

## UW HEALTH JOB DESCRIPTION

### Ultrasound Instructor

<b>Job Code: 500023</b>	<b>FLSA Status: Exempt</b>	<b>Mgt. Approval: M. Cordio</b>	<b>Date: June 2023</b>
<b>Department: HR - Ultrasound Tech Schl</b>		<b>HR Approval: S. Whitlock</b>	<b>Date: June 2023</b>

### JOB SUMMARY

The Ultrasound Instructor is responsible for instructing and grading assigned clinical education laboratory experiences for students enrolled in the School of Diagnostic Medical Sonography.

The School of Diagnostic Medical Sonography Ultrasound Instructor oversees an educational curriculum that offers intensive academic and clinical training in various specialties of ultrasound imaging. They must teach courses assigned for which they are appropriately credentialed. The Ultrasound Instructor must understand scientific publications on topics related to medical imaging at the practicing sonographer levels.

The Ultrasound Instructor must have broad knowledge and experience in the application of ultrasound to a wide range of specialties including abdominal, cardiac, vascular, superficial parts, obstetric and gynecologic imaging. This individual is responsible for ensuring that students are well prepared for the following certification examinations conducted by the American Registry of Diagnostic Medical Sonographers:

- Ultrasound Physics and Instrumentation
- Abdomen
- Breast
- Pediatric Sonography
- Obstetrics & Gynecology
- Cardiovascular Principles and instrumentation
- Adult Echocardiography
- Pediatric Echocardiography
- Fetal Echocardiography
- Vascular Physical Principles & Instrumentation
- Vascular technology

The incumbent is required to participate in a dynamic, constantly evolving curriculum, driven by the rapid pace of technological change in ultrasound imaging equipment, the expanding scientific knowledge base, and advances in instructional technology.

The Ultrasound Instructor is responsible for instructing courses and correlating laboratory exercises for each course they teach, as assigned. They ensure that course and clinical laboratory exercises meet course objectives, for each course or lab they teach. The Ultrasound Instructor's responsibilities include didactic and clinical instruction and evaluation. The Ultrasound Instructor shall maintain current knowledge of sonographic and/or other noninvasive diagnostic vascular techniques and educational methodology through continuing professional development.

The incumbent must be able to motivate and inspire students and interact with a wide variety of sonographers, physicians, professors, administrators, patients, and the general public.

### MAJOR RESPONSIBILITIES

**The incumbent performs the following job responsibilities:**

- A. Assist with planning academic curriculum.**
  - Evaluates effectiveness of teaching by reviewing graduate performance on national certification examinations, employer surveys, graduate surveys, and student surveys.
  - Participates in updating curricular changes with academic faculty to include professors from anatomy, medical physics, radiology, cardiology, and vascular surgery.
  - Reviews and evaluates new teaching materials with school faculty.
  - Organizes academic courses and schedules lectures.
- B. Monitors Clinical laboratory exercises and grading.**
  - Evaluates effectiveness of clinical training from employer and recent graduate surveys, clinical competency tests, student evaluations, etc.
  - Reviews student evaluations of clinical laboratory exercises with the Manager and Clinical Education Coordinator.
- C. Develops and maintains relationships with multiple departments and institutions to provide clinical training for sonography students.**
  - Communicates with clinical instructors regarding continuing education activities.
  - Attends advisory committee meetings.
- D. Supervise sonography students.**
  - Assist with student research projects to include IRB submissions.

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- Provide individual tutoring to students when needed.
- Participate in student disciplinary actions as needed.

**E. Conduct formal lectures, laboratory demonstrations, review classes and examinations.**

- Select new textbooks and recent journal articles to update lecture content.
- Prepare detailed written handouts for each lecture.
- Prepare audiovisual materials for each lecture.

**F. Engages in continuing education activities.**

- Maintains and updates clinical skills by performing and observing patient diagnostic ultrasound examinations.
- Serves as a community resource for information on topics in diagnostic medical sonography through lecturing at local meetings.
- Attends educational meetings.

**ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.**

### JOB REQUIREMENTS

Education	Minimum	<ul style="list-style-type: none"> <li>• Bachelor's Degree</li> <li>• Graduate of a 2-year certificate program in diagnostic medical sonography</li> </ul>
	Preferred	<ul style="list-style-type: none"> <li>• Bachelor's Degree in Education</li> </ul>
Work Experience	Minimum	Three (3) years of professional experience as a diagnostic medical sonographer or cardiac sonographer and/or vascular technologist
	Preferred	Five (5) years of professional experience as a diagnostic medical sonographer or cardiac sonographer and/or vascular technologist
Licenses & Certifications	Minimum	American Registry of Diagnostic Medical Sonographers (ARDMS) certification in the following specialties: <ul style="list-style-type: none"> <li>• Abdomen</li> <li>• Obstetrics and Gynecology</li> <li>• Vascular Technology</li> </ul>
	Preferred	<ul style="list-style-type: none"> <li>• Pediatric Echocardiography</li> <li>• Musculoskeletal Sonography</li> </ul>
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> <li>• Ability to perform diagnostic abdominal, obstetric, gynecologic, superficial, vascular ultrasound and / or cardiac ultrasound examinations.</li> <li>• Ability to technically assess diagnostic ultrasound examinations.</li> <li>• Ability to understand scientific publications on topics related to ultrasound imaging at the physician level.</li> <li>• Ability to explain complex concepts involving anatomy, physiology, pathology, physics and image interpretation.</li> <li>• Ability to organize, coordinate and integrate complex two year academic and clinical lab exercises.</li> <li>• Ability to supervise and motivate students.</li> <li>• Ability to teach to a variety of learners and abilities.</li> </ul>

### AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

**Instructions:** Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

	Infants (Birth – 11 months)		Adolescent (13 – 19 years)
	Toddlers (1 – 3 years)		Young Adult (20 – 40 years)
	Preschool (4 – 5 years)		Middle Adult (41 – 65 years)
	School Age (6 – 12 years)		Older Adult (Over 65 years)

### JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

### PHYSICAL REQUIREMENTS

**Indicate the appropriate physical requirements of this job in the course of a shift.** *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

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Physical Demand Level		Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
	<b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as dockets, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<b>x</b>	<b>Light:</b> Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
	<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
	<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
	<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
List any other physical requirements or bona fide occupational qualifications:				

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.