

Part-time, MRI Assistant (combination of evening and weekend hours)

Description: Under the direction of the MRI Technologist, MRI Assistant will follow established procedures and guidelines to coordinate the daily flow and operations of the MRI department. Perform a wide variety of ongoing support functions to assist in and/or expedite patient care as directed by an MRI technologist. The MRI assistant is responsible for administrative tasks and answering questions about MRI procedures. Clinical duties include taking patients' medical history, MRI safety interview and screening, escorting patients to the MRI department and assisting in the correct positioning of patients in the MRI scanner. Must be able to lift 60 lbs. and assist in helping patients onto MRI table. This position is part-time.

Requirements:

- Computer Skills
- Exceptional customer service and patient care skills
- Ability to perform all responsibilities as a professional with diligence to established professional codes of conduct and ethics
- Ability to interview and screen patients of all age groups related to safety issues with magnetic resonance imaging.
- Ability to establish and maintain a positive relationship with patients, physicians, and other MRI center staff.
- Knowledge of hazards involved in MRI work and precautions necessary in handling such hazards.
- Work with an attitude of teamwork, which is focused on delivering quality patient and family centered care in a safe, efficient, effective and timely manner.
- Maintain and display knowledge and understanding of the importance of accurate and timely documentation of care.
- Ability to work independently without direct supervision.
- Ability to deal with stressful demands due to patient flow, emergencies and stat requests, and multiple interruptions.
- High School diploma, 2 yr. Associates Degree preferred.
- Medical Assistant Certification
- Must complete MRI Level 2 safety training within 2 weeks of being hired.

Required licenses or certifications: Medical Assistant

Required education: Associates Degree

Required experience: Medical Assisting: 1 year

Required license or certification: Certified Medical Assistant (AAMA)