



Position: Sonographer-Staff Nurse
Reports to: Medical Services Manager
Classification: Non-Exempt 40 Hours Weekly

Qualifications/Background:

- Licensed Vocational Nurse or Registered Nurse or RDMS, in good standing with the State Medical Board
- At least 2 years' experience in related field
- First Aid and CPR Certification
- Certified in Limited Obstetric Ultrasound
- Approved DPS, Criminal and CPS background checks
- Exhibit skill in interpersonal communication, public speaking, and problem solving
- Be able to carry out responsibilities with little or no supervision
- A minimum of two-year commitment for this position is preferred
- Have faith in God and have accepted salvation through His son, Jesus Christ; daily living in a relationship with God that would be evident in your life, through word and deed
- Have strong commitment to the mission of Care Net Pregnancy Center and be in full agreement with Care Net's Statements of Principles Purpose and Faith and Mission and Values Statements
- Attend church on a regular basis
- Computer and database management capabilities
- Excellent oral and written communication skills with a proficiency in English
- Willingness to pursue ongoing training as necessary
- Self-motivated, dependable, and responsible
- Expresses a sincere desire to reach at-risk women
- Respects confidentiality
- Desire to maintain direct client care while directing medical services
- Willing and able to travel, as necessary

Physical Requirements:

- Must be able to lift and carry 40+ pounds up to waist high level
- Must be able to bend, stoop, crawl, walk, reach, climb on a step stool or ladder, and be sedentary or stand 50% of the time
- Must be able to hear, see, and speak in order to communicate with clients efficiently

Duties:

- Perform pregnancy tests & report results to client
- Perform ultrasounds
- Record ultrasounds, pregnancy testing and advice in client charts
- Obtain medical history & give medical advice to clients & record in chart
- Adhere to all HIPAA requirements
- Explain consent forms



- Schedule doctor's appointments
- Enter client notes and follow up correspondence daily in Ekyros
- Maximize all billing opportunities
- Be ready, willing & available to see all clients for all services when needed
- Encourage all clients to participate in spiritual services
- Follow up with clients according to policy
- Comply with all physician standing orders
- Participate in ongoing training as required
- Maintain licensing & CEU's
- Train annually in ultrasound
- Oversee & train volunteer nurses in skill & compassion as needed
- Clean ultrasound filters monthly
- Conduct tours through medical center as needed
- Specially & uniquely recognize agencies & individuals for special service to Care Net clients
- Report child abuse/neglect in timely manner when required
- Participate in vendor fairs, events and booths to network with agencies, vendors and potential clients when needed
- See clients when scheduled on the mobile unit
- Assist Medical Services Manager as requested
- Adhere to all Care Net Policies & Procedures
- At all times be a Care Net Ambassador in the community

Your work week is limited to 40 hours, calculated from Sunday to Saturday. No overtime is authorized without prior approval from the CEO. Care Net Pregnancy Center retains sole discretion to determine when employees must work overtime. Working unauthorized overtime hours may lead to disciplinary action and even termination.

Perform all other duties and responsibilities as requested with a sense of humor and team spirit!

Care Net Pregnancy Center of Central Texas does not enter into employment contracts with its employees. THIS JOB DESCRIPTION DOES NOT CONSTITUTE A CONTRACT AND CAN BE AMENDED AT ANY TIME. THIS DESCRIPTION DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR OBLIGATIONS. ALL EMPLOYMENT WITH Care Net Pregnancy Center of Central Texas IS ON AN AT-WILL BASIS AND Care Net Pregnancy Center of Central Texas RESERVES THE RIGHT TO TERMINATE ANY EMPLOYEE AT ANY TIME, WITH OR WITHOUT CAUSE.

Revised August 2021

Sonographer/Staff Nurse

Date