

Job Description Trainee Assistant Practitioner

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<ul style="list-style-type: none">• Job Details	
<ul style="list-style-type: none">• Job Holder	
<ul style="list-style-type: none">• Job Title	Trainee Assistant Practitioner - Radiographer
<ul style="list-style-type: none">• Grade	
<ul style="list-style-type: none">• Unit	Diagnostic Imaging
<ul style="list-style-type: none">• Location	Based at _____ but will be required to work in any of the hospitals in the _____

2 Job Purpose

The post exists to provide training to become an Assistant Practitioner, to undertake x-ray imaging of a limited scope and range of examinations.

The role of the Assistant Practitioner will be to provide x-ray examination service to a closely specified client group working under the supervision of a registered practitioner.

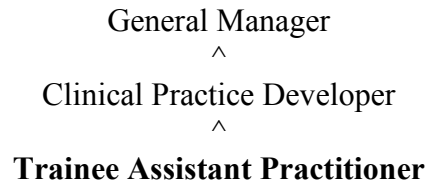
Other duties include providing a wide range of clinical, technical and administrative support with the Department of Diagnostic Imaging.

The Assistant Practitioner will also provide this service within the collection of district hospital departments.

3 Dimensions

4 Organisation Chart

The Assistant Practitioner will work under supervision of a registered practitioner.



5 Knowledge Skills and Experience Required

Qualification

- Evidence of basic literacy and numeracy – GCSE or equivalent in English language and Mathematics.
- Evidence of some knowledge of a science – GCSE or equivalent.
- 40 cat points, NVQ Level 3, A Level pass, or equivalent.

Knowledge

- Experience and knowledge of the workings of an imaging department
- Experience of working in a healthcare environment
- Full Driving Licence

Keys Skills

- Team working
- Communication skills
- Time management
- Problem solving skills
- Analytical skills
- Critical appraisal
- Data analysis
- Good level of general fitness

6 Key Results Area

6.1 Service Delivery

- Carry out the role in any of the imaging departments within hospitals in West Gloucestershire.
- To perform all necessary processing functions to ensure the output of good quality images for each patient.
- Support the multidisciplinary team who are carrying out patients' diagnostic investigations.
- Carry out routine patient care duties according to protocols. This will include

the positioning of patients for diagnostic examinations. Respond to changing patient signs and if necessary instigate emergency procedures according to protocols and training.

- Take part in the extended service provision (24/7).

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6.2 Organisation and administration

- Performing all administrative and clerical tasks within the diagnostic imaging department, including patient reception and data entry onto the Radiology Information System.
- Work alongside senior staff assisting them in the efficient control of workflow patterns within the department.

6.3 Quality and Safety

- Perform quality control measurements and understand results bringing any discrepancies to the attention of the appropriate senior member of staff.
- Assist radiographic staff in the safe transfer of patients using approved techniques, from chairs and stretchers and this may involve the use of a hoist or other manual handling aids.
- To take all reasonable precautions to maintain the security of all persons within the hospital, of all equipment and the hospital buildings
- To maintain the working environment to the required standards in a clean and operational state – reporting any shortfall to the appropriate manager
- Ensure both imaging identification and patient documentation is accurate and that computer progression is timely.
- Ensure that the patient's care and comfort are maintained to the highest possible professional standards at all times.
- Comply with all Trust policies and legislation including Ionising Radiation (IRR99) and Ionising Radiation Medical Exposure Regulations (IRMER 2000), Control of substances hazardous to Health (COSHH), Health and Safety at Work Act.

6.4 Human Resources

Not applicable

6.5 Education and Continual Professional Development

- Enrol on an assistant practitioner's course, chosen by department.
- Enrol to undertake the NVQ level 3 in Diagnostic and Therapeutic Support.
- Must have a professional manner and attitude, neatness of appearance and be punctual and competent, thereby upholding the reputation of the department and the hospital.
- Attend all designated Assistant Practitioner training sessions.
- Attend all study and training sessions deemed appropriate by the Clinical Practice Developer and Clinical Tutor.
- Compile and complete an NVQ portfolio in a neat and timely manner.
- Attend all NVQ and course related meetings.
- Deliver all course material on time and completed in accordance with course requirements.

- Complete training to be able to perform radiographic examinations of upper & lower limb, chest, abdomen, spine and assisting with complex diagnostic imaging department procedures.
- Performing the radiographic examinations within the imaging departments to agreed standards and protocols.

7. Communications and Working Relationships

External

Patients

Other Trust Staff / hospitals

Equipment engineers

Internal

Departmental staff of all grades

Ward and other clinical hospital staff

Medical Physics staff

8. Most Challenging part of your job

9. Job description

Agreement

Job holder's Signature

Date

Senior Officer / Head of
Department, Signature

Date

Title: