



Radiology Department Management Course: Imaging Operations, Report Turnaround and Cost per Study



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Introduction:

Radiology department management covering imaging operations, report turnaround and cost per study is a 5-day course for imaging department managers, senior radiographers and radiology operations leads that ends with an Imaging Department Performance Review and Improvement Plan. Imaging services lose capacity when referrals arrive unvetted, scanner slots do not match protocols, unreported studies pile up after hours and nobody knows what a study really costs. Nominees already supervise modality teams, bookings or reporting workflow and work through case studies built on RIS activity, waiting list and cost data. CoreConcept Training Center delivers this radiology department management course.

Course Objectives:

- Plan the modality mix, service hours and operating model of an imaging department from activity, waiting list and referral data
- Apply referral vetting rules based on imaging appropriateness criteria and build appointment templates and priority queues that match scanner capacity
- Map patient flow and RIS and PACS order, worklist and image release steps, and measure report turnaround and backlog by priority and modality
- Arrange teleradiology cover and backlog recovery with defined turnaround, quality review and patient data protection terms
- Oversee radiation protection governance, diagnostic reference level audits, staff dose review and accreditation readiness at departmental level
- Set radiographer rosters, productivity measures and the department budget using cost per study, and assemble an Imaging Department Performance Review and Improvement Plan

Target Audience:

- Imaging department managers responsible for service hours, modality capacity and departmental performance reporting
 - Senior radiographers leading modality teams, duty rosters and daily scanner sessions
 - Radiology operations and booking leads accountable for referral handling, appointment templates and waiting lists
 - Imaging quality and radiation safety coordinators who run audits, dose reviews and accreditation preparation
 - Radiology business and finance partners who prepare imaging budgets, activity plans and cost per study reports
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Course Outline:

Day 1: Radiology Department Management Foundations and Imaging Service Baseline

- Imaging Service Scope Across CT, MRI, Ultrasound and Plain Film
- Modality Mix Planning Against Catchment Demand and Referral Sources
- Radiology Department Operating Model, Reporting Lines and Service Hours
- RIS Examination Log Extraction for Activity and Wait Analysis
- Imaging Baseline Profile of Volumes, Waits and Unreported Studies

Day 2: Demand Management, Referral Appropriateness and Scheduling Models

- Imaging Appropriateness Criteria Applied to Referral Vetting Rules
- Referral Vetting Protocol With Rejection and Redirection Pathways
- Demand and Capacity Modelling per Scanner Session and Slot
- Appointment Template Design With Protocol-Based Slot Lengths
- Inpatient, Emergency and Outpatient Priority Queue Rules

Day 3: Patient Flow, RIS and PACS Workflow and Report Turnaround

- Patient Journey Mapping From Arrival to Image Release
- DICOM Modality Worklist and HL7 Order Flow Checks
- PACS Quality Assurance Workstation and Image Release Controls
- Report Turnaround Measurement by Priority, Modality and Reporter
- Teleradiology Arrangements for After-Hours Reads and Overflow Backlog

Day 4: Radiation Governance, Accreditation Readiness, Staffing and Cost Control

- Radiation Protection Committee With Justification and Optimisation Oversight
- Diagnostic Reference Level Audit and Staff Dose Monitoring Review
- Accreditation Readiness Tracer for Imaging Policies and Records
- Radiographer Rostering and Productivity per Scanner Hour
- Cost per Study Calculation With Service Contracts and Consumables

Day 5: Case Study: Imaging Department Performance Review and Improvement Plan

- Case Department Data Review of Waits, Backlog and Turnaround
 - Backlog Recovery Plan With Extra Sessions and Outsourced Reads
 - Imaging KPI Scorecard With Utilisation, Turnaround and Repeat Rates
 - Department Budget Scenario for Scanner Replacement and Staffing
 - Imaging Department Performance Review and Improvement Plan Completion
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Skills You Will Gain:

- Imaging Capacity Planning
- Referral Vetting Management
- Scanner Slot Template Design
- Report Turnaround Analysis
- Teleradiology Service Oversight
- Radiation Governance Oversight
- Radiographer Workforce Planning
- Imaging Cost Analysis

Why Attend This Course:

- Deliver an Imaging Department Performance Review and Improvement Plan to the head of radiology and the hospital operations director for approval
- Decide which referrals to vet, redirect or book first and how many slots each modality needs in every session
- Avoid growing backlogs, missed turnaround targets and unplanned outsourcing spend by acting on weekly capacity and reporting data
- Share slot templates, vetting rules, turnaround reports and the cost per study model with modality leads and booking teams

Conclusion:

Back at work, the participant gives the head of radiology and the hospital operations director an Imaging Department Performance Review and Improvement Plan that sets vetting rules, slot templates, turnaround targets, teleradiology terms, dose audit duties, rosters and a cost per study baseline. Management uses it to approve extra scanner sessions, outsourcing limits, staffing changes and the next imaging budget, while modality leads track its scorecard in weekly huddles. After the first quarter, the department should review waits, unreported studies, turnaround by priority and actual cost per study against the plan.

Frequently Asked Questions FAQ:

What should participants know before the radiology department management course?

Participants should already supervise a modality team, bookings, reporting workflow or imaging budgets and know how their department records activity in its RIS. Bringing a recent activity extract, waiting list report or turnaround report helps them apply the case work to their own service.

How does radiology department management differ from an imaging AI or a medical equipment maintenance course?

It covers how managers run the whole imaging service: demand, scheduling, patient flow, reporting turnaround, radiation governance, staffing and cost. Imaging AI courses evaluate algorithms, and equipment maintenance courses train biomedical teams; both appear here only where they affect capacity or budget.

Why does report turnaround matter in radiology department management?

Report turnaround decides how quickly clinicians can act on imaging, so delays hold up discharges, treatment and emergency decisions. Measuring it by priority, modality and reporter shows where backlogs build and whether extra sessions, rota changes or teleradiology cover will recover them.

What do participants take back from the radiology department management course?

Participants take back an Imaging Department Performance Review and Improvement Plan with vetting rules, slot templates, a turnaround and utilisation scorecard, a backlog recovery plan, a radiographer roster model and a cost per study budget scenario they can adapt to their own department.
