



Job Description Nurse Sonographer or RDMS

General Summary and Objectives

The Nurse Sonographer or RDMS provides support and care to women and their families, along with maintaining a professional standard of care. This position is responsible for performing pregnancy tests and ultrasounds for Pathway to Hope as well as maintaining the ultrasound equipment. All moms and dads and their families will be served with respect. The Nurse Sonographer or RDMS will also provide consultation services to women encountering an unexpected pregnancy.

- **Reports to:** Executive Director
- **Status:** Non-exempt, Part-time
- **Anticipated Hours:** Approx. 17 hrs./week
Monday: 9:30am-4:30pm
Wednesday: 9:30am-2:30pm
Friday: 9:30am-2:30pm

Education & Experience

Nurse Sonographer:

Required: A current RN license, be registered with, and in good standing with the Ohio Board of Nursing.

Preferred: A registered RN Sonographer with training in diagnostic ultrasound and at least two years of experience performing obstetric ultrasound. *

***Pathway to Hope may train a licensed RN to perform ultrasound with a minimum commitment from prospective candidate.**

RDMS:

An RDMS with training in diagnostic ultrasound and at least two years of experience performing ultrasounds, preferably obstetric ultrasound. ARDMS OB/GYN certified. Hold current registry and in good standing.

Qualifications

- Be a committed Christian who demonstrates a personal relationship with Jesus Christ as Lord and Savior.
- Exhibit a strong commitment and dedication to the pro-life position.
- Agree with and be willing to uphold the Statement of Faith, Core Values, Code of Conduct, and the policies and procedures of Pathway to Hope Pregnancy Care Center.
- Be able to respect and keep information confidential.
- Exhibit skill in interpersonal communication and problem solving.
- Maintain a spirit of cooperation and servanthood.
- Strong interpersonal skills, ability to meet people with ease, ability to communicate written and spoken work with tact and diplomacy.
- Good organizational skills, well disciplined, self-starter, able to meet deadlines and work under pressure.
- Ability to work well and effectively with others.

- Ability to use the computer and associated software with little to no assistance.
- Dependable, stable, takes initiative and capable of following through on commitments.
- Able to stand for long periods of time, ability to use ultrasound equipment (transabdominal and transvaginal) efficiently and effectively and have a professional and comforting bedside manner.
- Skilled with current technology and able to learn new skills quickly.
- Must obtain education, training and documentation of competency to perform limited obstetric ultrasounds.

Responsibilities

- Perform pregnancy tests and sign pregnancy test verification forms.
- Perform limited obstetrical ultrasound scans.
- Follow appropriate aseptic techniques with all equipment and maintain equipment as necessary, as well as report equipment concerns or maintenance issues.
- Complete all reporting associated with and needed for pregnancy test and ultrasound appointments, including documenting clinical findings, observations, and medical care in client records.
- Interact regularly with the staff and advocates to coordinate smooth transition of client appointments, referrals and follow-up among staff.
- Provide consultation services to clients, including becoming adept at discussing *Before You Decide* material.
- Follow up with each medical client to encourage client to obtain prenatal care or other care as directed by the Medical Director.
- Assist in the training of new pregnancy test and/or ultrasound volunteers and staff on the use of the ultrasound equipment as well as appointment flow, paperwork, reporting and data entry.
- Communicate all ultrasound results to the Medical Director.
- Comply with the policies and procedures of Pathway to Hope.
- Maintain excellent working relationships with coworkers, volunteers, and clients.
- Have a sincere desire to reach out to at-risk clients considering abortion.
- Respect confidentiality and uphold privacy per Pathway’s confidentiality policy.
- Maintain a consistent life-affirming philosophy and never would refer to or advise a client to have an abortion.
- Perform special projects or tasks assigned by the Executive Director.
- Execute all responsibilities in a manner that supports the Center’s mission and promotes an office environment/culture of Christian servanthood and cooperation.

The above describes the general nature of the job and is not an exhaustive list of all duties, responsibilities, knowledge, skills, abilities and working conditions. The employee organizes work and sets priorities based on schedule and position priorities. Work is performed independently with periodic review.

Upon hire, the employee will receive a copy of this complete job description.

I understand, affirm, and subscribe to the requirements, responsibilities, and duties of this job.

Staff _____ Date _____
 (Signature)
 Director _____ Date _____
 (Signature)
 Title _____