



**Biomedical Scientist
(Haematology)**

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Welcome from Michael Dickson, Chief Executive

Thank you for your interest in this position.

Considering a move to somewhere like Orkney can feel like a daunting decision, what will it be like? Where will I live? What about Schools and childcare? Why should I come to Orkney?

We have tried to answer some of these questions and give you some information about living and working in Orkney and further details about NHS Orkney. I hope that you find this pack useful and it helps you come to the conclusion that you should apply to work with us.



NHS Orkney is committed to the delivery of high-quality, safe, and effective care for all that need us. We are proud to employ about 700 staff across our community, primary and secondary care services.

NHS Orkney has seen significant changes in how we deliver services to our community with a real focus on providing care in Orkney and ideally in their own home. The pace of change will continue to accelerate driven by the committed staff who are keen to adopt new and innovative ways of working without losing what is special to working in Orkney, our community. I am committed to working in an open, honest and transparent way that supports staff to innovate, be bold and be brave knowing that not everything we do turns out as we intended, and it is important that we learn from these events so we can continue to improve what we do. NHS Orkney has a clear set of core values and these drive all we do:

- Care and Compassion
- Dignity and Respect
- Quality and Teamwork
- Openness, Honesty and Responsibility

The final thing I would like to say to any prospective applicant is that Orkney occupies an enviable location at the north of Scotland with breath taking beaches, hills, and rolling countryside right on our doorstep. Orkney has consistently come out top in national lifestyle and happiness surveys, with an open and vibrant community, it is the perfect location to provide a safe and welcoming home. This, along with Orkney's direct flight connections to other major cities in Scotland, means the area can offer employees plenty of opportunities for those in pursuit of finding the right work-life balance.

Michael Dickson
Chief Executive
NHS Orkney



Job Advert



Biomedical Scientist (Haematology)

Laboratory, The Balfour

Band 6 £34,386 - £42,050 including Distant Islands Allowance per annum

Full time 37.5 hours per week

Permanent

Relocation assistance is available for this position.

An opportunity has arisen for a Biomedical Scientist to work with the enthusiastic and motivated Laboratory team at The Balfour in Orkney.

The post holder will be accountable to the Departmental Lead, working with the laboratory team to provide Orkney patients with the highest level of diagnosis and treatment. They will be required to carry out a broad range of routine laboratory diagnostic investigations, and after appropriate training will use a range of analysers and technical procedures to process patient samples

Applications are required to have extensive post-qualification Haematology/Blood Transfusion experience within a routine diagnostic laboratory with expert knowledge of routine diagnostic procedures. They will be Health & Care Professions Council (HCPC) Registered, with an Honours Degree or equivalent experience suitable for registration as a Member or Fellow of the Institute of Biomedical Sciences (MIBMS or FIBMS). The post holder will be expected to participate in the Multidisciplinary out-of-hours rota after appropriate training. The post holder will be expected to assist in training for laboratory and non-laboratory personnel as and when required, e.g. MLA staff, junior Medical and Nursing staff.

NHS Orkney is the smallest territorial health board with a vision to “Be the best remote and rural care provider in the UK” and a career with us means becoming a vital contributor in protecting the health and lives of Orkney’s residents.

With views as far as the eyes can see, stunning beaches and miles-upon-miles of coastline, you’ll always find your own space in Orkney. With this, it is no surprise that Orkney has been voted the best place to live in Scotland for eight years running.

Orkney is truly a great place for a family. The educational system is extensive as it is excellent, from pre-school to postgraduate. We might be a small community, but we are well equipped with exceptional health, well-being and leisure facilities.

Orkney has several flights a day to Scotland’s largest airports, so you won’t feel isolated here. Very low crime levels and a strong sense of community make Orkney a safe and secure environment for all ages too. And the best bit is there being very little traffic anywhere – your daily commute will be almost non-existent!

To find out more about living and working in Orkney go to: www.orkney.com or www.visitororkney.com. Further information on NHS Orkney can be found at www.ohb.scot.nhs.uk.

For further information please contact Lorna Wilson, Acting Laboratory Manager, on 01856 888952 or email lorna.wilson8@nhs.scot

This post is subject to a Disclosure Scotland check.

Job Description

1. JOB DETAILS	
JOB TITLE	Biomedical Scientist (Haematology)
SERVICE	Clinical Laboratory Services
DEPARTMENT	Clinical Laboratory Services
GRADE	Band 6
LOCATION	The Balfour
REPORTING TO	Senior Biomedical Scientist (Haematology)

2. JOB PURPOSE

The Biomedical Scientist (BMS) blood sciences processes a broad range of routine laboratory diagnostic investigations in biochemistry, haematology and transfusion medicine using a range of scientific measurements, analysers, and technical procedures on patient samples.

Responsibility for their own work and use specialist training to operate complex analysers and solve problems

Acts as a mentor to less experienced and less qualified laboratory staff.

Participates in the training and supervision of HCSW's and other non-laboratory clinical staff.

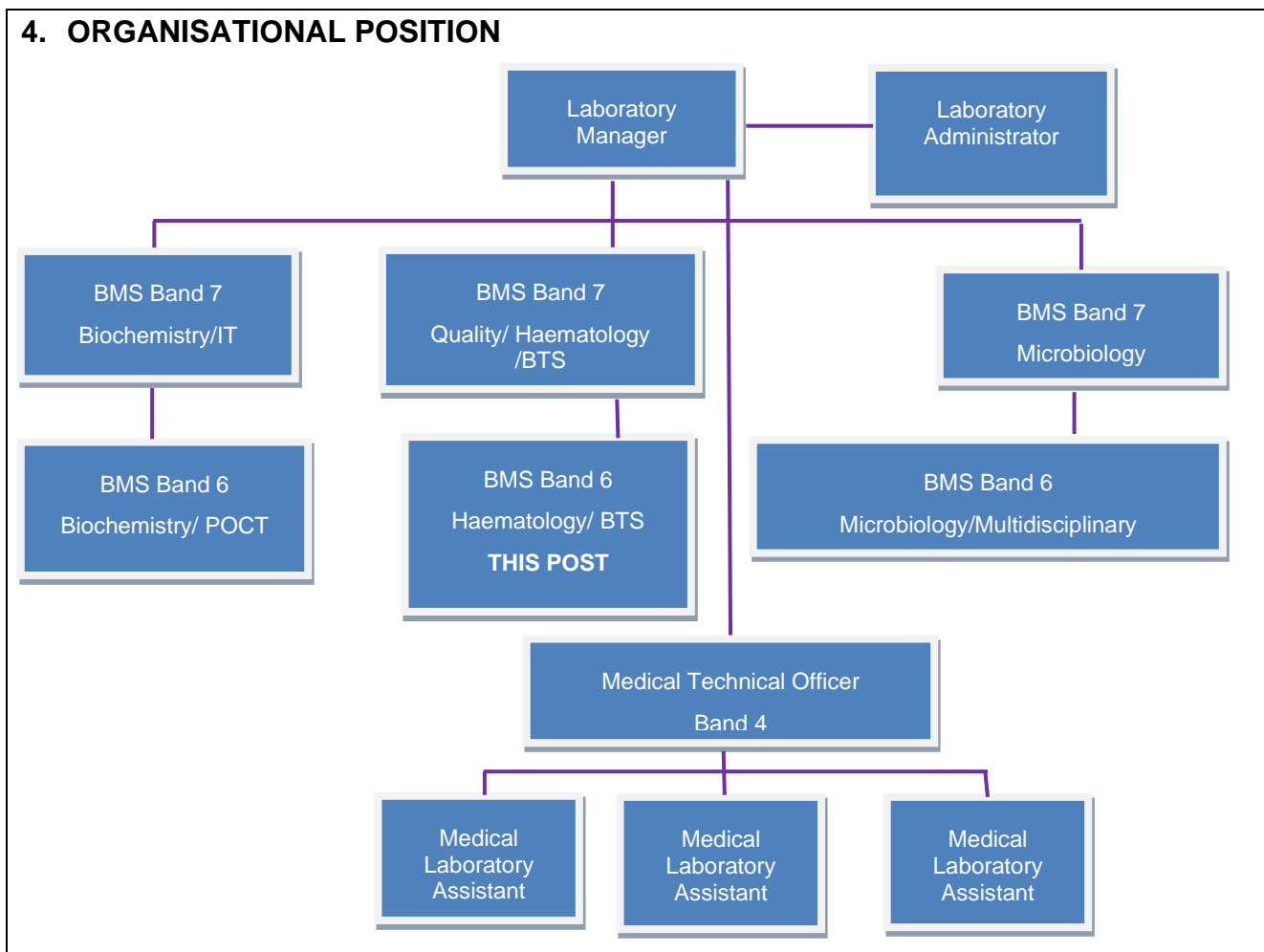
Maintains competence as a multidisciplinary BMS

Participates in out of hours on-call service and provides backfill cover for the discipline specific BMS.

3. DIMENSIONS

The laboratory has a staff establishment of up to seven BMS staff and up to four HCSW staff. Professional support is provided by nominated clinical consultant pathologists within NHS Grampian and by the laboratory service's Clinical Director.

Total annual workload is in the region of 120,000 samples pa growing at a rate of 5-7% pa. Haematology workload is currently 30,000 and biochemistry 90,000 specimens pa. More specialised testing (eg. Immunology) is sent to Aberdeen Royal Infirmary or to supra-regional service laboratories as appropriate.



5. ROLE OF THE DEPARTMENT

The Laboratory processes and analyses clinical samples in four main areas (Haematology, Clinical Chemistry, Blood Transfusion, Microbiology) in order to aid diagnosis and care of patients within NHS Orkney, both in the hospital and the community.

The majority of Haematology processing is carried out using analysers. In addition, manual investigations are performed for Infectious Mononucleosis and rapid diagnostic Malarial testing. Specialist investigations such as blood film microscopy are also provided by BMS staff trained in blood film morphology.

Further to this the department works closely with SNBTS to provide a Blood Transfusion service.

The laboratory also processes and sends away samples that cannot be analysed in NHS Orkney to regional and supra-regional laboratories.

6. KEY RESULT AREAS

As a multidisciplinary Biomedical Scientist:

To be competent in local procedures to perform duties of a multidisciplinary BMS in haematology & transfusion medicine, and after training in clinical chemistry.

Is expected to apply professional standards, policies, and procedures to own work.

Plan and prioritise own and support staff workload according to local protocols.

Receipt and registration of laboratory samples for testing locally and for referral to tertiary centres.

Presentation of specimens to clinical analysers, and processing specimens.

Provides appropriate advice to clinicians on type of specimens, method of collection and appropriateness of tests.

Deal with enquiries and complaints from clinical staff, patients and visitors using laboratory Standard Operating Procedures (SOPs).

Provide specialist advice and training to junior and other staff as part of the in-house CPD programme.

Prepares and maintains analytical equipment so that is ready for use by self and other staff.

Duties will extend to the monitoring and quality control of point-of-care testing equipment.

As required, is involved in External Quality Assessment (EQA) schemes and monitors EQA returns.

As directed, rotates throughout the department to ensure comprehensive and robust service provision.

Will be involved with stock control and ordering of laboratory supplies via RMS and PECOS systems.

Will implement and provide suggestions for improvements to SOPs and policies within the laboratory.

Ensure all Quality control procedures are carried out and report any non-compliance to Quality manager.

Ensure that all laboratory waste is processed as per local policy.

Ensure compliance with laboratory security and Health and Safety of policies and procedures.

Participate in the multidisciplinary after hours on-call service.

Participates in appraisal process in line with current policies.

Maintain a CPD portfolio and HCPC registration.

Actively participates in Departmental General Staff meetings on a regular basis.

Provides and receives complex sensitive information and communicates with colleagues.

Contributes to own and others development.

Monitors and maintains health, safety and security of self and others.

Contributes to service improvement.

Contributes to quality improvement.

Support people's equality, diversity and rights.

Process and manage data and information

Responsible for physical resources.

Plan, analyse, assess and report biomedical investigations.

7. EQUIPMENT AND MACHINERY

Is responsible for ensuring equipment is set up and maintained for use to achieve the optimum instrument performance and maintain a clean and safe working environment.

Performs advanced troubleshooting in line with established protocols by using judgement on how to proceed during technical failures.

Operates and has an advanced level of understanding of complex analytical instruments that require maintenance, calibration, internal & external controls.

Maintain logs for training, competency, maintenance, calibration and quality controls for laboratory & POCT equipment.

Use of everyday office & communication equipment – LIMS, email, printers etc.

8. SYSTEMS

Knowledge of network, Microsoft Office, LIMS, and document control software.

Training of all HCSW staff in routine systems – automated analysers & POCT equipment.

Can record and collate test results on computer and manual systems in accordance with SOPs.

Ensure patient confidentiality and conformance to the Data Protection Act, GDPR and Caldicott Guidelines.

9. ASSIGNMENT AND REVIEW OF WORK

Is accountable to the departmental (Laboratory) manager but will be delegated a large degree of autonomy in the performance of their duties. The post holder will be expected to anticipate, plan and correct problems without direct supervision/intervention.

10. DECISIONS AND JUDGEMENTS

As a multidisciplinary Blood Science BMS the post holder is responsible for:

Communicating with colleagues and clinicians about laboratory investigations required.

Answering queries on test results and giving advice on their interpretation.

Providing and receiving complex and/or sensitive information related to patient clinical condition and test results.

Providing information related to sample requirements for specialised testing.

Elevation of non-conformity issues to appropriate level for resolution, eg Risk Management & Clinical Governance related issues.

Defining and championing innovative approaches to service improvement.

Initial reporting and investigation of all non-conformances, Datix incidents and complaints.

In emergency situations communicating between external agencies (e.g. National Blood services Air ambulance) and A&E or theatre to coordinate blood supplies while carrying out laboratory testing at the same time.

Use of clinical judgement in interpretation of test results. Advice to service users must be within limits of level of knowledge, complexity of tests, clinical details & test results.

The post holder is expected to use a high degree of knowledge and skills in order to make accurate decisions on test results prior to validation/authorisation, and to suggest further reflex testing if required.

11. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Meeting regulatory and other accreditation standards including United Kingdom Accreditation Scheme (UKAS) and MHRA.

Working within budgetary and time constraints to maintain an effective QMS.

Making independent decisions about laboratory issues.

Working with potentially hazardous and infectious clinical samples using personal protective clothing and equipment.

Working under pressure to meet immediate clinical needs of patients and users eg. emergency demand for transfusion products, lone worker on-call, out of hours service.

Ensuring any complaints are dealt with tact and politeness and referred to an appropriate senior member of staff.

12. COMMUNICATIONS AND WORKING RELATIONSHIPS

The post-holder will communicate directly with:

Laboratory Services Clinical Director and Laboratory Manager.

NHS Orkney clinical staff regarding test results and sample selection.

External agencies undertaking business communications with the department.

Laboratory colleagues.

Attendance, as required, at Laboratory Management meetings and Laboratory Annual Review.

Members of the public.

The post holder must:

Treat all colleagues, patients and others with respect, courtesy & consideration.

Maintain a professional relationship and communicate effectively with all members of staff and external agencies.

Establish and maintain communication with various individuals and groups on complex and potentially stressful topics in a range of situations.

Adhere to the strict rules governing the maintenance of confidentiality and data protection.

Adhere to departmental and Health Board policies and procedures

13. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS

Requirement to multi-task.

Requirement to work autonomously, while dealing with complex, multi-stranded and often contentious issues.

Manual handling of stocks and delivery of goods in accordance with Health Board manual handling training.

Contact with potentially hazardous or infectious reagents and waste materials.

Need for good hand-eye co-ordination.

Working intermittently at computer workstations for prolonged periods.

Need for attention to detail regarding the labelling of samples and forms, and checking the accuracy of patient details.

Participation in weekend and out-of-hours work.

A multidisciplinary on-call requirement having already completed a full day shift.

Requirement to communicate with members of the public, and staff about issues that may be unwelcome or contentious and invoke a degree of resistance and antagonism.

Deal with service-related issues, which may be technical, staffing training or requests for advice and support from other departments.

14. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED

HCPC Registered.

Honours degree or equivalent experience suitable for registration as an Associate of the Institute of Biomedical Sciences (AIBMS).

Specialist Portfolio in relevant area or equivalent experience

Evidence of advanced training, i.e. CPD portfolio.

Post-qualification experience in a routine diagnostic laboratory

Extensive experience of blood sciences – haematology & transfusion medicine.

Knowledge of IQA and EQA systems

Job Description Agreement	
Job Holder's Signature	Date:
Head of Department Signature	Date:

Person Specification

Job Title: Biomedical Scientist (Haematology)
Department: Laboratory
Location: The Balfour

FACTOR	ESSENTIAL	DESIRABLE
EXPERIENCE	<p>Post-qualification experience in a routine diagnostic laboratory</p> <p>Extensive experience of blood sciences – haematology & transfusion medicine.</p> <p>Knowledge of IQA and EQA systems</p>	<p>Experience of clinical chemistry within a diagnostic laboratory</p> <p>Experience of microbiology and/or infectious disease serology</p> <p>Experience in a multi-disciplinary laboratory environment</p> <p>Experience of UKAS accreditation procedures</p>
QUALIFICATIONS TRAINING RESEARCH PUBLICATIONS	<p>HCPC Registered.</p> <p>Honours degree or equivalent experience suitable for registration as an Associate of the Institute of Biomedical Sciences (AIBMS).</p> <p>Specialist Portfolio in relevant area or equivalent experience</p> <p>Evidence of advanced training, i.e. CPD portfolio.</p>	<p>Experience suitable for registration as a Fellow of the Institute of Biomedical Sciences (FIBMS).</p> <p>Specialist qualifications in haematology or blood sciences</p> <p>Other computing qualifications</p>
KNOWLEDGE AND SKILLS	<p>Expert knowledge of routine diagnostic procedures</p> <p>Demonstrable ability to produce working documents – eg SOPs</p> <p>Able to use and produce Word documents, Spreadsheets and use of database</p>	<p>Previous experience of Clinisys “Labcentre” laboratory information system</p> <p>Previous experience of document control software</p>
DISPOSITION	<p>Ability to maintain excellent communication skills in a busy environment, both in person over the telephone, by e-mail and Fax.</p> <p>Demonstrable negotiation skills</p>	<p>Demonstrable leadership skills</p>

	Ability to work autonomously and to tight deadlines.	
OTHER	<p>Ability to deal with medical confidential information in the context of the data protection act.</p> <p>Must participate in after- hours rota. (Training will be provided)</p> <p>Full driving licence or ability to make suitable arrangements to attend promptly for on-call purposes.</p>	

Introduction to Orkney and NHS Orkney



Lying off the northern coast of Scotland, between John O’Groats and the Shetland Isles, Orkney is an archipelago of over 70 beautiful islands; 17 of which are inhabited. The total population is approximately 22,000, with most people living on the Orkney Mainland. Kirkwall, the capital with its spectacular red sandstone 12th-century cathedral and a population of 7,500, is the administrative centre of Orkney with a good mixture of shops, supermarkets, and businesses.

Orkney is a wonderful place to live and offers excellent schools and leisure facilities, low pollution, low crime, unique wildlife, and amazing scenery. Although remote, there are excellent transport connections with numerous flights to Aberdeen, Glasgow, Edinburgh, and Inverness every day. There are ferry services to Aberdeen, Scrabster, and Gills Bay, and of course to the smaller isles in Orkney.

Orkney’s economy is based on agriculture, generating some £30 million per year. Farmers breed and rear beef cattle, dairy cows, and sheep of the highest standard. Orkney has international recognition for its food, with cheese, beef, lamb, and fish produce becoming well known; not to mention whiskey, beer, and gin. Tourism, oil, and the renewable energy sectors are increasingly important. Orkney is at the forefront of the renewable wave and tidal energy drive in the UK.

Kirkwall is a great place for children and a wonderful environment for a family. There is a very strong community spirit with a wide range of cultural and sporting activities for adults and children. Schools in Orkney are very good, with no private fees. Imagine all of this within walking distance of your home and workplace. For residents and visitors there is so much to see and do: playing a round of golf, fishing, kayaking, walking, cycling, diving, wind surfing and horse riding are but a few. The Pickaquoy Centre provides a modern well-equipped sports facility, swimming pool and entertainment centre. There are many cultural activities, with annual music, jazz and science festivals attended by internationally renowned artists and scientists. There is an extremely wide variety of activities for children



and young people. Homes are very affordable and with little traffic, travelling around the islands is easy.

According to the 2020 Bank of Scotland quality of life survey, for eight years in a row Orkney was crowned the best place to live in Scotland. The island took the top prize due to high employment levels, low crime rates, smaller primary class sizes along with good health and happiness scores. With its strong sense of community, picturesque landscape and rich archaeological treasures, the archipelago frequently wins the hearts of visitors.

Not only is Orkney one of the most affordable places to live in the UK, it also has one of the highest employment rates, with 88 per cent of residents between 16 and 64 currently in work. The low crime rate means that many people do not even lock their front doors to allow the postie to place the post and packages inside the door. As for overall wellbeing, more than nine in 10 Orkney residents report good or fairly good health.

To find out more about living and working in Orkney go to www.orkney.com or www.orkneycommunities.co.uk and learn more about NHS Orkney at www.ohb.scot.nhs.uk.



Recruitment Process

The NHS Scotland Everyone Matters 2020 Workforce Vision outlines the commitment the Scottish Government has in putting people at the centre of everything the NHS in Scotland does. Working to a common set of values, the vision will continue to modernise the way we work, embracing technology and digital transformation.

All vacancies will be advertised on NHS Scotland's recruitment website:

<https://apply.jobs.scot.nhs.uk/>

Internal vacancies will be advertised on NHS Scotland's internal recruitment website:

<https://apply.jobs.scot.nhs.uk/internal/>

CVs are not accepted as a form of application; NHS Scotland's electronic application form must be used on the above links.

All adverts will close at midnight on the advertised closing date.

Our selection process will consist of the following assessments:

- **Application short listing** – application forms are reviewed and those meeting the role requirements will be invited to a competency-based interview
- **Interview/Assessment** – competency-based interviews have a focus on NHS Orkney's core values and the candidate's technical expertise. The interview may also include a role specific test or a presentation topic.

Any job offer will be subject to meeting the conditions of NHS Orkney's safer pre- and post-employment checks policy:

- **Employment references** - references should include current and previous employers covering the last 3 years of your employment history
- **Evidence of qualifications** – candidates will be required to provide evidence of their qualifications, including proof of professional registration if required
- **Medical assessment** – the Occupational Health service will make an assessment on your fitness to carry out the information provided in a questionnaire. In certain circumstances further information is required and Occupational Health may contact you by telephone or request that you attend for an appointment
- **Criminal conviction check** – all applicants who apply for posts which are exempt from the Rehabilitation of Offenders Act 1974 and who will have access to patients during their employment will be required to consent to a Disclosure Scotland Criminal Records Check or join the Protection of Vulnerable Groups Scheme.
- **Immigration, Asylum and Nationality Act 2007 – Prevention of illegal working** – candidates must be eligible to work in the UK, evidence of this must be provided.

For any queries relating to this vacancy, or our Recruitment Process, please email

ork.recruitment@nhs.scot

Equality and Diversity

NHS Orkney is committed to Equality & Diversity <https://www.ohb.scot.nhs.uk/about-us/equality-and-diversity>