**

---

*\*Essential Duties and Responsibilities are intended to be cumulative for each progressively higher level of work. The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of duties. Classification description subject to change. Please refer to SPO website ([www.spo.state.nm.us](http://www.spo.state.nm.us)) to ensure this represents the most current copy of the position.*

*\*\* Supervisor must supervise two (2) or more full-time positions.*