

(C) Radiology Department Staff

Dark Room Assistant->Junior Radiographer->Radiographer->Senior Technical Assistant Training

Schedule for Dark Room Assistant

Day of training	S. No.	Training Topics	Duration
<b>Day 1</b>	1.	CCS Conduct Rules/leave Rules/LTC/Disciplinary Procedure.	
	2.	HIS/Computer training/MS Word/Excel/RIS (Radiation Information System)	
	3.	Soft skill training and Grievance Handling Procedure	
	4.	Prevention of Sexual Harassment at workplace	
	5.	Data management-data integrity, Confidentiality, data security and data analysis, Introduction to PACS(Picture archiving and communication system)	
	6.	APAR & IPR	
<b>Day 2</b>	1.	Yoga and stress management	
	2.	TAT and /Critical Results	
	3.	Technical Audit Checklist	
	4.	AERB Training/Radiation protection and use of lead aprons special emphasis on thyroid and gonads protection Radiation Hazards/TLD Badges/signages for radiation hazards	
	5.	Basic CT/MRI training	
	6.	Patient safety guidelines	
	7.	X-ray films, cassette and screens	
<b>Day 3</b>	1.	Dark room techniques	
	2.	Radiographic position of chest-abdomen, Extremities ,pelvis, KUB, spine and skull X-rays	
	3.	Special Investigations of GI Tract/urogenital system like excretory urography, IVP ,micturating cysto- urethrography, Barium swallow, Ba meal, Barium enema, HSG	
	4.	Soft tissue radiography eg. Mammography	
	5.	PCPNDT	
	6.	Contrast use in radiology and management of contrast related issues	
<b>Day 4</b>	1.	BLS/ALS TRAINING	
	2.	BMW /BMW practices specific to Department of Radiology/Infection Control Practices	
	3.	NABH/NABL/Quality indicators	

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	4.	Disaster Management including fire safety	
	5.	Emergency codes(Seven)-Code Red, Blue, Grey, Pink, Black, Orange, Green	

### Training Schedule for Radiographer/STA

Day of training	S. No.	Training Topics	Duration
Day 1	1.	CCS Conduct Rules/ leave rules /LTC/Disciplinary Procedure.	
	2.	HIS/Computer training/MSWord/ Excel/e-office	
	3.	Soft skill training and Grievance Handling Procedure	
	4.	Prevention of Sexual Harassment at workplace	
	5.	Data management- data integrity, confidentiality, data security & record maintenance and data analysis.	
	6.	APAR & IPR with Sparrow	
	7.	Yoga and stress management	
Day 2	1.	Inventory management, management of resources and supplies including indent/physical verification	
	2.	Technical Audit Checklist	
	3.	Equipment maintenance/AMC/CMC of equipment and repair of equipment/ condemnation procedure	
	4.	TAT and /Critical Results	
	5.	Emerging Radio-imaging Techniques	
Day 3	1.	GFR and Purchase procedure guidelines, GEM Procurement	
	2.	AERB Training/Legal licenses/ELLORA	
	3.	Radiation protection and its hazards/TLD badges/Radiation surveillance	

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	4.	CT/MRI training	
	5.	Patient safety guidelines	
	6.	SOP of Radiology department	
	7.	PCPNDT	
<b>Day 4</b>	1.	BLS/ALS training	
	2.	BMW/Infection Control Practices	
	3.	NABH/NABL/Quality indicators	
	4.	Disaster Management	
	5.	Emergency codes(Seven)-Code Red, Blue, Grey, Pink, Black, Orange, Green.	

	1.	History taking to include development of expectations for procurement of food, equipment and supplies.	
	2.	Functional Assessment-Through dietary history of individual, job value, anthropometric tables and similar methods.	
	3.	Functional diagnosis and intervention and therapeutic diet especially with regard to special admitted patients for special diseases like HT, diabetes, renal failure.	
	4.	Counseling of individuals and families, diet charts in accordance with therapeutic needs and life style.	
	5.	Planning, controlling and evaluating food services.	
	6.	Standards of safety, sanitation and security, pest control.	
	7.	Fire safety in kitchen.	
<b>Day 5</b>	1.	BLS/ALS	
	2.	BMW/Infection Control Practices	

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