

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title:	Biomedical Scientist (Band 5)
Responsible to (insert job title):	Specialist Biomedical Scientist
Department(s):	Cell Sciences
Directorate:	Scheduled Care
Operating Division:	Diagnostic Services
No of Job Holders:	
Last Update (insert date):	

2. JOB PURPOSE

To perform a range of clinical analysis laboratory tests including maintenance of accurate clinical records.

Day to day supervision of biomedical support workers and trainee biomedical scientists. Participates in training and mentoring and will provide guidance and advice as and when required.

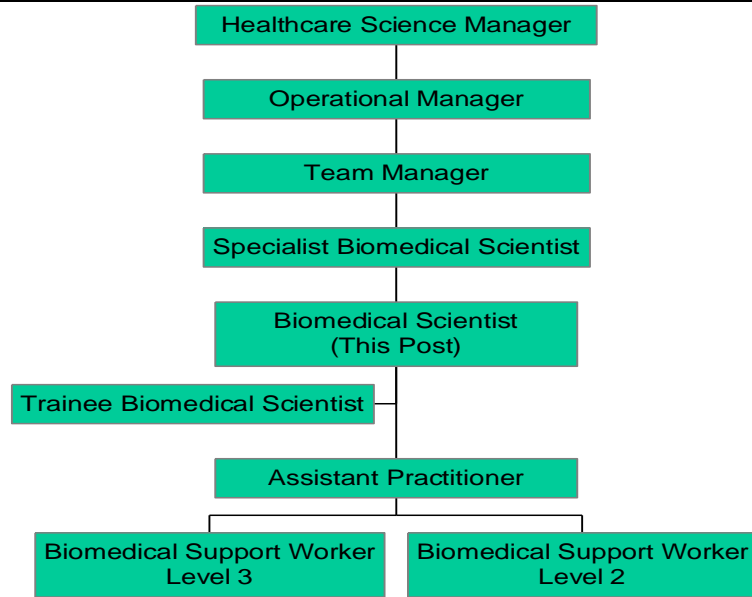
3. DIMENSIONS

The Department of Laboratory Medicine provides laboratory services to primary and secondary centres throughout Lothian. These services are currently delivered from 4 sites: the Western General Hospital (WGH), the Royal Infirmary of Edinburgh (RIE), the Royal Hospital for Sick Children (RHSC) and St John's Hospital.

The laboratories receive over 2 million requests and 7 million tests per annum, and have approximately 503 WTE staff.

The post holder is employed within NHS Lothian and there may be a requirement to work flexibly across Lothian to meet service demands.

4. ORGANISATIONAL POSITION



5. ROLE OF DEPARTMENT

The Directorate of Laboratory Medicine provides a comprehensive and efficient analytical, clinical advisory and educational service of the highest quality to the Division, Hospitals and General Practitioners within and beyond the Lothian Area. The laboratory service also collaborates in a range of research and development and clinical audit projects with clinicians, other Healthcare professionals and drugs/diagnostic companies.

The directorate of laboratory medicine is sited in and around the Lothian area and is split into three functional groups: Cell Sciences; Blood Sciences and Gene Sciences.

Cells Sciences employ approx 200 staff and is based at the RIE and SJH and covers Bacteriology, some virology, pathology, cytology and mortuaries and reference labs funded by the National Services Division.

Blood Sciences employ approx 200 staff and is based at RIE; WGH; SJH and RHSC. Blood Sciences covers Biochemistry, Haematology and Blood Transfusion.

Gene Sciences employ approx 100 staff and is based at RIE and WGH. It covers human genetics, haematology genetics, molecular pathology and non-human molecular processing and also include some laboratories funded by the National Services Division.

6. KEY RESULT AREAS

1. To undertake a range of routine and non routine clinical laboratory investigations using complex equipment and automated analysers.
2. To interpret routine core laboratory tests utilising their expertise escalating any anomalies to the Biomedical Scientist/ Clinical Scientist
3. To recommend further tests/actions as and when required following referral to more senior staff as appropriate.

4. To validate and authorise of results to service users e.g. clinicians dependent on the laboratory area.
5. To undertake internal and external quality control for all tests and investigations carried out escalating any anomalies to the Biomedical Scientist.
6. To participate in Quality Assurance for all tests and investigations carried out escalating any anomalies to the Biomedical Scientist.
7. To participate in internal and external audits undertaken within the functional area.
8. To undertake first line maintenance, repair, technical fault finding, basic troubleshooting on all analysers and equipment, including point of care equipment, to ensure accuracy of results and the safety of all users, escalating more complex problems to the Biomedical Scientist.
9. Day to day supervision of a team of biomedical support workers including workload allocation, rota management, PDPR processes, training and mentoring, provision of guidance as and when required.
10. To participate in the delivery of training and mentoring of trainee Biomedical Scientists, Assistant Practitioners and Support workers in the applicable techniques, instrumentation and work assignment of all relevant aspects of the section
11. Follows relevant laboratory policies, procedures, standards and protocols ensuring adherence at all times and may be required to contribute to their review.
12. To maintain up to date written and electronic records and reporting results as and when required. Maintain patient confidentiality at all times.
13. To be responsible for ensuring personal ongoing training as required, ensuring skills / competencies are maintained.
14. To support NHS Lothian's values of quality, teamwork, care and compassion, dignity and respect, and openness, honesty and responsibility through the application of appropriate behaviours and attitudes.

7a. EQUIPMENT AND MACHINERY

The following are examples of equipment which will be used when undertaking the role:

Use of various complex laboratory analysers and laboratory equipment dependent on the laboratory area.

Personal computer – to communicate, extract and record patient and test information.

Photocopier – duplicating information without breaching copyright regulations.

Telephone – communication both internally and externally.

Computer reports printers.

Note: New equipment may be introduced as the organisation and technology develops, however training will be provided.

7b. SYSTEMS

The following are example of systems which will be used when undertaking the role:

1. iSoft laboratory computer system for input and retrieval of all confidential patient and clinical details from request forms and the telephone result enquiry service.
2. CHI patient demographic database for checking difficult request form demographics and aiding with merging duplicate patients on the laboratory computer
3. Electronic request image data storage and retrieval system
4. systems for recording personal development
5. Incident reporting systems
6. Quality management electronic system

Note: New systems may be introduced as the organisation and technology develops, however training will be provided.

8. ASSIGNMENT AND REVIEW OF WORK

Workload will be self-generated and through demand from services and via the Team Manager; Operational Manager; and the Healthcare Science Manager.

Annual review will be undertaken by the Biomedical Scientist to review performance and Personal Development Plan.

9. DECISIONS AND JUDGEMENTS

The post-holder is required to use own judgement when planning workload and when prioritising urgent and emergency workload in accordance with Departmental protocols.

The post-holder is required to operate autonomously and use judgement when undertaking clinical laboratory investigations including when to undertake further testing and troubleshooting of analysers and equipment.

The post holder will resolve a range of technical issues escalating more complex issues to a more experienced Biomedical Scientist.

Decisions relating to workload allocation to Assistant Practitioners and Biomedical Support Workers within the laboratory area.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Meeting tight deadlines and timescales whilst working flexibly in a multidisciplinary environment to ensure needs of the service is met during peak periods of demand/staff shortage

Interacting with service users, both by telephone and in person, to resolve incidents and issues in relation to samples received, investigations undertaken and reporting of results.

11. COMMUNICATIONS AND RELATIONSHIPS

The post holder will communicate on a regular basis using effective verbal, non verbal and written communication with a range of different teams within the hospital. Communication will be with the multidisciplinary team, GP staff (practitioners and doctors) and other hospital users to provide diagnostic results and/or advice or guidance related to laboratory investigations and with internal and external agencies e.g. manufacturers to discuss faults within equipment/analysers.

The post holder will communicate internally with a range of staff in relation to planning, implementation and review of workload and will participate in service development.

12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Physical:

Frequent physical effort for several periods per shift e.g.; Bends and lifts; moves materials and equipment

Frequent repetitive movements e.g. working with the analysers

Use of specialist equipment requiring fine adjustment, high level of hand/eye co-ordination and accuracy e.g. maintenance and adjustment of analysers and other equipment.

Mental:

Concentration required when performing laboratory tests, authorising laboratory results, and recording Quality control results.

Emotional:

Occasional exposure to distressing or emotional circumstances e.g. when dealing with requests from users within the hospital which may result in a negative outcome for the patient.

Environmental:

Daily exposure to infectious materials and body fluids.

Occasional exposure to contained highly infectious (Category III) material.

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Qualifications:

IBMS accredited qualification e.g. BSc honours degree in Biomedical Science and professional registration with the Health and Care Professions Council.

Skills:

Good organisational skills with attention to detail

Good communication skills

Knowledge of Microsoft office packages e.g. word and excel

In-house training will be given to provide competencies to undertake the role.

14. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department Signature:

Date: