



# Example of Cardiac Sonographer Job Description

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Our growing company is searching for experienced candidates for the position of cardiac sonographer. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for cardiac sonographer

- Prefer adult congenital experience
- Perform echocardiograms in both inpatient and outpatient settings, and complete worksheets for physician interpretation
- Complete echo-related paperwork which may include logbooks, charges, copying of records and videotapes, and distribution of reports
- Communicate pertinent and urgent information to physician
- Keep equipment clean and in good working order, and assure an adequate supply inventory
- Performs diagnostic cardiac ultrasound procedures
- Assists physician with Transesophageal Echo (TEE) studies
- Completes paperwork associated with diagnostic tests such as copying and distribution of test results
- Cleans echo rooms and equipment between patients according to department protocol
- Accesses medications or IV solutions only as required to perform normal job duties complying with all state and federal regulations regarding medication and IV solution security

## Qualifications for cardiac sonographer

- Perform data measurements on imaging files and enter in database
- Perform digital media management and archiving including downloading

- Assist in quality assurance measures of laboratory including proofing of data reports
- RDCS (Registered Diagnostic Cardiac Sonographer) or RCS (Registered Cardiac Sonographer) certification required
- Successful completion of an ultrasound program
- Registered Diagnostic Medical Sonographer (RDMS) or Registered Diagnostic Cardiac Sonographer (RDCS) or eligible (with intent to become certified)