Effective: October 12, 1977
Modified: March 5, 2007
Modified: March 31, 2019

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

RADIATION SAFETYSPECIALIST CLASSIFICATION SERIES

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Adm. Code, for making classification decisions relative to positions at the Department of Health Services related to control of radiation health hazards. Positions allocated to this classification are currently assigned to the Engineering Bargaining Unit per s. 111.825 (1)(f)(8), Wis. Stats. as determined by the Wisconsin Employment Relations Commission.

Classification decisions must be based on the "best fit" of the duties within the existing classification structure. The "best fit" is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definitions of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This series encompasses specialized positions at the Department of Health Services which devote the majority of their time in and are responsible as statewide experts in the recognition, evaluation and engineering related control of radiation health hazards and in radiation safety engineering related consultation. Positions included in this series must meet the Qualifications prescribed under Section III.

C. Exclusions

Excluded from this classification series are the following types of positions:

1. Positions that require a Bachelor of Science degree in engineering or equivalent and require a professional engineer responsibility;

2. Positions that are not located within the Department of Health and Family Services;

3. Positions that do not spend the majority of their time in the radiation health hazard control program; or

4. All other positions which are more appropriately identified by other classification series.

E. Entrance Into and Progression Through This Series

Employees enter this classification series by competition. Progression to the objective level will occur through reclassification, based on the achievement of the required training, education, or experience, and the satisfactory performance of the work.

II. DEFINITIONS

RADIATION SAFETY SPECIALIST

Work is performed under close progressing to limited supervision. Positions at this level receive work assignments which have clearly defined objectives; have specific guidelines and instructions available; may involve complex projects from start to finish; and exercise limited discretion in decision making. The level of involvement in any work assignment is based on an assessment of the employees work by the immediate supervisor.

RADIATION SAFETYSPECIALIST-SENIOR

Work is performed under general supervision. Work involves the provision of expert engineering related consultation and inspection services to users and installers of simple and complex x-ray devices, users of radioactive materials, representatives of various state agencies and university campuses, and the general public for the identification, evaluation, monitoring and engineering control of radiation health hazards.

RADIATION SAFETYSPECIALIST-ADVANCED 1

Work is performed under general supervision. Work involves the provision of the whole range of expert engineering related consultation and inspection services to users and installers of x-ray devices, users of radioactive materials, representatives of various state agencies and university campuses, the general public and other members of the consultation team, for the identification, evaluation, monitoring and engineering control of radiation health hazards.

RADIATION SAFETYSPECIALIST-ADVANCED 2

Work is performed under general supervision. As the statewide expert on radiation health hazards and pertinent engineering controls, perform duties which include the planning, designing, coordinating, and conducting of surveys and inspections of a wide variety of private and public installations to determine compliance with federal and state laws and regulations concerning the safe use, storage, handling, disposal, and monitoring of sources of ionizing and non-ionizing radiation. Select the appropriate supplies, equipment and instruments to conduct surveys and inspections, including those of complex x-ray systems in medical and industrial settings such as CT scanners and angiography units. Test and calibrate equipment and instruments (such as ion chambers, pressurized ion chambers, Geiger counters, meters and detectors) and perform minor repairs when necessary. Operate all types of medical, dental, industrial, veterinary and radiation producing research equipment. Evaluate operator procedures and facility policies. Measure parameters that affect the exposure of patients, operators and the public. Make on-site decisions regarding the compliance with shielding requirements. Cite violations, discuss corrective plans, and make recommendations for engineering controls to eliminate or minimize health hazards. Prepare and submit written reports following state and federal requirements for content and format. Provide expert technical support for a statewide emergency response to incidents involving ionizing radiation as part of the State Radiological Response Team. Function as a leader of a team in emergency response exercises and train others in the proper procedures for environmental sampling and

decontamination methods. Develop and deliver oral presentations on radiation safety and quality assurance to vocational schools, radiation professionals, other interested groups, and the public. Develop, distribute, present, recommend, and participate in the development of new or revised radiation protection rules and regulations.

Work at the objective level requires working independently. Conduct the full range of inspections of all types of medical and industrial x-ray systems, including the most complex, such as high energy accelerators and CT scanners and the facilities in which they are operated. Conduct reviews of radiation shielding plans and blueprints for compliance with state code and radiation safety principles. Provide expert engineering consultation and technical assistance to architects, engineers, medical professionals, contractors and x-ray equipment assemblers regarding radiation shielding requirements. Develop a specialized knowledge of non-ionizing radiation issues including the health effects of power lines, laser sources, including public laser light shows, and microwave sources, and the protective measures required for each, and provide pertinent information to the public, legislators and federal officials.

Perform as a team leader and trainer in emergency response exercises to independently oversee and train others in radiation hazard assessment, in addition to environmental sampling, personal decontamination, and methods of communication.

III. QUALIFICATIONS

Specific qualifications for a position will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification series was created effective October 12, 1997, and announced in Bulletin CC/SC-74 to describe positions which perform radiation engineering specialist work at the Department of Health and Family Services. The creation of this classification series resulted from the Governor's Human Resource Reform Commission recommendation to simplify the classification titles. This action resulted in the abolishment of the Radiation Engineering Specialist classification series (27601 through 27606). This classification was modified on March 5, 2007, and announced in Bulletin OSER-0158-MRS/SC to update the entrance into the objective level and to update the Advanced 2 level.

This classification was modified effective March 31, 2019, and announced in bulletin DPM-0492-CC/SC to update the qualification section and to retitle the classification following the passage of Wisconsin 2017 Act 111 which restricted the use of "engineer" in classified titles.

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