



Together



**LANCASHIRE TEACHING HOSPITAL NHS FOUNDATION TRUST
WORKFORCE DIRECTORATE**

JOB DESCRIPTION

JOB TITLE: Specialist Radiographer

DIRECTORATE: Diagnostics

REPORTS TO: Superintendent/ Lead Radiographer

ACCOUNTABLE TO: Radiography Professional Lead

KEY RELATIONSHIPS: Radiologists and medical Staff
Superintendent and Lead Radiographers
Radiographers
Assistant Practitioners
Imaging Department Assistants
Medical Secretaries
Clerical Officers

DIRECT REPORTS: Band 5 radiographers
Assistant Practitioners
Imaging Department Assistants

LOCATION: Royal Preston Hospital

BAND: 6

NB: The Post holder may be required to work in other departments across the Trust including across Trust sites

DBS (Criminal Record) Check Level required for role:

Please indicate the level of DBS Check required in this role	No DBS Required	Standard	Enhanced without Barred List Checks	Enhanced with Child only Barred List Check	Enhanced with Adult only Barred List Check	Enhanced with Child and Adult Barred List Checks
						Y

KSF Core Dimension Levels for Role

Communication	Personal & People development	Health, Safety & Security	Service Improvement	Quality	Equality & Diversity
3	3	2	2	3	2

Role Summary

The Specialist radiographer is responsible for the planning and allocation of work in the specific area of the department assigned, to ensure the timely delivery of an effective service.

They will monitor and maintain standards of professional practice, supervise more junior staff and deploy staff assuring standards are met. Provide leadership and direction to the team, acting as a role model and patient advocate. Assess, plan and make informed decisions on the required Imaging examinations providing advice and maintaining associated records.

Key Duties and Responsibilities:

The duties and responsibilities listed below should be undertaken in accordance with the levels of competence as defined in the KSF outline for this post. In addition all staff are expected to act in accordance with the values and behaviours of the Trust

Our Values



Being Caring and Compassionate

Being caring and compassionate is at the heart of everything we do, it is about understanding what each person needs and striving to make a positive difference in whatever way we can.



Recognising Individuality

Appreciating differences, making staff and patients feel respected and valued.



Seeking to Involve

Actively gets involved and encourages others to contribute and share their ideas, information, knowledge and skills in order to provide a joined up service.



Building Team Spirit

Working together as one team with shared goals doing what it takes to provide the best possible service.



Taking Personal Responsibility

Individuals are accountable for achieving improvements to obtain the highest standards of care in the most professional way, resulting in a service we can all be proud of.

ROLE DUTIES	MEASURABLE OUTCOMES					
Communicates with a wide range of patients, relatives and other healthcare workers to ensure appropriate dissemination of complex information in a form and manner consistent with their level of understanding.	Utilise empathetic listening and interviewing skills to obtain a detailed patient history to ensure safety is maintained during the procedure. Constructively manage barriers to effective communication e.g. deafness, learning difficulties					
Communicate effectively and professionally with colleagues in a manner consistent with relevant legislation, policies and procedures	Answer the telephone and take messages as appropriate. Keep accurate records of all communications undertaken. Maintain confidentiality at all times.					

Excellent care with compassion

	Facilitate and cascade information to teams.					
Actively try to resolve complaints and issues at a local level	Deal with issues or give clear and concise information about procedures in place. E.g. PALS, comment cards, complaints procedure. Report any issues to the appropriate person.					
Maintain professional development and ensure training is up to date and promote high standards within the department and Trust.	Actively participate in the PDPR process and contribute to any post review as necessary Supervise work undertaken by junior members of staff and promote a positive learning and development environment in the workplace. Maintain a CPD portfolio Complete all training and competencies as required by the Trust and keep records of achievements. Apply learning to future development of practice. Act as a mentor for student radiographers. Acquire certification in IV cannulation.					
Adhere strictly to the Trust and Departmental policies with regard to Health and Safety and deal with related issues.	Actively take action to reduce hospital acquired infections. Maintain hand hygiene and other infection control measures. Comply with COSHH. Adhere to IRR and IRMER ensuring all documentation is up to date. Use correct moving and handling technique and undertake key mover training as required. Safely deal with drugs in accordance with the medicines management policy. Assist with risk assessments and take appropriate action to minimise risk.					

	<p>Report all incidents and near misses in line with Trust policy.</p> <p>Support others to manage risks effectively by identifying risks to the Lead/ Superintendent Radiographer.</p> <p>Undertake training and complete equipment competencies for all equipment used.</p> <p>Report all faults promptly and accordance with Trust procedure.</p>					
<p>Manage daily workload in the allocated area and assist in service improvements.</p>	<p>Identify and evaluate areas for service improvement.</p> <p>Lead audit activities as appropriate.</p> <p>Undertake patient surveys as required.</p> <p>Attend staff meetings and provide positive participation in items for discussion making constructive suggestions to improve workflow and patient and staff experience.</p> <p>Make agreed changes to own work within agreed timescales.</p> <p>Support others to understand the need for and make agreed changes.</p>					
<p>Maintain the highest standard of radiographic practise at all times.</p>	<p>Be aware of and implement current developments in the profession.</p> <p>Organise, prioritise and adjust workload in a manner which promotes equality.</p> <p>Provide an out of hours and on call service including weekends, evenings, nights and bank holidays.</p> <p>Provide additional cover when needed due to sickness and annual leave.</p> <p>Act with honesty and integrity and be a role model presenting a positive image of self and the team.</p> <p>Maintain a high standard of patient care.</p>					

	<p>Foster public confidence through a positive professional image including standards of behaviour and dress. Comply with the uniform policy.</p> <p>Maintain and monitor stock levels to ensure smooth running of the department. Support the aims, vision and values of the Trust at all times.</p> <p>Proficient use of the PACS system and EPR systems ensuring records are accurate and up to date at all times.</p>					
Promote equality and diversity	<p>Treat everyone with dignity and respect recognising the needs of individuals. Act in accordance with current legislation, policy and procedures.</p> <p>Value and respect colleagues and other members of the Trust showing commitment to the team.</p> <p>Take action to address any behaviour that undermines equality and diversity.</p>					
Comply with IRMER and IRR	<p>Comply with regulations and local rules ensuring adequate radiation protection in the department as well as in theatre and on the wards.</p> <p>Report any issues.</p> <p>Justify referrals and collaborate with Lead/ Superintendent Radiographers or radiologists as appropriate.</p> <p>Undertake QA in accordance with IPEM guidelines.</p>					
Ensure safe administration of medication	<p>Actively cannulate and administer contrast agents in line with PGD and protocols. Use power injector as necessary.</p> <p>Monitor the patient for wellbeing and respond appropriately.</p>					

	Check and monitor resuscitation equipment and oxygen supplies.					

Occupational hazards or exposures relevant to this job (please tick)			
Physical			
Patient moving & handling	<input checked="" type="checkbox"/>	Regular DSE work	<input checked="" type="checkbox"/>
Regular equipment / material moving & handling > 10kg	<input checked="" type="checkbox"/>	Climbing ladders and / or working at height	<input type="checkbox"/>
Noise (LEP,d > 80)	<input type="checkbox"/>	Hand Arm Vibration	<input type="checkbox"/>
Hot or cold conditions	<input type="checkbox"/>	Exposure to Ionising Radiations	<input checked="" type="checkbox"/>
Entry into confined spaces	<input type="checkbox"/>	Other potential ergonomic problems	<input checked="" type="checkbox"/>
Driving on Trust business	<input type="checkbox"/>	Vocational driving (C1,D1, LGV, PCV)	<input type="checkbox"/>
Chemical			
Exposure to known respiratory irritants or sensitisers	<input type="checkbox"/>	Exposure to known skin irritants or sensitisers (including latex)	<input checked="" type="checkbox"/>
Exposure to asbestos (non-licenced work)	<input type="checkbox"/>	Exposure to any other chemicals	<input checked="" type="checkbox"/>
Biological			
Exposure-prone procedures	<input checked="" type="checkbox"/>	Laboratory exposure to pathogens	<input type="checkbox"/>
Other			
Night work	<input checked="" type="checkbox"/>	On-call duties/ lone working	<input checked="" type="checkbox"/>

Governance

The post holder will operate at all times to high standards of probity. This will include compliance with:

- Health and safety regulations
- All policies and procedures approved by the Trust
- Trust Standing Financial Instructions
- Working within the Data Protection act 1984, Health & Safety at work Act 1974, Maintain confidentiality at all times, as required by legislation and Trust Policy
- Working to defined policies and procedures, actively implementing the development of the electronic solution
- Work within the limitations of the role
- Professional codes of conduct including the NHS Managers Code of Conduct (where these apply)
- All policies and procedures related to infection prevention and control as relevant to their post
- To raise any concerns as soon as possible, as per whistle blowing policy, relating to any:-
 - Healthcare matters, e.g. suspected negligence, mistreatment or abuse of patients; the quality of care provided
 - Concerns about the professional or clinical practice or competence of staff
 - The treatment of other staff, including suspected harassment, discrimination or victimisation
 - Health, safety and environment issues
 - Suspicion or knowledge of theft, fraud, corruption, bribery allegations or other financial malpractice
 - Employment standards and/or working practices
 - Criminal offences or miscarriages of justice
 - Failure to comply with any other legal obligation
 - Deliberate concealment of any of the above

Information Governance

- To be fully aware of and committed to all Policies, Procedures and Initiatives relating to Information Governance - this will include, but not limited to, Data Quality improvements, Confidentiality and Information Security
- To take personal responsibility for safeguarding and ensuring the quality of information.

Behaviour

The post holder will be expected to:

- Support the aims and vision of the Trust

- Act with honesty and integrity at all times
- Be a positive ambassador for the Trust
- Demonstrate high standards of personal conduct
- set an example and encourage openness and honesty (particularly in reporting incidents and near misses) and will actively foster a culture of learning and improvement
- Value and respect colleagues, other members of staff and patients
- Work with others to develop and improve our services
- Uphold the Trust's commitment to equality and diversity
- Take personal responsibility for their words, deed and actions and the quality of the service they deliver

Job Review

This job description will be reviewed periodically to take into account changes and developments in service requirements. Any changes will be discussed fully with the post holder.

Signature of Post Holder:

Date:

Signature of Manager:

Date:

LANCASHIRE TEACHING HOSPITAL NHS FOUNDATION TRUST

PERSON SPECIFICATION

POST: Specialist Radiographer

Band: 6

DIRECTORATE / DIVISION: Diagnostics and Clinical Support

ATTRIBUTE	ESSENTIAL	DESIRABLE	HOW ASSESSED
Qualifications & Education	<ul style="list-style-type: none"> • DCR/BSc • HPC registered • 12 Months post qualification experience 	<ul style="list-style-type: none"> • 24 months experience • Experience in leadership roles 	<ul style="list-style-type: none"> • Application form • Interview • Assessment • HCPC certificate
Knowledge & Experience	<ul style="list-style-type: none"> • Experience in a wide range of general radiographic procedures and CT scans. • Recent evidence of CPD • Demonstrates the ability to produce a high standard of work. • Involvement with QA. • Use of PACS • Evidence of willingness to expand clinical role. • Evidence of a commitment to reflecting on and learning from previous practice. • Awareness of changes within Imaging practice. • Knowledge of Clinical Governance and the relevance to practice. • Experience of audit. • Knowledge of relevant policies and procedures 	<ul style="list-style-type: none"> • Ability to undertake IV cannulation with competency documentation • Experience as coordinator or lead within x-ray department 	<ul style="list-style-type: none"> • Application form • Interview • Clinical skills assessment
Skills & Abilities	<ul style="list-style-type: none"> • Ability to prioritise and plan the allocation of work. • Effective communication skills. • Self-motivated and able to motivate others. • Consistent and reliable. 	<ul style="list-style-type: none"> • Research and development 	<ul style="list-style-type: none"> • Application form • Interview • Assessment • Portfolio of evidence

	<ul style="list-style-type: none"> • Able to participate in possible on-call/out of hours work. • Able to step in at short notice to cover for sickness, etc. • Able to obtain and evaluate information to aid decision making. • Able to lead and work closely with team members. • Commitment to CPD of self and others • Ability to use IT systems relevant to work role. • Good time management skills • Experience of student mentorship and staff supervision. 		
<p>Values & Behaviours</p>	<ul style="list-style-type: none"> • Professional attitude and approach. • Enthusiastic • Conscientious. • Punctual. • Approachable. • Confident. • Adaptable to change • Committed to achieving high standards. • Ability to deal with difficult and sensitive situations with tact, diplomacy and professionalism. • Ability to work shift. patterns/flexible hours. • Ability to undertake on call duties 		<ul style="list-style-type: none"> • Application Form. • Interview.