

JOB DESCRIPTION

Job Title:	Audiologist
Base:	Stoke Mandeville Hospital (cross site working required)
Agenda for Change banding:	5
Hours of Work:	37.5
Details of Special Conditions:	
Managerial Accountability & Professional Accountability	Head of Audiology / Audiology Services Manager & Head of Audiology / Chief Audiologist

MAIN PURPOSE OF THE POST

The post holder will be expected to provide audiological support to ENT clinics. He/he will also be required to fit and maintain NHS hearing aids and participate with all routine duties within the department, to assist in the effective running of the department and work in a professional manner to provide a quality service. The main site will be Stoke Mandeville Hospital but you can expect to cover satellite clinics and the other Trust Hospitals as required hence a valid car licence is desirable.

DBS Disclosure required – Enhanced Level.

RESPONSIBILITIES

1. Undertake all routine aspects of audiometric testing. This will include audiometry (air & bone conduction) tympanometry, acoustic reflex testing and speech audiometry on patients of all ages.
2. Undertake non-routine audiometric testing, with appropriate supervision when required this will include free field audiometry and OAE testing. Training will be given as and when required by a senior member of the team.
3. Perform objective tests of hearing. These will include ABR, OAE or equivalent.
4. Undertake routine and non-routine hearing aid assessment, fitting and verification of hearing aids for Adult, including digital hearing aids and provide on going support.
5. Perform vestibular assessments on adults. This will include water caloric testing, electronystagmography, posturography, Dix hallpike and Epley manoeuvres. Training and support will be given as and when required by a senior member of the team.
6. Take aural impressions on patients of all ages, according to British Society of Audiology recommended procedures.
7. Undertake direct referral hearing aid assessment.
8. Undertake hearing aid validation using Real Ear Measurement systems, and act appropriately on information obtained from insertion gain testing.
9. Participate in community and domiciliary work as required.
10. Participate in training of junior and support staff and maintain up to date knowledge of the field.

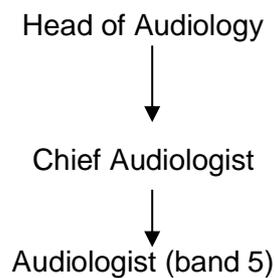
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11. Assist with assessment, fitting and validation and ongoing support of paediatric hearing impaired patients and their families.
12. Liaise with other professionals (including medical and nursing staff, Hearing Therapy, Education staff) of all disciplines to ensure effective multi-agency working.
13. Collation of statistics from the activity within the department and assist with Audit.
14. Involvement with maintenance and calibration of technical equipment.
15. Assist in the maintenance of appropriate stock levels.
16. Assist with clerical duties when required.
17. To be competent in the use of the departmental data base, accurately maintaining patients' records and maintaining professional development in the use of I.T. related to audiological assessments and rehabilitation.
18. Ensure maintenance of personal professional developments and appropriate registration.
19. To comply with policies of Trust and ensure a safe environment is provided in accordance with the health and safety at work act.
20. Any other duties which may be appropriate to ensure the smooth running of the Department. This is not intended to be an exhaustive list of activities, rather an outline of the main responsibilities and will be subject to review and amendment.

ORGANISATION CHART



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ADDITIONAL INFORMATION

Trust Values

 This image cannot currently be displayed.

Health and Safety at Work Act

The post holder is required to take responsible care for the health and safety of him/herself and other persons who may be affected by his/her acts or omissions at work. The post holder is also required to co-operate with Buckinghamshire Healthcare NHS Trust to ensure that statutory and departmental safety regulations are adhered to.

Confidentiality

The post holder has a responsibility to maintain confidentiality and ensure the principles of the Data Protection Act 2018 (DPA) and all applicable laws and regulations relating to Processing of Personal Data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner are applied to patient, staff and Trust business/information.

Equal Opportunities

The Trust welcomes all persons without regard to age, ethnic, or national origin, gender or sexual orientation, religion, lifestyle, presenting illness, marital or parental status or disability. We aim to provide a non-judgemental service at all times.

Managing Risk: Maintaining skills and learning from problems

Reducing risk is everyone's responsibility. All staff in the Trust must attend training identified by their manager, or stated by the Trust to be mandatory. The Trust uses risk assessments to predict and control risk and the incident reporting system to learn from mistakes and near misses and so improve services for patients and staff. All staff are expected to become familiar with these systems and use them. The Trust has designated the prevention and control of infection as a core issue in the organisation's clinical governance, managing risk and patient safety programmes. In consequence, all employees are expected to:

- i) Follow consistently high standards of infection control practice, especially with reference to hand hygiene and aseptic techniques,
- ii) Be aware of all Trust infection control guidelines and procedures relevant to their work.

COVID-19 Vaccinations

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The [Health and Social Care Act 2008 \(Regulated Activities\) \(Amendment\) \(Coronavirus\) Regulations 2021](#) that require all persons working or deployed in any CQC registered activity to be fully vaccinated against COVID-19, are being rescinded from 15 March 2022. If you are successful at interview, you will still be asked your vaccination or medical exemption status, as part of the pre-employment screening process undertaken by Occupational Health, but this will not impact your offer of employment.

Safeguarding of children and vulnerable adults

During your employment with the Trust, you have a responsibility to safeguard children and vulnerable adults. You are required to complete statutory and mandatory training and take appropriate action as set out in the Trust's policies and procedures.

Governance

Post holders will aim to ensure that areas of the trust under their responsibility comply with "Standards for Better Health" Core and Developmental Standards and bring deficiencies to the attention of their Director"

Information Management/ Data Quality

The post holder must ensure that Trust records are documented, secured, stored and disposed of appropriately and in accordance with the Data Protection Act 2018 (DPA) and all applicable laws and regulations relating to Processing of Personal Data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner. In addition, information recorded must be fit for purpose - accurate, relevant, up to date and complete.

Freedom of Information

The post holder must be aware that any information held by the Trust in theory could be requested by the public, including emails and minutes of meetings. It is therefore essential that records are accurately recorded and maintained in accordance with the Trust's policies.

Travel to other sites

You may be required to travel to other Trust locations. Please complete travel expenses using the online system. Details of allowances can be obtained from the Human Resources Department.

Smoking statement

Smoking is not permitted in any premises or grounds managed, leased or owned by the Trust. Smoking is not permitted in Trust vehicles or in any vehicle parked on Trust premises.

General

The duties outlined above are not intended as a restrictive list and may be extended or altered to include other tasks that are commensurate with the grade. Should you have any queries or concerns relating to the contents of this letter, please contact the Recruitment team, Amersham Hospital, Whielden Street, Amersham, Bucks, HP7 0JD.

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