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| **1. JOB IDENTIFICATION** | Job Title | **Fixed-term (3 year) trainee Clinical Biochemist (STP) AfC Band 6** | |
| Department(s)/Location | **NHS Greater Glasgow & Clyde (GRI/QEUH)** | |
| Number of Job Holders | **1** | |
| 1. **JOB PURPOSE**  * To train to enable registration with HCPC as a Clinical Scientist in the modality of Clinical Biochemistry. * Working under the guidance of the Head of Department and Regional Tutor to carry out increasingly advanced clinical, technical and scientific activities, achieving the skills to provide a highly specialised advisory service to clinicians in primary and secondary care. * To undertake formal training, following an approved training programme, in order to achieve registration with the Health & Care Professions Council (HCPC) as a Clinical Scientist. * To undertake research, development and audit activities (clinical and quality management). * The post-holder will be expected to work on a rotational basis in all sections of the laboratory and may be required to undertake secondments to other departments outside the trust for additional experience (e.g. in specialised areas). * To contribute to the effective development and organisation of testing within the host department. * To participate in the interpretation of test results and also provision of advice on appropriate testing. | | | |
| 1. **ORGANISATIONAL POSITION**  * The posts are supernumerary and will be supervised within the base location by the designated supervisor who will be responsible for their training and welfare locally. There will be an annual review of competency progression (ARCP) undertaken by the training scheme co-ordinator, the Regional Tutor and an external assessor in the presence of the trainees supervisor. * The trainees will be subject to all local policies and procedures of the training laboratory and those applying to them as employees of NHS Greater Glasgow and Clyde.   In 2025, there will be one NES-funded STP to be based in NHSGGC:  Supervisor: Susan Johnston, Consultant Clinical Scientist  Primary Base: Glasgow Royal Infirmary  Contact Details: Mrs Susan Johnston  Department of Clinical Biochemistry  Macewen Building  Glasgow Royal Infirmary  GLASGOW G4 0SF  Telephone: 0141 242 9537  Email: susan.johnston10@nhs.scot  Supervisor: Jane McNeilly, Consultant Clinical Scientist  Primary Base: Queen Elizabeth University Hospital  Contact Details: Dr Jane McNeilly  Department of Clinical Biochemistry  Laboratory & FM Building  Queen Elizabeth University Hospital  GLASGOW G51 4TF  Telephone: 0141 354 9047  Email: jane.mcneilly@nhs.scot  Trainees may be required to attend other locations in Scotland to enable more specialist training in some topics (e.g. paediatric biochemistry). | | | |
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| 1. **MAIN DUTIES/RESPONSIBILITIES**   **Training**   * To complete formal academic and 'on the job' supervised training to Masters level (and professional body requirements for HCPC registration). * To participate in the interpretation and validation of the test results of the Department in order to achieve independent practitioner status. * To undertake research and development and audit projects as determined by the Head of Department or training supervisor and present the findings at formal meetings to fellow scientists and other healthcare professionals. The academic component of training, as well as HCPC registration, may require presenting a formal thesis or portfolio of work.   **General**   * To process samples submitted to the department in accordance with standard policies and protocols. To comment on and develop new proposals and protocols. * To interpret and act upon results in accordance with the requirements of the department. * To participate in risk management of the department including reporting of adverse incidents and conducting preliminary investigations and proposing action. * To organise and prioritise own work. * To acquire and maintain a high level of professional competence in the performance of all tests and investigations carried out. * To use reagents, consumables and equipment safely and in accordance with Health and Safety policies. * To be responsible for the maintenance and safe use of any laboratory equipment being used by self and other members of the team including recording maintenance procedures performed and any corrective actions undertaken. * Supervise and mentor support staff, students and new appointees as appropriate. Train others in specialised techniques and participate in departmental seminars spreading knowledge acquired through study or research. | | | |
| 1. **COMMUNICATION AND RELATIONSHIPS**  * Communicate with doctors, laboratory and scientific staff from within and outside the base hospital Health Board and industry partners. * Prepare and present regular reports on the progress of training and any associated research project to the project supervisors and members of the project team both verbally (using audio-visual aids such as PowerPoint) and in writing. | | | |
| 1. **KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE**   **JOB**   * BSc Honours Degree (1st or upper-second class in an appropriate pure or applied science in which biochemistry **must** be the major component). * Acquiring specialist knowledge across a wide range of procedures and a sound understanding of professional, clinical and scientific principles through formal teaching and professional supervision to Masters or post graduate diploma level or equivalent. * Good IT skills and knowledge of common computing packages for word processing, spreadsheets, presentation packages and databases. * Knowledge of NHS Policies and Procedures, NHS priorities, Clinical Governance, NHS finance and management structures acquired through formal teaching and tuition.   **Additional Skills**   * Excellent interpersonal and communication skills, both written and verbal, in order to:-   + Communicate analytical, scientific and clinical aspects of the work with a variety of healthcare professionals   + Formally present to colleagues and other healthcare professionals * Ability to work autonomously in the planning and execution of their own work and, under the guidance of their supervisors, acquire the skills to organise, plan and monitor the workload of others. Proficiency in the performance of routine and complex techniques currently in use in their training department (ability to follow Standard Operating Procedures accurately) and the ability to develop and validate new techniques. * To be competent in using computer systems to record results and prepare accurate reports. * Good keyboard, data analysis and database handling skills. Demonstrate the ability to identify problems associated with analytical equipment, inappropriate testing, and artefactual results as well as investigate these, plan corrective action and follow up (after confirming appropriateness with a supervisor). * Assessment of suitability of samples for analysis. * Demonstrate good interpretative skills in the formulation of advice to doctors and nurses on diagnosis and appropriate treatment of patients. Effective team worker. Good personal organisational skills. Highly developed co–ordination skills with good dexterity and hand-eye co-ordination and those skills required for the performance of fine analytical techniques. * Ability to handle patient samples, hazardous reagents and chemicals in a safe manner in accordance with Health and Safety regulations. | | | |
| 1. **SYSTEMS AND EQUIPMENT**  * The post holder will be required to operate a wide range of equipment and interact with the many systems required to deliver the clinical service. * They will be required to comply with standard operating procedures applicable to those, attaining necessary competencies to enable safe accurate and effective delivery of the laboratory service. * The post holder will deliver good stewardship of resources employed in the delivery of their training and service delivery.   **Responsibility for Records Management**   * All records created in the course of the business of NHS GG&C are corporate records and are public records under the terms of the Public Records (Scotland) Act 1937. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS GG&C and manage those records in keeping with the NHS GG&C Records Management Policy and with any guidance produced by NHS GG&C specific to your employment. | | | |
| 1. **PHYSICAL DEMANDS OF THE JOB**  * Frequent movement between sections within the department. * Potential exposure to ionising radiation, hazardous chemicals, UV and laser light. * Performance of repetitive tasks required. * Long periods of sitting/standing in fixed positions at instrumentation and laboratory benches required. * Frequent periods of VDU usage required. * The post holder may be required to work alone and/or out of the laboratory. * Use of equipment that can expose the worker to high or very low temperatures. * Manual handling (including lifting boxes, waste bags and specimens on a daily basis). Required to concentrate for long periods at technically demanding procedures and during the checking and validation of clinical reports on the computer. * Requirement to wear personal protective equipment e.g. gloves, goggles, etc. as supplied. * Risk of exposure to sharps and needle stick injury. * Expectation of being required to work on placement at laboratories other than that of the main hospital base. * Occasional exposure to highly distressing situations by involvement in the diagnosis of life threatening disorders e.g. inherited metabolic disorders in neonates or prenatal screening. | | | |
| 1. **DECISIONS AND JUDGEMENTS**  * As a trainee, the post older will develop competencies signed off by their trainer to enable development of knowledge and skills required in an independent practitioner to deliver relevant decisions and judgements. * Decision and judgements will be required in the context of safe and effective delivery of diagnostic testing service and the results produced by that service: -   + Assessment of technical validity of results   + Assessment of clinical significance and validity of results   + Clinical and information governance.   + Health and safety   + Translation of published evidence into practice | | | |
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| 1. **JOB DESCRIPTION AGREEMENT**   A separate job description will need to be signed off by each post holder to whom the job description applies. | | | |
| **Job Holder’s Signature:** | | | **Date:** |
| **Head of Department’s Signature:** | | | **Date:** |