

WOMEN'S CLINIC

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Volunteer Position Description

Mission Statement & Belief

Dream Centers exists to provide health and hope for people working to rebuild their dreams. We believe lives are transformed when we serve the whole person, which means meeting basic needs, providing people with dignifying, integrated healthcare, offering opportunities to learn and access life skills training, and providing a safe haven that supports our clients as they rebuild their dreams. Our values, both core and aspirational, guide our work every day.

Position Title **Associate Ultrasound Technician Volunteer**

Reports To **Lead Ultrasound Technologist and Clinic Providers**

Position Overview

This volunteer is responsible for providing high quality OB/GYN ultrasound exams for the Dream Centers Women's Clinic in the absence of the Lead Ultrasound Technologist. This position is strictly a volunteer position and does not have capacity to become a paid staff position.

The Associate Ultrasound Technician Volunteer must have one to two years of directly relevant experience in OB/GYN sonography; the ability to apply independent judgment to ensure that appropriate anatomical and pathological images are appropriately captured, and provide a preliminary summary of findings to the patient's provider for diagnosis. This also includes the ability to provide safe and compassionate care in an environment that cares not only for the physical body, but its spiritual needs as well.

Qualifications

Must have an Associates Degree, a graduate of an Accredited Ultrasound Program, certified by the ARDMS in OB/GYN Sonography with a minimum of one to two years of experience in OB/GYN sonography, or a licensed RN, NP, MD or DO with a minimum of 75 or more performed OB/GYN scans.

Personal Character

Caring and compassionate, flexible, committed, excellent communication skills. Follower of Jesus, comfortable with our holistic approach to health including physical, emotional, mental, and spiritual care.

Duties & Responsibilities

- Obtain patient medical history, verify patient identification and indication for exam.
- Prepare proper equipment and supplies needed for the exam, prep patient, explain ultrasound exam and respond to patient questions and concerns prior to start of procedure.

- Complete limited OB/GYN ultrasound exams that will include both abdominal and vaginal scans of the lower pelvic region, uterus, and ovaries.
- Perform first trimester size and dates pregnancy confirmation scans, or second trimester size and dates scans only with approval from their provider.
- Provide the patient with proper post exam or follow up information.
- Provide the patient's provider with a preliminary summary of findings documented in an ultrasound report, including entering information into patient EMR on Athena.
- Maintain, clean, and proper storage of the ultrasound equipment, exam table, and surrounding areas within the examination room. Restock supplies needed to perform an ultrasound exam.
- Communicate any questions or concerns to the Lead Ultrasound Technologist.

- **Knowledge**

Working knowledge of pelvic anatomy and anatomical positions in ultrasound. The ability to perform both abdominal and vaginal scans required for both pelvic (non-OB), and first/second trimester obstetric scans.

- **Specific Skills**

Demonstrate solid computer skills, exporting digital images, etc. Good hand/eye coordination while operating the ultrasound machine and observing the screen to visualize both normal and pathological anomalies.

- **Abilities**

Ability to work independently and operate a GE Voluson S8 or similar. Able to stand for long periods of time, bend, twist, or apply pressure to obtain proper images. Ability to recall proper protocol and steps needed to obtain images necessary for both GYN and OB scans within a 30 minutes time span. Maintain patient privacy and confidentiality in accordance with privacy laws (HIPPA), and facility policies and procedures.

Time Commitment

Coverage will typically fall within these hours: Monday 10 - 2, Tuesday 12 - 7, Wednesday 10 - 2, Thursday 10 - 2. Coverage would not necessarily be for each day in a week, but to provide a level of service during the Lead Ultrasound Technologist's absence from the office. Schedule is negotiable within the time parameters listed.