

JOB DESCRIPTION

JOB TITLE:	BMS Specialist Practitioner in Blood Sciences
BAND:	Band 6
DEPARTMENT:	Blood Sciences
RESPONSIBLE TO:	Site Lead BMS

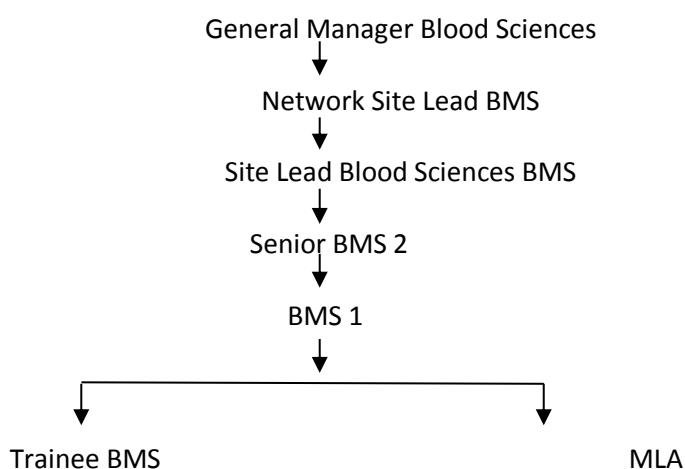
DIMENSIONS OF JOB:

They will liaise closely with the line manager in providing a high quality technical service that builds on the standards defined by the United Kingdom Accreditation Service and ISO 15189:2012. They will be expected to develop and maintain close working relationships with all grades of staff both technical and medical to ensure the effective delivery of the technical service.

Manages: No direct line management but may direct colleagues and support staff to ensure efficient working or to deputise for Specialist BMS as required.

Budgetary: No direct budgetary responsibilities but personal responsibility to ensure best use of own time and non-pay resources in order to deliver an efficient and effective service.

ORGANISATIONAL CHART



PURPOSE OF JOB:

To ensure personal competency in all areas of Blood Sciences. To work towards being specialised in an area of Blood Sciences, so as to meet the knowledge and the competency level of a Specialist Practitioner, via a recognised portfolio route or equivalent experience.

To use highly specialist knowledge, interpretive skills, complex analysers and I.T. in order to deliver Blood sciences Service to our users.

To recommend and perform tests in the specialised areas of Blood Sciences (Biochemistry, Haematology and Blood Transfusion).

To perform the initial screening and further investigation of specialist diagnostic tests producing complex quality diagnostic results in order to aid patient treatment and care.

To authorise reports as directed by department procedures and guidelines.

To train other staff as required and directed.

To work in such a way so as to ensure the most effective use of non-pay resources in order to contribute to the efficiency of the departmental budgets and maintain the competitive advantage of the departments service.

KEY TASKS & RESPONSIBILITIES:

1. Financial & Management

- a) To make best use of consumables and reagents in an efficient manner.
- b) To highlight to senior staff where improvements may be made that will decrease our costs and/or improve service delivery.
- c) To co-operate with colleagues to ensure good use of time and effort in delivering the service.
- d) To direct support workers to ensure good time management.

2. Personnel & Training

- a) To be involved in the robust and effective CPD / appraisal processes across BSPS.
- b) To train, supervise and aid in the development of other BMS grades, trainee BMS and support workers, and direct their duties as requested by senior staff.
- c) To participate in job experience and recruiting schemes by representing the Trust, Department and Profession at and within these events.
- d) To support and mentor junior staff as of a culture of CPD and staff development.
- e) To attend departmental meetings and to positively contribute to departmental communication and development.
- f) To attend external meetings and courses and to represent the department at those meetings as appropriate.
- g) Using own knowledge to contribute to the training requirements of Blood sciences both by mentoring and demonstrating to other staff.
- h) To maintain and develop personal skills and abilities through continuing professional development.
- i) To communicate relevant new scientific developments to all staff of the department.

3. Service Delivery and Quality

- a) To work as part of a team producing accurate diagnostic results.
- b) To work across all areas of the specialism as required.
- c) To perform tasks as directed within any given role/section, cooperating with other staff in the section to ensure quality service delivery for the patient.
- d) To enter onto laboratory computer systems own and others test result data by either electronic transfer or manually.
- e) To enter patient ID and request profiles according to sample reception protocols and procedures, as directed by senior staff or as part of a rotation within the department itself.
- f) To follow Standard Operating Procedures and to be proactive in the development of the same, by suggesting improvements and piloting the revised SOPs.
- g) Using judgement, general and specialist knowledge and departmental procedures and protocols to request initial screening tests and/or reflex tests dependent upon clinical details or screening test results.
- h) Using judgement, specialist knowledge and departmental guidelines to authorise diagnostic results and report them as per departmental protocols. To refer to more senior Scientific/ Medical staff as required. This data may be produced by others in the department.
- i) To facilitate enquiries from clinicians / departments to the department. To facilitate general enquires where ever possible.
- j) To offer specialist advice / information to other healthcare workers working within HCPC professional guidelines.
- k) To deputise for the Senior BMS in their absence, as directed.
- l) To fully participate in all aspects of the service including both the routine, non- core and shift service, as appropriate.
- m) To co-operate with other pathology staff to ensure the effective provision of the service.
- n) To ensure that results and reports are produced in a timely manner particularly where these results will have an immediate impact on patient care such as an OPD clinic or A&E, thus contributing to meeting both departmental and Trust turnaround times.
- o) To ensure abnormal results are communicated to the relevant clinician / department as per professional and departmental guidelines.
- p) To participate in audit and clinical trials as required by senior staff.
- q) To use reagent and other stocks efficiently, informing line manager when stock issues arise and to directly contact suppliers as directed by senior staff.
- r) To maintain and calibrate all equipment, for own and others use, to departmental guidelines and to alert line manager when problems occur.
- s) To perform simple problem solving / troubleshooting, within expected competency level, on equipment in order to resolve problems/ breakdowns.
- t) To attain skills in accuracy and precision (e.g. pipetting) and to use them in order to produce high quality results.

- u) To participate in Departmental internal and external Quality Assurance schemes following protocols where problems occur and communicating the same to more senior staff where required.
- v) To manipulate stock and equipment ensuring compliance with manual handling techniques.
- w) To work in pressurised situations both environmental and time limited.

4. Health & Safety and Risk

- a) To comply with the Trusts' Health and Safety, Security, Risk and COSHH policies.
- b) You have a personal responsibility to ensure you are conversant with and comply with all Health and Safety policies and procedures in place within the Pathology Department.
- c) To comply with the Trusts' patient confidentiality and data protection policies.

5. General

- a) Such other reasonable duties as may be required by the General Manager.
- b) To work across all BPS sites as required. During the transition the duration of this may vary.
- c) The Trusts operate a No Smoking Policy. Staff smoking is not permitted on Trust premises.

This job description is an indication of the type and range of tasks that are expected of the postholder, and other duties may be required, in line with the role and the banding. It will be reviewed and amended from time to time in consultation with the postholder to take account of changing organisational need.

This job description should be read in conjunction with the supervisory JD Addendum – available at: <http://www.frimleyhealth.nhs.uk/wp-content/uploads/2014/10/Job-Description-Addendum-supervisory1.doc>

PERSON SPECIFICATION

DEPARTMENT	JOB TITLE	BAND
Blood Sciences	BMS Specialist Practitioner - Blood Sciences	6

CRITERIA RELEVANT TO THE ROLE	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> • BSc Hons degree . • IBMS Specialist Portfolio or relative experience • IBMS Certificate of Competence (Registration Portfolio) (Band 5) • HCPC Registration. 	<ul style="list-style-type: none"> • BSc Hons IBMS accredited degree • IBMS Specialist Diploma or IBMS Diploma in Biomedical Science • ECDL • IBMS member at member level (Associate for Band 5)
SPECIFIC COMPETENCIES FOR ROLE e.g communication, problem solving, leadership	<ul style="list-style-type: none"> • Communication skills in all media including e-mail, phone • Willing to undergo relevant training to ensure sound relevant knowledge • Ability to use in-house IT systems • Competent in use of main Microsoft software applications • Educational qualification in mathematics • Ability to perform scientific calculations & data analysis • Good judgement, specialist understanding analytical, critical, perceptive, eye for detail • Evidence of proven commitment to continued personal and professional development • Enthusiasm for job and profession • Ability to undertake specialist role • Able to understand department directive • Confidence within parameters of role • Attention to detail • Ability to work as part of a team • Ability to ensure good laboratory practice 	<ul style="list-style-type: none"> • Ability to facilitate section meetings • Ability to produce documents such as departmental reports if required • Ability to perform statistical analysis of data & interpretation • Able to deal with trouble shooting in all laboratory areas • Specific career plan and educational aspirations
PROFESSIONAL/	<ul style="list-style-type: none"> • Ability to formulate, perform and 	<ul style="list-style-type: none"> • Mentoring skills

SPECIALIST/ FUNCTIONAL EXPERIENCE	<p>evaluate staff training and competence.</p> <ul style="list-style-type: none"> • Experience of working in a relevant laboratory. • Able to follow SOP. • Evidence of maintenance of practical skills. • Awareness of Pathology H&S procedures. • Complies with local H&S procedures. • Ability to organise own work to fit with departmental or section rotas. • Ability to work to departmental or section deadlines. • Understanding of robust quality management system, internal & external. • Understanding of relationship between laboratory investigations and clinical practice. • Awareness of clinical significance of laboratory findings and implications for patients. • Ability to extrapolate from basic information to advise on additional investigations to perform. • Ability to provide technical and scientific advice for own discipline. 	<ul style="list-style-type: none"> • Understanding of audit process. • Understanding of relevant accreditation or regulatory standards. • Ability to review anomalous / unexpected findings and take further appropriate action.
VALUES AND BEHAVIOURS	<p>We will expect your values and behaviours to mirror those of the Trust, available at: https://www.fhft.nhs.uk/about-us/our-values/</p>	<div>Committed To Excellence Working Together Facing The Future</div>
SPECIAL REQUIREMENTS	<ul style="list-style-type: none"> • Ability to travel across other sites for training, meetings and covering duties 	