

Clinical Assistant – MRHH Medical Imaging

COMPETITION NUMBER:	24-1748
STATUS:	Temporary Full-Time (approximately 6 months)
DEPARTMENT:	Medical Imaging
LOCATION:	Mackenzie Richmond Hill Hospital
REPORTS TO:	Manager, Medical Imaging
SALARY:	\$25.74 - \$29.64 per hour
HOURS:	Days, Evenings and Weekends; 7.5 Hour Shifts
POSTING PERIOD:	January 28, 2025 – February 3, 2025

As a part of the Medical Imaging Team, the Clinical Assistant, Medical Imaging will guide and inform patients and their families arriving in Medical Imaging from the different MHRH floors. You will contribute to the optimal function of the Medical Imaging Department working with technologists from the different modalities, with nurses and physicians to provide support to patients and their families. The Clinical Assistant will also be responsible for contributing to patient flow and enhancing patient experience in Medical Imaging.

Contribute to safe, quality care by

- Prepping inpatients for different exams.
- Triageing and booking inpatients with the technologists' input.
- Assisting patients who are required to change for their test; providing them with information on how to dress and where to store their personal belongings.
- Keeping in touch with the different Modalities regarding inpatients and outpatients cancellations
- Ensuring patients have retrieved their personal belongings at the end of their appointment and inform them on wait times to go back to their respective rooms.
- Monitoring and restocking linens and other supplies.
- Helping to porter patients between the different MI modalities; and to and from Modalities to Central Holding.
- Helping to safely transfer/lift patients when needed/required.
- Chaperoning for exams when needed.
- Giving patients and their families an estimate time of departure back to their respective floors.
- Cleaning and disinfecting the area between patients.
- Transporting specimens/bloodwork to appropriate areas.
- Managing a workload effectively in a fast-paced environment.
- Responding to emergency situations.
- Assisting with other duties as requested by the Medical Imaging Team.

What must you have?

- Grade 12 or equivalent.
- Medical terminology certificate required, or commitment to obtain within 6 months of hire.
- Current Basic Cardiac Life Support (BCLS).
- Physical strength, flexibility and endurance required to perform the role based on an assessment conducted by the Occupational Health and Safety Department.

HOW TO APPLY: Applicants may submit their application, quoting the competition number, in-person to Human Resources Services, Room 194 (A-Wing), or electronically via the Intranet no later than **4:30pm on the posting closing date**. If applying to multiple postings, please submit an application for each individual job posting.

Mackenzie Health is an inclusive and equal opportunity employer committed to providing accommodations for applicants upon request at any stage of the recruitment process in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Human Rights Code.

What else do you bring?

- Ability to use tablet technology and efficiency with keyboarding skills.
- Proven attendance record.
- Respect for the privacy and confidentiality of patient.
- Demonstrated understanding and complies with patient and staff safety policies and procedures that foster a safe and inclusive environment for all.
- Excellent verbal and written communication skills with a sound knowledge of English and an ability to deliver information effectively to others.
- Excellent interpersonal and listening skills with an ability to work effectively with others including patients and families.
- Ability to work effectively independently and collaboratively within an interprofessional team within Medical Imaging.
- Work collaboratively with an interprofessional team external to the Medical Imaging department
- Ability to perform the essential duties of the job.
- Effectively uses empathy in interactions with others.
- Demonstrates behaviors consistent with Mackenzie Health's Commitment to Caring Models behavior that is aligned with the values of Mackenzie Health-Excellence, Leadership and Empathy.
- Commitment to providing an exceptional experience for staff and clients within a challenging and exciting health care environment.
- Demonstrates understanding and complies with patient and staff safety policies and procedures that foster a safe and inclusive environment for all.

Preferably, your profile also includes:

- Medical Imaging experience preferred.
- Previous experience working in the Clinical Assistant classification preferred.
- Ability to speak a second language.
- Computer proficiency with experience working with electronic medical records.
- Standard First Aid/ Basic Rescuer Cardio-Pulmonary Resuscitation (C.P.R.) certification.

*This position is represented by OPSEU Paramedical

*You may be required to work at any site of Mackenzie Health

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We thank all applicants for their interest, however, only those under consideration for an interview will be contacted.