

GLOUCESTERSHIRE HOSPITALS NHS TRUST

'HAY PLUS' JOB DESCRIPTION

1. JOB DETAILS

Job Title: Assistant Practitioner Radiography

Department/Area: Diagnostic Imaging/ Radiology

Location:

2. JOB PURPOSE

The post-holder is responsible for providing an imaging service in areas where the examination and patient range is limited, thereby freeing more qualified staff to perform and develop extended roles

3. DIMENSIONS

Impact upon pay and non-pay budgets:

- The post-holder will be responsible for the safe and efficient use of expensive and complex technical equipment

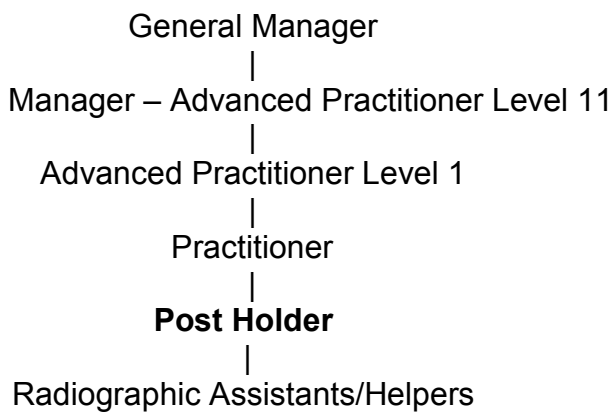
Staff numbers and grades who report through post holder:

- May be required to supervise student radiographers and trainee assistant practitioners.

Workload commitment:

- Not applicable

4. ORGANISATION CHART



5. KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

- Assistant Practitioner Certificate
- NVQ 3 Care/Diagnostic and Therapeutic Support
- Good communicator
- Have evidence of appropriate ongoing work-related development (maintained portfolio)
- Annual attendance in the Directorates mandatory training programme
- Able to organise own workload
- Good team working skills
- Well motivated and with enthusiasm to develop skills
- Able to demonstrate a level of analytical and problem solving skills, selecting appropriate action.
- Basic knowledge of IT skills e.g. ECDL Start
- Physical skills required
 - Dexterity, co-ordination & sensory skills required for precise positioning of patients with narrow margins for error.

6. KEY RESULT AREAS

6.1 Service Delivery

- Able to conduct, under the supervision of a practitioner radiographer or more senior staff, a specified range of uncomplicated general radiographic examinations upon a pre-defined range of patient types.
- Work to set standards & protocols, functioning in accordance with best practice and in a manner that meets professional, departmental and legal standards and requirements.
- Will function as an “operator” as defined by IRMER regulations
- Produce images of sufficient quality for the diagnostic and treatment process in accordance with professional, technical and legal standards
- Assist in more complex radiological examinations under the supervision of senior staff.
- Take part in the provision of a 24-hour radiographic service.

6.2 Organisation and administration

- Work alongside senior staff to assist in the efficient control of workflow patterns within the department.
- Perform all administrative tasks required, including patient reception & data entry onto Radiology Information System.

6.3 Quality and Safety

- Ensure safe working practises and a safe working environment.
- Be familiar with and apply current radiation safety policies (IRMER) Health and Safety policies, COSHH regulations and manual handling policies.
- Contribute to safe working practices, recognise issues and report faults to senior staff.
- Be competent in the use of radiographic imaging equipment and peripherals, reporting any deficiencies or issues arising to assist in the maintenance of the Departmental QA.
- Assess and maintain imaging quality, performing all necessary processing functions to achieve good quality images.
- Ensure both imaging identification and patient documentation is accurate and that computer progression is timely.
- Participate in departmental quality projects.

6.4 Human Resources

- May be required to supervise radiographic assistant/helpers, student radiographers and other trainees.

6.5 Education and Continual Professional Development

- Maintain competency, learning new techniques and technology as required and maintaining a record of development (portfolio).
- Identify training needs of self and contribute to the departmental education programme.
- Share knowledge & experience with other assistant practitioners, student radiographers and other trainees.

7. COMMUNICATIONS AND WORKING RELATIONSHIPS

- Must have good interpersonal skills as they will have contact and working relationships with patients/public, a wide variety of staff, including all radiology personnel, medical staff, nurses, healthcare professionals, support staff, and visiting equipment engineers.
- Effective skills required to communicate with, persuade, reassure and gain co-operation of patients & relatives in circumstances where they may be worried, distressed or confused. Difficulties in communication may be experienced due to language barriers, age or infirmity. Adequate patient co-operation is essential in order to obtain diagnostic images.

8. MOST CHALLENGING PART OF THE JOB

Keeping abreast of current developments and skills, recognition of normal/abnormal features on radiographic images, developing the role, radiographic image analysis, and achieving a balance between the technical demands of post and care of patients.

9. PHYSICAL EFFORT AND WORKING CONDITIONS

- Frequent use of VDU equipment on most days, less than 50% of a shift.
- Regular exposure to distressing or emotional situations, weekly, e.g. caring for the terminally ill and occasional exposure (few times per year) to highly distressing situations e.g. cardiac arrest.
- Frequent exposure to bodily fluids e.g. blood, urine etc, infection risks and occasional exposure to fleas/lice or intoxicated, aggressive or abusive patients and relatives
- The post-holder is required to position & manoeuvre patients and equipment on a daily basis. In any booked or ad hoc list patients may be ambulant; wheel chair bound; or on a stretcher or bed. Transfer to a couch may be necessary. Movement of wheelchairs/stretchers/beds over short distances required (few metres).

JOB DESCRIPTION AGREEMENT

Job Holder's Signature:

Date:

Manager/Head of Department:
Signature:

Date:

Title