

**Sr PACs Administrator
Tufts University**

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Posted Dec. 6, 2024, set to expire Apr. 20, 2025

Job Title	Sr PACs Administrator
Department	Tufts University School of Dental Medicine
Institution	Tufts University Medford, Massachusetts
Date Posted	Dec. 6, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Information Technology Health Services
Job Website	https://jobs.tufts.edu/jobs/21205?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

Founded in 1852, Tufts University is a prestigious student-centered research university committed to excellence in the creation and application of knowledge with a passion for collaboration, a commitment to accessibility and inclusion, and a drive to innovate.

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Tufts University School of Dental Medicine (TUSDM) offers one of the most forward-looking educational environments in dental medicine in the country. Since its founding in 1868, TUSDM has been committed to leadership in education, patient care, research, and community service. Students obtain an interdisciplinary education, integrated with medicine, with access to training in dental specialties. Clinics managed at TUSDM provide quality comprehensive care to more than 20,000 individuals annually. Nationally and internationally, the school promotes health and educational programs and researches new procedures, materials, and technologies to improve oral health.

What You'll Do

The PACS Administrator will be responsible for the management, implementation, and maintenance of our Picture Archiving and Communication System (PACS). This role requires a strong technical background, excellent problem-solving skills, and a commitment to ensuring the secure and efficient storage and transmission of medical images.

- **System Management:** Install, configure, and maintain PACS software systems to ensure optimal performance and reliability.
- **User Support:** Provide technical support and training to radiologists, technicians, and other medical staff on the use of the PACS system for image interpretation and diagnosis.
- **Data Security:** Implement and enforce security measures to protect patient data and ensure compliance with healthcare regulations such as HIPAA. Ensure compliance with regulatory standards set forth by state and federal agencies as well as accreditation bodies such as The Joint Commission (JTC) or the American College of Radiology (ACR).
- **Troubleshooting:** Identify and resolve technical issues related to PACS systems, including hardware failures, software glitches, and network problems.
- **Training:** Conduct training sessions to educate healthcare personnel on how to use the PACS system effectively and securely.
- **Integration:** Collaborate with other healthcare IT professionals to integrate PACS with electronic medical record (EMR) systems and other clinical applications for seamless data exchange.
- **Performance Optimization:** Monitor system performance and implement optimizations to ensure fast and reliable access to medical images.

What We're Looking For

Basic Requirements:

- Knowledge and experience typically acquired through a Bachelor's degree in Computer Science, Information Technology, Radiologic Technology, Healthcare Administration, or related field and 8+ years of experience managing PACS applications
- Proven experience working with PACS systems in a Dental setting.

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- Strong technical skills, including proficiency with DICOM (Digital Imaging and Communications in Medicine) standards.
- Knowledge of healthcare regulations and data security standards, such as HIPAA.
- Extensive hands-on experience with installing, configuring, and deploying PACS enterprise applications and services
- Vast experience with PACS vendor application administration, complex data integrations, and PACS application support
- Able to diagnose, troubleshoot, and resolve requests and issues in a highly complex environment
- Demonstrated ability to develop relationships with customers and stakeholders across the organization
- Work closely with program directors, project managers and stakeholders to design and develop working solutions that are aligned with design principles, governance, resources, and project plans to achieve successful outcomes
- Strong skills to facilitate, coordinate, communicate (verbally and written), and oversee all aspects of PACS application support and delivery while providing world class customer service
- Certification in PACS administration (e.g., Certified Imaging Informatics Professional - CIIP) is a plus.

Preferred Qualifications:

- Leadership skills with the ability to technically steer projects through all stages of a project and software development life cycle
- Certified as a Radiologic Technician (ARRT) or, Radiology Management (ARM)

Schedule:

- Occasional evening or weekend work, as well as the ability to participate in a 24x7 on call rotation for major incident support activities.
- This job involves responsibilities that are performed in a remote working environment.
- On occasion staff will be required to come to campus so must be within 2 hours driving distance.

Pay Range

Minimum \$94,600.00, Midpoint \$118,250.00, Maximum \$141,900.00

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.



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Contact

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