

STAFFING

1. **REASON FOR ISSUE:** To revise the Department of Veterans Affairs (VA) qualification standard for the appointment of the Nuclear Medicine Technologist, GS-0601, occupation, appointed under the authority of 38 U.S.C. § 7401(3) and 38 U.S.C. § 7405 (a)(1)(B) in VA.
2. **SUMMARY OF CONTENTS/MAJOR CHANGES:** This handbook contains mandatory procedures on staffing. The pages in this issuance replace the corresponding page numbers in VA Handbook 5005, Staffing, Appendix G19. This new qualification standard will be incorporated into the electronic version of VA Handbook 5005 that is maintained on the [Office of the Chief Human Capital Officer Website](#). Significant changes include:
 - a. Incorporates definitions for journey level, creditable experience, quality experience, part-time experience, and knowledge of Professional Nuclear Medicine Technology practices.
 - b. Updates the basic requirements.
 - c. Incorporates guidance on failure to obtain credentials, and updates loss of credentials.
 - d. Updates grade requirements and determinations.
 - e. Incorporates additional advanced assignments at the grade levels beyond the full performance level.
3. **RESPONSIBLE OFFICE:** Recruitment and Placement Policy Service (059), Office of the Chief Human Capital Officer.
4. **RELATED DIRECTIVE:** VA Directive 5005, Staffing.
5. **RESCISSIONS:** None.

CERTIFIED BY:

/s/
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**BY DIRECTION OF THE SECRETARY OF
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/s/
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**APPENDIX G19. NUCLEAR MEDICINE TECHNOLOGIST
QUALIFICATION STANDARD
GS-[0]601
Veterans Health Administration**

1. **COVERAGE.** The following are requirements for appointment as a [Nuclear Medicine Technologist (NMT)] in the Veterans Health Administration (VHA). [NMTs] perform a wide variety of functional studies of organs and/or systems involving static and dynamic imaging procedures, the injection of radionuclides and radiopharmaceuticals, and the use of such specialized equipment as integrated computer/imaging system[], single photon emission tomography, [positron emission tomography], etc., in combination with a variety of in vitro laboratory procedures. [Technologists also perform advanced therapeutic procedures and fusion imaging.] The work requires a professional knowledge of the field of nuclear medicine technology, and those aspects of chemistry, physics, mathematics, and the biomedical sciences that relate to nuclear medicine.
2. **[DEFINITIONS.]**
 - a. **Journey Level.** The full performance level for this qualification standard is the GS-9 grade level.
 - b. **Creditable Experience.** To be creditable, the experience must have required the use of knowledge, skills, and abilities (KSAs), and other characteristics, also referred to as core competencies, associated with the scope of NMT practice.
 - c. **Quality of Experience.** Experience is only creditable if it is earned after passing the Nuclear Medicine Technology Certification Board (NMTCB) or American Registry of Radiologic Technology (ARRT) (N) certification exams. Experience as a graduate NMT is creditable provided the candidate worked as a NMT and subsequently passed the certification examination.
 - d. **Part-Time Experience.** Part-time experience as a NMT is creditable according to its relationship to the full-time workweek. For example, a NMT would receive 1 week of full-time credit for each 2 weeks of half-time work.
3. **BASIC REQUIREMENTS.** The basic requirements for employment as a NMT are prescribed in 38 U.S.C. § 7402(b)(14). To qualify for appointment as a NMT, all applicants must possess the following:
 - a. **Citizenship.** Be a citizen of the United States. (Non-citizens may be appointed when it is not possible to recruit qualified citizens in accordance with chapter 3, section A, paragraph 3.g., of this part.)
 - b. **Certification.** All applicants must be certified in nuclear medicine technology by the Nuclear Medicine Technology Certification Board (NMTCB) or the American Registry of Radiologic Technology (ARRT) (N). NMTCB or ARRT (N) certification eligibility requirements are normally satisfied by one of the following:

[(1) Completion of a NMTCB-recognized nuclear medicine technology program,

OR

(2) Completion of a nuclear medicine technology program accredited by the Joint Review Committee on Educational Programs in Nuclear Medicine Technology (JRCNMT), or other accrediting agencies as recognized by the U.S. Department of Education (DOE), culminating in a certificate, associate, baccalaureate, or master's degree. Educational programs must have structured clinical training sufficient to provide clinical competency in radiation safety, instrumentation, clinical procedures, and radio-pharmacy, as deemed acceptable by the NMTCB.

NOTE: Technologists functioning as multi-modality technologists require additional specific certifications as stated in assignment descriptions below.]

c. **Exceptions.** Non-certified applicants, who otherwise meet the eligibility requirements for NMTCB or ARRT (N) certification, may be given a temporary appointment as a graduate NMT under the authority of 38 U.S.C. § 7405 (a)(1)(D). Failure to obtain certification [within 1 year from the date of appointment] is justification for termination of the temporary appointment. This may result in termination of employment.

[(1) **Failure to Obtain Credential.** In all cases, NMTs must actively pursue meeting certification requirements starting from the date of their appointment. Failure to become certified within 1 year from date of appointment will result in removal from the GS-0601 NMT occupation and may result in termination of employment.]

(2) **Loss of Credential.** [Once certified, NMTs must maintain a full, valid, and unrestricted certification. Loss of credential will result in removal from the GS-0601 NMT occupation and may result in termination of employment.] For occupations which require an active certification at all grade levels, at the discretion of the appointing official, an employee may be reassigned to another occupation for which he/she qualifies if a placement opportunity exists. For occupations which require an active credential (licensure/certification/registration) in assignments above the journey level only, at the discretion of the appointing official, an employee may remain at an appropriate lower grade level in the occupation when both of the following apply: the credential is not a requirement and a placement opportunity exists.

d. **Grandfathering Provision.** []All persons employed in VHA [as a NMT] on the effective date of this qualification standard are considered to have met all qualification requirements for the title, series and grade held, including positive education and certification that are part of the basic requirements of the occupation. For employees who do not meet all the basic requirements in this standard, but who met the qualifications applicable to the position at the time they were appointed to it, the following provisions apply:

[]

- (1) Such employees in an occupation that requires a [certification], may be reassigned, promoted up to and including the journey (full performance) level, or [changed to lower grade] within the occupation, but may not be promoted beyond the journey level or placed in supervisory or managerial positions.
 - (2) Such employees in an occupation that requires a certification only at higher grade levels must meet the certification requirement before they can be promoted to the higher-grade levels.
 - (3) Employees who are appointed on a temporary basis prior to the effective date of the qualification standard may not have their temporary appointment extended or be reappointed, on a temporary or permanent basis, until they fully meet the basic requirements of the standard.
 - (4) Employees initially grandfathered into this occupation, who subsequently obtain additional education and/or certification that meet all the basic requirements of this qualification standard must maintain the required credentials as a condition of employment in the occupation.
 - (5) If an employee who was [in the NMT] occupation listed in 38 U.S.C. § 7401(3) under this provision leaves that occupation, the employee loses protected status, and must meet the full VA qualification standard requirements in effect at the time of reentry to the occupation.
- e. **Physical Requirements.** See VA Directive and Handbook 5019[, Employee Occupational Health Service.]
- f. **English Language Proficiency.** [NMTs] must be proficient in spoken and written English in accordance with chapter 2, section D, paragraph 5a, of this part.

4. GRADE REQUIREMENTS.

- a. **[Nuclear Medicine Technologist.** All individuals assigned to this occupation must have an approved title or parenthetical title, as described below:
- (1) Nuclear Medicine Technologist
 - (2) Nuclear Medicine Technologist (Fusion Imaging Technologist)
 - (3) Nuclear Medicine Technologist (Multi-Modality Technologist)
 - (4) Lead Nuclear Medicine Technologist
 - (5) Supervisory Nuclear Medicine Technologist

- (6) Supervisory Nuclear Medicine Technologist (Chief)
- (7) Nuclear Medicine Technologist (National or Regional Technologist)
- (8) Supervisory Nuclear Medicine Technologist (Imaging Program Administrator)]

[5. GRADE DETERMINATIONS.]

- a. **Grade Determinations.** In addition to the basic requirements for employment, the following criteria must be met when determining the grade of candidates:

(1) **[Nuclear Medicine Technologist, GS-5]**

- (a) **Experience or Education.** None beyond the basic requirements. [Certification as described in the basic requirements in paragraph 3.b. above is required.]

[]

- [(b)] **Assignments.** Candidates at this grade level, serve as [entry level] NMTs [and] receive guidance from more experienced staff members for more complex patients and require daily direct [(i.e., immediate)] supervision.

(2) **[Nuclear Medicine Technologist, GS-7]**

(a) **Experience [or Education]**

- i. **[Developmental Level].** Certification, as described in the basic requirements in paragraph [3.b.] above, [and for the developmental level assignment,] completion of 1 year of [creditable experience] equivalent to the next lower grade level, directly related to the position to be filled (i.e., experience that demonstrates possession of the knowledge, skills, abilities, and other characteristics needed to provide nuclear medicine technology services at that level) [is required.]

OR

- ii. **Advanced Entry Level Placement.** See VA Handbook 5005, Part II, Appendix G17.

- (b) **Assignments.** Candidates at this grade level [may serve as advanced entry level or developmental level] NMTs. [They receive guidance from more experienced staff members for more complex patients and require general supervision.] At this grade, NMTs utilize the proper methods of receipt, use, storage, and disposal of radioactive material; perform and evaluate basic quality control on all imaging and non-imaging instrumentation and auxiliary equipment, and provide basic patient care, recognizing and responding to emergency conditions.

(c) **Demonstrated Knowledge, Skills, and Abilities.** [In addition, the candidate must demonstrate all of the following KSAs:]

- i. Knowledge of Nuclear Regulatory Commission (NRC) regulations [that pertain to nuclear medicine technology practices.]
- ii. Knowledge of the medical sciences such as anatomy, physiology, chemistry, and physics and how they relate to the cardiovascular, skeletal, endocrine, respiratory, gastrointestinal, and genitourinary systems of the human body.
- iii. Knowledge of radioactive package types, package surveys, and radioactive materials record management.
- iv. Ability to independently use and interpret Geiger-Mueller meter.]

(3) **[Nuclear Medicine Technologist, GS-9]**

(a) **Experience.** Completion of 1 year of [creditable] experience equivalent to the next lower grade level directly related to the position to be filled (i.e., experience that demonstrates possession of the knowledge, skills, abilities, and other characteristics needed to provide nuclear medicine technology services at that level) [is required.]

(b) **Assignments.** Candidates at this grade level serve as staff NMTs [at the journey level. NMTs at this level have a full understanding of proper methods of receipt, use, storage, and disposal of radioactive material; properly and independently handle unusual circumstances; perform and evaluate daily, weekly, monthly, and quarterly quality control on all imaging and non-imaging instrumentation and auxiliary equipment, provide basic patient care, and can recognize and respond to emergency conditions. It is expected that they routinely and independently perform the full scope and complexity of these responsibilities and receive guidance from higher-level or supervisory staff members for only the most complex patients.]

(c) **Demonstrated Knowledge, Skills, and Abilities.** [In addition, the candidate must demonstrate all of the following KSAs:]

- i. Ability to document excessive radiation exposure in the working environment.
- ii. Knowledge of medical events requiring documentation and the ability to properly document them and make recommendations to the radiation safety officer (RSO).
- iii. Ability to communicate orally and in writing post iodine-131 therapy radiation safety precautions.
- iv. Ability to troubleshoot gamma camera and auxiliary equipment problems.
- v. Ability to analyze computer generated data for technical quality and artifacts and initiate corrective measures.

(4) [Nuclear Medicine Technologist,] GS-11

- (a) **Experience.** [For assignments above the journey level, the candidate must have 1 year of creditable experience equivalent to the next lower grade level directly related to the position being filled, and must fully meet the KSAs at that level.]
- (b) **Assignments.** For all assignments above the journey level, the higher-level duties must consist of significant scope, complexity (difficulty), range of variety, and be performed by the incumbent at least 25% of the time. NMTs at this level are fully functional as an advanced NMT and carry out their assigned tasks independently. NMTs at this level serve in advanced assignments and will have varying assignments, including special and complex imaging procedures, advanced therapies, clinical instruction, and quality management duties within the program. Advanced therapies may include, but are not limited to, yttrium-90, radium, and palliative bone pain therapy. Regardless of the nature of the specific assignment, the work must be of sufficient scope and complexity to meet the knowledge, skills, and abilities to perform at this level.
- (c) **Demonstrated Knowledge, Skills, and Abilities.** The candidate must demonstrate all of the following technical KSAs:
- i. Ability to produce and assess high quality scans and quality control images using independent judgement to recognize abnormal or unacceptable results.
 - ii. Knowledge and skill in use of ancillary equipment with an understanding of how the results will affect the study outcome.
 - iii. Knowledge of physiologic processes as they relate to altered radiopharmaceutical uptake and/or artefactual findings.
 - iv. Ability to obtain, assess, and document pre-therapy patient preparation information and provide post-therapy patient education following proper administration of advanced therapy dose.
 - v. Ability to develop new protocols for imaging procedures.
 - vi. Ability to analyze instances of increased radiation exposure levels and recommend measures to reduce.
 - vii. Ability to analyze consequences of improper packaging of radioactive material and take appropriate actions.

(5) Nuclear Medicine Technologist (Fusion Imaging Technologist), GS-11

- (a) **Experience.** For assignments above the journey level, the candidate must have 1 year of creditable experience equivalent to the next lower grade level directly related to the position being filled, and must fully meet the KSAs at that level.

(b) **Assignments.** For all assignments above the journey level, the higher-level duties must consist of significant scope, complexity (difficulty), range of variety, and be performed by the incumbent at least 25% of the time. NMTs at this level are fully functional as an advanced NMT and carry out their assigned tasks independently. NMTs in this assignment perform fusion imaging such as positron emission tomography/computed tomography (PET/CT), single photon emission computed tomography/computed tomography (SPECT/CT) and/or positron emission tomography (PET) and magnetic resonance (PET/MR) procedures that include non-diagnostic low dose CT attenuation corrected or MR fused images. They carry out these complex assignments independently. Assignments may include advanced therapies. The work must be of sufficient scope and complexity to meet the knowledge, skills, and abilities to perform at this level.

(c) **Demonstrated Knowledge, Skills, and Abilities.** The candidate must demonstrate all of the following technical KSAs:

- i. Ability to produce and assess high quality fusion and quality control images using independent judgement to recognize abnormal or unacceptable results.
- ii. Practical knowledge and skill in the use of ancillary equipment with an understanding of how the results will affect the study outcome.
- iii. Knowledge of physiologic processes as they relate to altered radiopharmaceutical uptake and/or artefactual findings.
- iv. Knowledge of CT and/or MR radiographic techniques utilized in quality control and acquisition parameters.
- v. Ability to recognize and correct fusion imaging system errors.

(6) Nuclear Medicine Technologist (Multi-Modality Technologist), GS-11

(a) **Experience.** For assignments above the journey level, the candidate must have 1 year of creditable experience equivalent to the next lower grade level directly related to the position being filled, and must fully meet the KSAs at that level.

(b) **Assignments.** For all assignments above the journey level, the higher-level duties must consist of significant scope, complexity (difficulty), range of variety, and be performed by the incumbent at least 25% of the time. NMTs at this level are fully functional as an advanced NMT and carry out their assigned tasks independently. NMTs in this assignment perform fusion imaging such as PET/CT, SPECT/CT and/or PET/MR procedures that include diagnostic nuclear medicine, CT, and/or MR fused images. Multi-modality technologists must hold appropriate specific certifications in nuclear medicine (NMTCB or ARRT(N)), as well as CT (NMTCB(CT)) or ARRT (CT)), and/or MR (ARRT (MR)) applicable to independently perform the assignment duties. They carry out these complex assignments independently as part of nuclear medicine procedures. Assignments may include injection of contrast and recognition of allergic reaction, contraindications, and medication interactions. The work must be of sufficient

scope and complexity to meet the knowledge, skills, and abilities to perform at this level.

- (c) **Demonstrated Knowledge, Skills, and Abilities.** The candidate must demonstrate all of the following technical KSAs:
- i. Knowledge of contrast media, side effects, medication allergic reactions, drug interactions, and extravasation assessment.
 - ii. Skill to differentiate multi-modality protocols and adjust protocols according to patient needs, body mass index, or area of interest.
 - iii. Knowledge of unique scanning and processing parameters required of multi-modality imaging.
 - iv. Ability to troubleshoot and make simple repairs to PET/CT and/or PET/MR imaging systems.
 - v. Ability to care for patients during all stages of the procedure and provide emergency response care when necessary.
 - vi. Knowledge of all contraindications for performing CT and/or MR scans.

(7) **Lead Nuclear Medicine Technologist, GS-11**

- (a) **Experience.** For assignments above the journey level, the candidate must have 1 year of creditable experience equivalent to the next lower grade level directly related to the position being filled, and must fully meet the KSAs at that level.
- (b) **Assignments.** For all assignments above the journey level, the higher-level duties must consist of significant scope, complexity (difficulty), range of variety, and be performed by the incumbent at least 25% of the time. NMTs at this level are fully functional as an advanced NMT and carry out their assigned tasks independently. The candidate functions as a lead technologist for a group of NMTs at and below the journey level (GS-9) and other unit staff. The lead technologist is responsible for assignment of work to ensure effective unit operation and maximizing use of unit resources. This position provides a full range of nuclear medicine procedures, has a broad knowledge of the different modalities within the diagnostic radiologic area, and is accountable to the next higher-level supervisor.
- (c) **Demonstrated Knowledge, Skills, and Abilities.** The candidate must demonstrate all of the following technical KSAs:
- i. Ability to motivate and mentor staff.
 - ii. Ability to respond to decrease staffing levels or increase in workload involving all parties that restructure work assignments.

iii. Ability to communicate effectively with supervisor and staff.

(8) Supervisory Nuclear Medicine Technologist, GS-11

- (a) **Experience.** For assignments above the journey level, the candidate must have 1 year of creditable experience equivalent to the next lower grade level directly related to the position being filled, and must fully meet the KSAs at that level.
- (b) **Assignments.** For all assignments above the journey level, the higher-level duties must consist of significant scope, complexity (difficulty), range of variety, and be performed by the incumbent at least 25% of the time. NMTs at this level are fully functional as an advanced NMT and carry out their assigned tasks independently. Individuals in this assignment assume full administrative and professional responsibility for planning and directing the nuclear medicine program at a medical center or independent outpatient clinic, to include budget, staffing, inventory, equipment, and safety. They also have full supervisory responsibility over NMTs at and below the journey level (GS-9), and may include clerical/administrative staff, for a unit, including staff evaluation, interviewing, selection, and disciplinary processes.
- (c) **Demonstrated Knowledge, Skills, and Abilities.** The candidate must demonstrate the following technical KSAs and, as designated by an asterisk (*), demonstrate the potential to acquire the assignment specific KSAs:
- i. Ability to perform complex nuclear medicine studies.
 - ii. Skill in motivating and mentoring technical and administrative staff.
 - iii. Ability to develop continuing education standards for nuclear medicine staff.
 - iv. *Ability to communicate orally and in writing with higher level authorities (i.e., National Health Physics Program (NHPP), The Joint Commission (TJC), NRC, Inspector General (IG), executive leadership).
 - v. *Ability to interview candidates for subordinate positions in the section; recommend appointments, advancements, or, when appropriate, disciplinary actions; evaluate performance; and identify continuing education and training needs.
 - vi. *Ability to forecast and plan for the effective operation of the unit, including staffing, advancing technology, equipment, and resource needs.]

(9) [Supervisory Nuclear Medicine Technologist (Chief),] GS-12

- (a) **Experience.** [At this level,] completion of 1 year of [creditable] experience equivalent to the next lower grade level directly related to the position to be filled, i.e., experience that demonstrates possession of the KSAs and other characteristics needed to provide nuclear medicine technology and administrative services [is required.] This experience must have provided the candidate with an in-depth knowledge of common and uncommon nuclear

medicine procedures, in-depth knowledge of radiation safety practices, and knowledge of staffing levels, financial management, personnel management, and supply management.

- (b) **Assignments.** For all assignments above the journey level, the higher-level duties must consist of significant scope, complexity (difficulty), and range of variety, and be performed by the incumbent at least 25% of the time. Individuals in this assignment assume full administrative and professional responsibility for planning and directing the nuclear medicine program and [technologists above the journey level at] a medical center or independent outpatient clinic.
- (c) **[Demonstrated Knowledge, Skills, and Abilities.** The candidate must demonstrate all the following technical KSAs and demonstrate the potential to acquire the assignment specific KSAs as designated by an asterisk (*):]
 - i. Ability to provide complex nuclear medicine patient procedures.
 - ii. *Ability to develop and initiate new protocols which apply current research findings.
 - iii. *Skill in providing [and interpreting] administrative reports to management orally and in writing.

(10) **[Supervisory Nuclear Medicine Technologist, GS-12]**

- (a) **Experience.** [For assignments above the journey level, the candidate must have 1 year of creditable experience equivalent to the next lower grade level directly related to the position being filled, and must fully meet the KSAs at that level.
- (b) **Assignments.** For all assignments above the journey level, the higher-level duties must consist of significant scope, complexity (difficulty), range of variety, and be performed by the incumbent at least 25% of the time. NMTs at this level are fully functional as an advanced NMT and carry out their assigned tasks independently. Individuals in this assignment assume full administrative and professional responsibility for planning and directing the nuclear medicine program and technologists above the journey level at a medical center or independent outpatient clinic. They also have supervisory responsibility over a program.
- [(c) **Demonstrated Knowledge, Skills, and Abilities.** The candidate must demonstrate all the following technical KSAs and demonstrate the potential to acquire the assignment specific KSAs as designated by an asterisk (*):]
 - i. *Ability to assign and evaluate work of subordinate staff as well as resolve problems that may interfere with the delivery of nuclear medicine services by staff members.
 - ii. Skill in providing complex nuclear medicine patient procedures.
 - iii. *Ability to develop and initiate new protocols which apply to current research findings.

- iv. *Skill in providing administrative reports both orally and in writing [with higher level authorities (i.e., NHPP, TJC, NRC, Inspector General, executive leadership)].
- v. *Ability to interview candidates for positions in the section; recommend appointments, advancements, or, when appropriate, disciplinary actions; evaluate performance; and identify continuing education and training needs.

[(11) Nuclear Medicine Technologist (National or Regional Technologist), GS-13

- (a) **Experience.** Completion of 1 year of experience equivalent to the next lower grade level directly related to the position to be filled, i.e., experience that demonstrates possession of the KSAs and other characteristics needed to provide nuclear medicine technology and administrative services is required.
- (b) **Assignments.** For all assignments above the journey level, the higher-level duties must consist of significant scope, complexity (difficulty), and range of variety, and be performed by the incumbent at least 25% of the time. NMTs at this level function as clinical program specialists responsible for the management of Veterans Integrated Systems Network (VISN) or national nuclear medicine initiatives having a high degree of visibility and a significant impact on VHA health care delivery. Examples include VISN or national initiatives in the care and treatment of patients, educational programs, program evaluation, quality assurance, etc. These programs typically include collaboration with other federal and state agencies, professional organizations, etc. Due to the scope of regional/national responsibilities, it is expected there may generally be one regional level technologist per VISN, if and where warranted, but no more than two.
- (c) **Demonstrated Knowledge, Skills, and Abilities.** The candidate must demonstrate all of the following technical KSAs and demonstrate the potential to acquire the assignment specific KSAs as designated by an asterisk (*):
 - i. Extensive working knowledge of regional or national initiatives and/or intra-agency or similar workgroups or committees.
 - ii. Ability to develop and/or recommend national and/or regional policies and/or directives impacting program operations.
 - iii. *Ability to perform national and/or regional special projects, activities, and co-chair related national nuclear medicine committees.
 - iv. Skill in managing resources and work flow, i.e., space, equipment, supplies, personnel at a regional and/or national level.
 - v. Ability to provide expert consultation for national and/or regional nuclear medicine policies, program, and quality initiatives.
 - vi. Skill in developing and providing oversight of national or regional program requirements regarding continuing education for nuclear medicine technologists at facilities nationwide.

(12) **Supervisory Nuclear Medicine Technologist (Imaging Program Administrator), GS-13]**

- (a) **Experience.** [For assignments above the journey level, the candidate must have 1 year of creditable experience equivalent to the next lower grade level directly related to the position being filled and must fully meet all the KSAs at that level.
- (b) **Assignments.** For all assignments above the journey level, the higher-level duties must consist of significant scope, complexity (difficulty), range of variety, and be performed by the incumbent at least 25% of the time. NMTs at this level are fully functional as an advanced NMT and carry out their assigned tasks independently. The supervisory NMT (imaging program administrator) is responsible for the direction of a consolidated imaging program that includes nuclear medicine and one or both of diagnostic radiology and/or radiation oncology programs. The incumbent ensures professional competence and performance of clinical and clerical staff by establishing professional standards, protocols, and policies and procedures. This position has supervisory responsibility for a large staff of subordinate personnel in various disciplines and sections noted above and would likely include at least one subordinate supervisor at the next lower level, and may include various clerical and administrative support personnel. Responsibilities include oversight of business operations and planning for complex medical centers with strong academic affiliations that include both graduate medical education and medical imaging training programs. Responsibilities include oversight of multiple complex imaging services and providing annual budget information; monitoring expenditures; identifying variances and recommending corrective actions. In collaboration with the facility leadership, this position develops strategic short-term and long-term business, market, and operational plans focused on the growth of clinical, academic, and financial performance. The supervisory NMT (imaging program administrator) monitors and evaluates progress toward implementing strategic goals and objectives. This position is responsible for contributing information for strategic plans and reviews; implementing production, productivity, quality, and patient-service standards; resolving problems and identifying system improvements. The supervisory NMT (imaging program administrator) is accountable for outcomes and performance targets, including but not limited to, patient and staff satisfaction surveys, industry performance benchmarks, and quality outcomes. The supervisory NMT (imaging program administrator) works closely with departmental staff to improve quality results by evaluating accuracy and quality of services, and providing assistance with the implementation of new techniques, equipment, and procedures. This NMT oversees, supports, and makes contributions to patient safety, implementing systems to conduct root cause analysis and correction of errors, reporting of adverse occurrences, near misses, and safety concerns. This position develops, implements, maintains, and enforces departmental programs, policies, procedures, and protocols. The supervisory NMT (imaging program administrator) ensures and maintains required documentation for compliance with safety, environmental and infection control standards, and with local, state, and federal regulations. This position monitors compliance with standards, identifies variances or inability to meet established targets, and implements actions to ensure that targets are met.

(c) Demonstrated Knowledge, Skills, and Abilities. The candidate must demonstrate all the following technical KSAs and demonstrate the potential to acquire the assignment specific KSAs as designated by an asterisk (*):

- i. Ability to provide the full range of supervisory duties, which includes responsibility for assignment of work, performance evaluations, selection of staff, and recommendation of awards, advancements, and disciplinary actions.
- ii. *Skill in administrative management (e.g., budgeting, contracting, procurement, and property management) in accordance with regulations.
- iii. *Ability to work collaboratively with other disciplines, upper management, regional, or headquarters level staff.
- iv. Ability to plan and execute short-term and long range programs and/or goals using project management and tactical/strategic planning, as well as, developing and overseeing complex quality programs by addressing outcome and performance benchmarks.
- v. Advanced knowledge of concepts, principles and methodologies of a significantly high level imaging program that includes complex subsections such as diagnostic radiology, nuclear medicine and/or radiation oncology operations in order to assess program effectiveness and provide authoritative guidance for operations, personnel, and management.
- vi. Ability to develop, implement, maintain, and enforce departmental program policies, procedures, and protocols to maintain required documentation for compliance with safety, environmental and infection control standards, and with TJC, Food and Drug Administration, NRC-NHPP, American College of Radiation, Health Insurance Portability and Accountability Act, and other federal regulations. This includes the ability to monitor compliance with standards, identify variances or inability to meet established targets, and implement action to ensure that targets are met.]

6. DEVIATIONS.

- a. The appointing official may, under unusual circumstances, approve reasonable deviations to the grade determination requirements for NMTs in VHA whose composite record of accomplishments, performance, and qualifications, as well as current assignments, warrant such action based on demonstrated competence to meet the requirements of the proposed grade.
- b. Under no circumstances will the certification requirements be waived.
- c. The placement of individuals in grade levels or assignments not described in this standard must be approved by the Under Secretary for Health, or designee, in VHA Central Office.

Authority: 38 U.S.C. §§ 7402, 7403.