

“Creating a great place to be cared for and a great place to work”



**University Hospitals of
Morecambe Bay**
NHS Foundation Trust

JOB DESCRIPTION

Job Title:	Radiographer
Department/Ward:	Radiology
Band:	6
Care Group:	Core Clinical Services
Responsible to:	Head of Department
Accountable to:	Radiology Clinical Lead
JOB SUMMARY:	To perform CT/MR scanning To provide a high quality service to patients attending the Diagnostic Imaging Department of Morecambe Bay Hospitals Trust To produce images of the highest possible quality to aid diagnosis To assist with the day to day organisation of the department taking responsibility for a specific area /room. To be actively involved in the practical training and mentoring of Radiography students and to supervise and assist in the training of newly qualified or inexperienced radiographers. To participate in the out of hours service for x-ray and CT/MR scanning To undertake x-ray and specialist x-ray procedures if required

KEY WORKING RELATIONSHIPS:

Responsibilities

To be an autonomous practitioner or work as part of a team, which ever is appropriate for the circumstance.

To carry out Radiographic procedures within the Diagnostic Imaging Department and Trust in accordance with established protocols.

To perform Radiographic examinations of patients referred from outpatients, inpatients, GP's theatre and the Emergency Department and any other recognised referrer.

To participate and assist in setting and reviewing standards of images and radiographic practices

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Clinical

To be professionally and legally accountable for all aspects of their professional and clinical work.

To assess the physical, mental emotional or spiritual needs of the patient, and adjust technique accordingly.

To ensure patients understand what examination they are having and gain valid informed consent.

This must include patients who have difficulties in understanding or communicating (deaf, blind, mental or physical impairment etc). This may involve a range of verbal and non-verbal communication methods.

Must be able to adapt protocols, procedures and techniques according to the patient's clinical condition.

To carry out intravenous injection of contrast media as required

To input data accurately into the Radiology Information System

To ensure the information held on the hospital Information system is correct and amend as required.

Ensure all examinations and work practices are carried out in a professional and appropriate manner in keeping with:

- Ionising Radiation (Medical Exposure) Regulations 2017 (IR(ME)R 2017)
- Ionising Radiation Regulation 2017 (IRR17)
- Local Rules
- As Low As Reasonably Practical Principle (ALARP)
- Trust Policy
- Data protection Act

To provide a written comment on the appearances seen on an x-ray, as an aid to the requesting Emergency Department doctor - not to be responsible for diagnosis.

To assist in the development, documentation and monitoring of protocols for working practices within the department and associated areas

To carryout specialist x-ray/CT /MR procedures. This may involve in house training to meet the needs of the individual and the service in a specific area.

Assist patients their carers and other health care professionals with queries and problems with regard
V 03-01-2024 Band 2-7

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their care or their procedures.

Professional

To assess the validity of requests and to discuss unjustifiable with the referring clinician.

To provide advice on radiographic techniques to newly qualified radiographers

To maintain up to date HCPC registration and be responsible for maintaining own competency to practice through CPD activities, and maintain a portfolio which reflects personal development.

To maintain high standards of clinical work by keeping abreast of developments in techniques and technology.

To participate in the staff appraisal scheme as an appraiser and be responsible for complying with your agreed personal development programs to meet and set competencies

To ensure that all annual mandatory training is completed (e.g. fire, basic life support, manual handling)

To participate in departmental audit and understand the benefits.

Organisational

To be responsible for organising and prioritising their own workload, readjusting plans as situations change/arise

To ensure the working environment is kept clean and tidy.

To ensure the best use of departmental resources at all times.

To lead a small team.

To assist with the daily organisation of the department.

Deploy staff as required to manage the workload in order to meet the needs of the service and the patient.

Utilise all equipment associated with the Department of Radiology in a safe and appropriate manner to maximise effect

Report and record faults in line with Departmental policy

To be responsible and participate in the departmental quality assurance program and interpret results

Report all potential, actual faults and hazards to the line manager in accordance with Trust Policy

To ensure that all incidents, near misses, accidents and other undue occurrences are reported to the line manager in accordance with Trust policies

V 03-01-2024 Band 2-7

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To be actively involved in Risk assessment within the department.

To be responsible for health and safety matters that affect themselves, patients, professionals and non-professional authorised staff within the Diagnostic imaging department

To be involved in the induction of new staff.

Contributes to team discussion when required, expressing own thoughts on the service clearly and objectively.

Assist senior staff in organising daily work rotas, ensuring sufficient staff in each clinical area.

Effort

Physical Effort:

To move, transfer and position patients, in adherence to the Trust's manual handling

Mental Effort:

Staff must concentrate during each examination to ensure the correct images are obtained and the correct information is on each radiograph/ scan.

Staff must be sensitive to patients and carers needs being aware of their level of anxiety and aggression caused by their medical condition

To often work with patients with terminal illness or life threatening traumatic injuries.

Emotional Effort:

Staff will be required to work with no supervision in the clinical environment.

A Radiologist's opinion may be sought.

Radiographer will be required to provide clinical supervision of all students or health care professionals on placement

Staff may be asked their opinion from other health care professionals especially out of hours

Staff may be required to carryout forensic examinations either in the department or the mortuary

This job description is not exhaustive and will be reviewed and amended, with the post holder, when necessary.

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TERMS AND CONDITIONS

This post will be subject to the terms and conditions of the University Hospitals of Morecambe Bay NHS Foundation Trust.

CONFIDENTIALITY

Information relating to patients, employees and business of the Trust must be treated in strictest confidence. Under no circumstances should such information be discussed with any unauthorised person(s) or organisations. All staff must operate within the requirements of the Freedom of Speech policy.

SAFEGUARDING & PROTECTING CHILDREN

Everyone shares responsibility for safeguarding and promoting the welfare of children and young people, irrespective of individual roles. As an employee of the trust you will need to be aware of your responsibility in relation to safeguarding and protecting children. You will need to be aware of trust/local LSCB procedures and know how to contact named professionals, within the safeguarding team for advice and support.

ENVIRONMENTAL SUSTAINABILITY – NET ZERO CARBON

University Hospitals of Morecambe Bay NHS Foundation Trust are committed to sustainable development, social value and achieving the NHS Net Zero Carbon reduction targets. All employees must play their part and adhere to the principals in the Green Plan, this will ensure our services are efficient, sustainable and carbon emissions are reduced. As an employee you will be expected to conserve energy / water, minimise wastage in all formats, actively promote biodiversity and use sustainable transport whenever possible.

- **Energy:** Switch off non-essential electrical equipment and lighting when not in use. Report heating issues such as when buildings are too hot or too cold to the Estates Team.
- **Water:** Do not leave taps running and report all drips, leaks, and condensation issues to the Estates Team.
- **Waste:** Follow the Trust waste policy – Reduce – Reuse – Recycle. Do not over order equipment or medicines. Healthcare waste must be disposed of in line with the Trust’s Waste Management policy.
- **Biodiversity:** Enhancing biodiversity has a wealth of positive outcomes for our colleagues, services users and the environment. Think of your site, can an area be improved to have a quality green space, specific planting for habitat improvement or the installation of a couple of bird boxes? Contact the Estates Team for further details.
- **Transport & Travel:** Where possible lift share, cycle, walk or use public transport.

HEALTH AND SAFETY

The Health and Safety at Work Act stipulates that it is the responsibility of each employee to observe all rules governing safety and conduct and as such safety equipment and Personal Protective Equipment provided must be used.

INFECTION CONTROL

The Trust is committed to protecting the health of all staff, patients and visitors to the Trust. As such all staff is personally responsible for compliance with all Trust and department infection prevention and control policies. Failure to comply with such policies and associated procedures is likely to lead to disciplinary action and may result in dismissal.

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MANUAL HANDLING

The post holder will be provided with adequate training in correct lifting techniques by a recognised lifting instructor.

NO SMOKING POLICY

A No Smoking Policy operates across all Trust sites.

QUALITY OF SERVICE

The trust is committed in its use of available resources to obtaining the best possible service for patients and staff. The Post holder must share this objective and seek to maintain and improve the quality of service provided.

EQUAL OPPORTUNITIES

The Trust is pledged to equal opportunities for all and is committed to ensure that no job applicant or employee receives less favourable treatment on the grounds of gender, marital status, age, race, colour, sexual orientation, creed, nationality, ethnic or national origin or disability. We promote flexible working opportunities wherever possible to enable staff to balance their work with their private lives.

TRAINING AND DEVELOPMENT

Maintain your professional standards in respect of education and training and ensure that you are aware of your specific area specialty training and needs analysis.