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| **1. JOB IDENTIFICATION** | Job Title | **Trainee Clinical Scientist Immunology** | |
| Department(s)/Location | **NHS Tayside/**  **Diagnostics** | |
| Number of Job Holders | **1** | |
| 1. **JOB PURPOSE**   To train to enable registration with HCPC as a Clinical Scientist in the modality of Clinical Immunology   * Working under the guidance of the Head of Service to carry out increasingly advanced clinical technical and scientific activities, achieving the skills to provide a highly specialised clinical technical and advisory service to clinicians in primary and secondary care. * To undertake formal training, following local training programme (equivalence route through the Academy of Healthcare Science), in order to achieve registration with the Health Professions Council 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 will be required to undertake secondments to other departments outside NHS Tayside for additional experience (e.g. in more highly specialised areas). * To contribute to the effective development and organisation of testing within the Immunology Service NHS Tayside and Immunology services throughout Scotland. * To participate in the interpretation of test results and also provision of advice on appropriate testing. | | | |
| 1. **ORGANISATIONAL POSITION**  * The post is supernumerary and will be supervised within the Immunology Service, NHS Tayside by the Clinical lead who will be responsible for training and welfare. There will be an annual appraisal of progress through the Immunology Section of the Academy of Healthcare Science. * The trainees will be subject to all local policies and procedures as employees of NHS Tayside.   Trainee will be required to attend other locations in Scotland to enable more specialist training in some topics. | | | |
| 1. **SCOPE AND RANGE**   This is a training post following the equivalence route through the Academy of Healthcare Science leading towards HCPC registration as a Clinical Scientist within the modality of clinical Immunology. The post holder will operate under the supervision of the Clinical lead, Immunology Service, NHS Tayside. Relevant competencies must be agreed and signed off in accordance with local procedures to enable the post holder to contribute to the “live” outputs of the department.  The post holder will work closely with all laboratory colleagues to enable a wider understanding of all aspects of delivery of a clinical immunology service | | | |
| 1. **MAIN DUTIES/RESPONSIBILITIES**   **Induction Standards & Code of Conduct**  Your performance must comply with the national “Mandatory Induction Standards for Healthcare Support Workers 2009” and with the Code of Conduct for Healthcare Support Workers.  **Training**   * To complete 'on the job' supervised training to 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 Clinical lead, Immunology or their deputy and present the findings at formal meetings to fellow scientists and other health professionals. The academic component of training, as well as HPC and professional registration, may require presenting a formal thesis or portfolio of work.   **General**   * To process samples submitted to the Service 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 Service * To participate in risk management of the Service 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. **COMMUNICATIONS AND RELATIONSHIP**  * Communicate with doctors, laboratory and scientific staff from within and outside the trust base and industry partners commensurate with their experience and knowledge. * Prepare and present regular reports on the progress of training and any associated research project to the project directors and members of the project team both verbally (using audio-visual aids such as MS 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). Plus a MSc by research or PhD in Immunology. * Acquiring specialist knowledge across a wide range of procedures and a sound understanding of professional, clinical and scientific principles of Clinical Immunology through self directed study supplemented with external learning where appropriate. * Good IT skills and knowledge of common computing packages for word processing, spreadsheets, presentation packages and databases. * Acquiring knowledge of NHS Policies and Procedures, NSF 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 on analytical, scientific and clinical aspects of the work with a variety of health professionals   + make formal presentations to groups of colleagues and other health professionals * Ability to work autonomously in the planning and execution of their own work and under the guidance of their clinical lead 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 the Immunology Service, NHS Tayside. Demonstrated by 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, regular reports. * Assessment of suitability of samples for analysis * Good keyboard, data analysis and database handling skills. * Demonstrate the ability to identify problems associated with analytical equipment, inappropriate testing, incompatible results and to investigate these, plan corrective actions confirming appropriateness with Consultant and managing follow up actions. * 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 servie. * 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 Tayside are corporate records and are public records under the terms of the Public Records (Scotland) Act 2011. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS Tayside and manage those records in keeping with the NHS Tayside Records Management Policy and with any guidance produced by NHS Tayside specific to your employment. | | | |
| 1. **PHYSICAL DEMANDS OF THE JOB**  * Frequent movement between sections within the Service * 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 including fluorescent microscopy. * 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. severe combined immunodeficiency in neonates. | | | |
| 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 | | | |
| 1. **MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**  * Frequent interruptions while completing tasks * Long periods of intense concentration * Managing workload * Achieving level of competence to become HCPC state registered | | | |
| 1. **JOB DESCRIPTION AGREEMENT** | | | |
| **Job Holder’s Signature:** | | | **Date:** |
| **Head of Department’s Signature:** | | | **Date:** |