

# Sonographer General Medical

SCAN ME



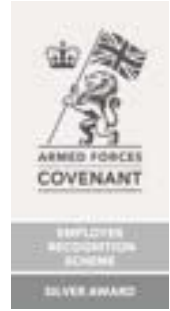
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Western Isles Health Board  
**The best at what we do**

## Job Advert



### Sonographer - General Medical

**Band 7 £46,244 - £53,789 per annum**  
**Plus Distant Islands Allowance of £1,279**  
**37.5 hours per week**  
**Permanent post**  
**The post is eligible for relocation expenses**

We are seeking a dynamic and enthusiastic Sonographer to join our friendly, diligent imaging team in providing a comprehensive radiology service to the people of the Western Isles.

The post will be based at the Western Isles Hospital in Stornoway on the Isle of Lewis with sessional visits to the Uist and Barra Hospital in Benbecula to provide ultrasound clinic cover.

The successful candidate will:

- have HCPC registration
- be educated to DMU or Postgraduate level in General Medical Ultrasound
- have good working experience in a variety of ultrasound examinations – including abdominal, pelvic, small parts, DVT, Carotid and MSK scanning
- have knowledge of major issues of healthcare service delivery in a remote and rural environment
- have proven NHS experience

The department is supported by 2 x Canon i700 ultrasound scanners, 2 GE Logiq E AAA ultrasound scanners, Siemens dRF max fluoroscopy unit, Canon Aquillion Prime SP 80 slice CT scanner, Phillips Digital Diagnost general x-ray and GE Lunar DXA scanner.

Along with our substantive Radiologist, an innovative and exciting Radiology Obligate Network with NHS Borders, provides out of hours radiology cover and support for radiographic staff.

For further information please contact Jane MacDonald, Radiology Manager, NHS Western Isles on 01851 708226.

**The successful applicant will be required to register with the PVG Scheme (Protecting Vulnerable Groups Scheme). This post is not eligible for relocation expenses.**

All NHS Western Isles vacancies appear on the NHS Scotland website: [apply.jobs.scot.nhs.uk](https://apply.jobs.scot.nhs.uk), along with a job description.

If you have any further queries, please contact Tel: 01851 762027.

# AGENDA FOR CHANGE NHS JOB EVALUATION SCHEME



## JOB DESCRIPTION

### 1. JOB IDENTIFICATION

Job Title: Sonographer – General Medical

Reports to: Radiology Manager.

Clinical Lead : Consultant Radiologist

Department: Radiology

Location: Western Isles Hospital, Isle of Lewis  
Uist and Barra Hospital, Isle of Benbecula (sessional)

AFC Band: 7

No of Job Holders: 2

### 2. JOB PURPOSE

#### Ultrasound

- Provide an expert clinical practitioner role within the specialist area of Ultrasound with responsibility for all the operational and associated administrative duties in Ultrasound ensuring provision of a quality service to the people of the Western Isles
- Perform ultrasound examinations and provide independent diagnostic reports on a specialist workload of patients in abdominal, pelvic, small parts, carotid Doppler, musculo-skeletal and DVT ultrasound examinations and maintain associated records.
- Provide direct care and a high quality diagnostic imaging service to assist in the management of patients referred from clinicians located within and out with the hospital.
- Provide sessional ultrasound clinics in Uist and Barra Hospital, Benbecula
- Multi-skill / multi-task position in remote and rural location.
- A commitment to CPD.

N.B In the event of NHS Scotland being placed on an 'Emergency Footing' and or NHSWI declaring a 'Major Incident', or similar critical service demand, the role will be subject to change based on the exigencies of the service and post holder competence.

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### 3. DIMENSIONS

#### **Clinical Activity:**

- Currently approx.. 14,000 total examinations of which around 4000 are Ultrasound examinations p.a.


#### **Clinical provision:**

- Daily sessions in general ultrasound shared with the other clinical specialists and consultant radiologist. Currently 1 session per week in Uist & Barra Hospital shared on a rotational basis with other clinical specialist sonographers and locum consultant radiologist.

#### **Staff Responsibility:**

- A reporting clinical specialist general, directing and supervising own work load, assisted by departmental chaperone and health care assistants in ultrasound.
- Occasionally directs and supervise clinical support worker, elective students, summer helper and student radiographers on clinical placement in Ultrasound.

### 4. ROLE OF DEPARTMENT

- Provides a high quality, efficient and effective diagnostic ultrasound service for the Western Isles.
  - The ultrasound images and report and DR/CR images are vital diagnostic tools providing a diagnosis or contributing to a diagnosis and leading to an effective course of treatment and care for the patient (including assisting decision on possible transfer of patients off island to another health care provider).
  - Ensures a high standard of patient care through effective use of diagnostic imaging.
  - Promotes excellence in clinical practice through continuing education and input into clinical governance and audit initiatives.
  - Promotes multidisciplinary team working in the provision of a highly skilled, patient focussed approach to quality care.
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## 5. KEY RESULT AREAS

### Clinical Ultrasound (General Medical)

- Provide high quality clinical service within the specialist area of general ultrasound in keeping with the department's standard operating procedures.
- Ability to work at a higher level of clinical decision making, in the absence of direct site supervision referring patients on, and or, escalating to the appropriate consultant.
- Assess and report unsupervised, own specialist workload in, abdominal, pelvic, venous, small parts, carotid Doppler, MSK
- Independently produce a report, which provides a diagnosis or assists the referring clinician to make a diagnosis leading to an effective course of treatment and care.
- Provide an acute general ultrasound service for A&E referrals
- Directly liaise and advise consultants, clinicians, other doctors and midwives with regards to general ultrasound scanning and reports.
- Fully accountable for own professional actions including responsibility for reporting findings to clinicians and / or patients, understanding the implications of that and referring for appropriate examinations which directly affect future management of the patient.
- Adapt techniques to suit individual circumstances and /or patient condition.  
Diagnose and directly communicate as appropriate, scan findings requiring further investigation to patients and their relatives with tact and diplomacy.
- Participate in peer review and support colleagues giving a second opinion when requested e.g. a difficult and/or complicated cases e.g.rare pathology
- Manage a caseload of patients effectively and efficiently, including undertaking the more complex cases e.g. Trauma situation, urgent GP referrals and complex Inpatient referrals Prioritise workload, depending on severity of patient condition thereby directly affecting patient management (including influencing the decision to transfer patient off island to another healthcare provider).
- Maintain patient documentation and records to meet professional standards e.g. AAA measurements, radiology reports in RIS/PACS, complete patient's handheld notes
- Involved in the development, implementation and maintenance of appropriate clinical guidelines ensuring clinical effectiveness to optimise patient care.
- Participate in national research and development activities. E.g. promote excellence in clinical practice through continuing education and input into clinical governance and audit initiatives, liver assessment measurements
- Responsible for ensuring ethical and moral dimensions of practice are adhered to.
- Promote the highest standards of cleanliness of the environment and equipment and ensure these are maintained at all times e.g sterilisation of trans vaginal ultrasound probe.
- Responsible for maintaining ultrasound stocks and supplies.
- Responsible for quality assurance of ultrasound equipment.
- Responsible for the safe and effective use of expensive high end digital ultrasound scanners

## **Managerial**


- Support the Radiology Manager in the day-to-day organisation and supervision of staff and equipment to maximise the quality of patient care and use of resources.
- Co-ordinate and co-operate with the radiographers and sonographers throughout the Western Isles in the operation of and further the development of the ultrasound service.
- Assist in the development of and implementation of managerial policies to promote a fair, consistent and safe working environment.
- Implement policies and propose changes to ultrasound protocols, which can impact on other departments. E.g. AAA screening
- Design and produce relevant information/instruction leaflets/documents for staff and patients as required.
- Anticipate and prepare for extended examinations or significant delays and take appropriate action.
- Participate in PDP & CPD to maintain and further develop skills.
- Maintain accurate patient records and statistics as required by the Imaging Service and NHS Western Isles for use in the clinical audit process.
- Vet and prioritise ultrasound requests, determining level of urgency requiring both detailed clinical knowledge and the strengths and limitations of other imaging/diagnostic modalities.
- Ensure resources are used efficiently and effectively.

## **Educational**


- Involved in individual review (PDP) on an annual basis and maintain personal CPD folder.
- Maintain, develop and update clinical and technical knowledge and skills in ultrasonography to ensure delivery of evidence-based care.
- Provide knowledge in general ultrasound and appropriate safe use of equipment to colleagues.
- Continuously evaluate and audit own and colleagues' practice.
- Maintaining up-to-date knowledge of the various computer based systems within the x-ray department.
- To be familiar with and adhere to the Control of Substances Hazardous to Health Regulations, The Health and Safety at Work Act and IR(ME)R 2017 etc.

## **6a. EQUIPMENT AND MACHINERY**

- Safe use and maintenance of expensive highly complex ultrasound equipment used by self and others.
- Computers with multiple programmes

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- Label printers.
  - Scanners
  - Height adjustable couches.
  - Patient transport (beds, chairs and trolleys)
  - Immobilisation devices.

## **6b. SYSTEMS**

- Radiology Information System (RIS).
  - Picture Archiving and Communication System (PACS).
  - SCI Store Results etc
  - General office equipment including computers- email, NHS Western Isles internet/Intranet.
  - Working knowledge of the department document management system
  - Computer software such as Word/Excel/PowerPoint to create reports, spreadsheets, record R&D activity, research, quality assurance and audit etc.
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## 7. ASSIGNMENT AND REVIEW OF WORK

- Can be the only sonographer working in the location providing a highly specialised technical clinical service – consulting with colleagues (Sonographers, Radiologist, Obs/Gyn Cons) as necessary
- Responsible for the management of a complex caseload, with the competency to provide the following;
  - Diagnosis or aiding in the diagnosis of patient's pathology
  - Referral advice, as appropriate, to clinicians (e.g. urgent follow up or further imaging in suspected malignancy)
- To seek advice from the consultant radiologist where diagnosis is difficult or complex
- Perform in all other tasks within the x-ray department where required. (e.g. clerical, nursing).
- Carry out all other tasks as delegated by the Radiology Manager.
- Be committed to CPD and PDP appraisal

## 8. DECISIONS AND JUDGEMENTS

- Accountable for own professional actions, working independently in a remote and rural situation. Has the freedom to act, based on own interpretation, while working within codes of practice, occupational standards and policies and procedures etc. refers to Consultant Radiologist as necessary.
- Perform general sonography unsupervised, issuing independent diagnostic reports
- Required to work at an extremely high level of clinical judgement and autonomy involving highly complex facts and/or situations requiring analysis and interpretation of data.
- Make judgement in a range of complicated, unique and variable situations, which can lead to many different outcomes requiring further decision-making e.g. initiate rapid referral and/or additional imaging in cases, where delay may be detrimental to patient management e.g. intra-abdominal haemorrhage
- Evaluate clinical information provided to decide whether requested examinations are justified and reject if inappropriate (advise/discuss with referring doctor if exam is unjustified).
- Judge and decide requirements necessary to maintain and advance competencies in line with service demands while balancing the work/life demands of this remote location.
- Interpret and contribute to guidelines, policies and the preparation of effective operational and professional protocols.

- Assess patient condition, often acute and decide on appropriate method/technique to obtain optimum result.
- Recognise own limitations and competencies and request advice from appropriate clinician or colleague e.g. other sonographer or radiologist.
- Work with a broader range of skills at a higher level due to remote location.

## 9. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- Undertake a mentally, emotionally and physically demanding job in differing environments.
- Communicate sometimes sensitive and distressing information to patients in a discreet, responsive and tactful way. Patients' expectations are high. They often expect a positive outcome from the scan and are unprepared for bad news.
- Balance speed and accuracy against a background of a service in demand with limited resources.
- Manage the workload referral demand and co-ordinate the various types of requests for general ultrasound into a workable day while coping with the difficulty of switching from one skill/task to another throughout the day. 80 General Radiology scans per week (around 20 are Abdo/Pelvis scans) over two departments and two sites.
- Long periods of concentration interpreting a dynamic image using the ultrasound unit and operate the computer, for reporting and other activities. Both incorporate VDUs. (approx 75% of working day)
- Deal with interruptions during scanning, from health care assistants, medical staff and chaperones.

## 10. COMMUNICATIONS AND RELATIONSHIPS

### Patients/relatives/carers

- Provide complex information by explanation of procedure and listening to patient's requirements in order to encourage compliance with the imaging process
- Provide and receive complex, sensitive information, where there may occasionally be barriers to understanding, (e.g. confused / special needs etc) requiring highly developed interpersonal and communication skills.
- Utilise motivational and persuasive skills to encourage cooperation.
- Employ a high level of tact, empathy and sensitivity when breaking unwelcome news. This may be to patients of whom there is no prior knowledge of, have had little time to develop a relationship with, and yet may have to be the first to communicate the information.

- Where appropriate disclose results verbally to patients and alleviate anxiety.
- Discuss directly with the patient to gain further medical history.
- Provide factual information regarding the risks associated with an imaging procedure.

### **Medical staff and other health care Professionals**

- Liaise with radiographer colleagues, radiologists, other departments, staff groups and patients to provide a comprehensive efficient service.
- Consult with radiologists, other clinicians and other sonography colleagues based elsewhere for advice (telephone, email etc)
- Seek advice particularly in circumstances falling out with the remit of experience.
- Liaise with non-NHS professions e.g. equipment engineers/representatives.

## **11. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB**

### **Physical**

- Ultrasound requires extremely skilled handling to obtain optimum images. Very highly developed hand eye co-ordination, dexterity and fine motor skills are required to simultaneously manipulate the ultrasound probe, adjust controls, while interpreting a dynamic image to provide a diagnostic report.
- Ergonomics need to be considered while working, due to exerting sustained, physical effort. Repetitive Strain Injury (RSI) and Work Related Musculoskeletal Disorder (WRMSD) prevalent with sonographers. Knowledge of adjusting chair, bed position of patient and equipment required.
- Working in dim lighting in ultrasound room.
- Risk of eyestrain, headaches, fatigue associated with prolonged use of VDU equipment.
- Transporting, moving, manipulating and positioning patients demands a high level of physical fitness and expertise particularly with frequent single-handed working.
- Moving, manoeuvring and positioning expensive, heavy imaging equipment.
- Frequent use of keyboard.

### **Mental**

- Responsible for the operation of highly specialised and expensive imaging equipment.
- Intense, sustained concentration for prolonged periods during every scan as real time sonography findings are analysed compared and interpreted throughout the course of the examination so that a comprehensive outcome is achieved.
- Very highly developed pattern recognition and special acuity to detect subtle differentiation in echogenicity / echotexture and a logical and analytical approach to presentation of these findings and their meaning.

- Pressure writing/dictating a clear concise report for every patient after scan, while being aware of time constraints/pressing workload.
- Should imaging equipment malfunction, manage the situation and provide an immediate solution, informing the patient of the problem. Delay in diagnosis may increase both the physical and emotional demands on staff.

### **Emotional**

- Passing on of unwelcome news which due to the post being in a remote and rural situation with the likelihood of patient/carer/relatives being personally known makes it particularly emotionally demanding e.g performing imaging examinations and care to terminally ill / critically injured patients, (especially working in small community).
- Communicating with anxious / distressed patients and/or relatives.
- Exposure to highly unpleasant conditions, e.g. body odours, uncontained bodily fluids including blood.
- Potential exposure to verbal abuse / physical abuse from patients and relatives, compounded by single-handed working.
- Risk to exposure of scattered radiation.
- Travelling to other hospitals in the Western Isles in all weather conditions.

## **12. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB**

- HCPC registration
- DCR or BSc in radiography.
- Pg or COR Diploma in general medical ultrasound
- Initiative and ability to make complex decisions and take a higher level of responsibility.
- Able to produce independent diagnostic ultrasound reports.
- Excellent communication and counselling skills.
- Good organisational skills.
- Ability to work independently and unsupervised.
- Evidence of CPD including an up to date portfolio.
- Team worker.
- Computer literate with good IT skills.
- Car driver or willingness to travel by public transport, and endure absences from home to attend sessions in Benbecula.

### 13. ORGANISATIONAL POSITION

#### RADIOLOGY ORGANISATIONAL CHART

NHS WI Radiology Directorate

Radiology Department Manager  
1.0

Band 7  
Sonographer /Radiographers 3.0  
(this post)

Band 6  
Radiographers 4.60

Band 5  
Radiographers 2.0

Radiology Admin Assistant 1.0

Radiographic Assistant 3.0

Band 2  
Summer Helper  
0.25

Student Radiographers/  
Work placement students

## 14. STANDARD ELEMENTS

### STANDARD ELEMENTS

#### **Confidentiality**

**Comply with all approved NHSWI Policies and Procedures.**

**Comply with NHSWI Communication Strategy and Media Strategy.**

This involves taking the necessary precautions when transmitting information only disclosing it to those who have the right and need to know it.

All personal health information is held under strict legal and ethical obligations of confidentiality.

NHS staff must follow guidance (NHS Code of Practice on Protecting Patient Confidentiality) before disclosing any patient information. All staff must respect confidentiality of all matters that they may learn relating to their employment, other members of staff, patients and their families.

#### **Health and Safety:**

**Assist in maintaining own and others' health, safety and security.**

This involves:

- a) Complying with Board health and safety policies, procedures and participating in mandatory training.
- b) Maintaining a safe working environment and reporting any issues of concern as appropriate.

NHS Western Isles attaches the greatest importance to the health and safety of its employees. It is the Board policy to do all that is reasonable to prevent personal injury and hazard to health by protecting staff and others including the public from foreseeable hazards compatible with the provision of proper services to patients. The Board expects its entire staff to take reasonable care of their own health and safety and that of others who may be affected by their acts or omissions at work. More detailed information is given in departmental safety policies where appropriate.

**Ensure own actions support equality, diversity and rights.**

This involves:

- a) Acting in ways consistent with the Board's policies and procedures.
- b) Treating those you come into contact with equitably and with respect.
- c) Recognising the need for aids or adaptations.

## 15 JOB DESCRIPTION AGREEMENT

I agree that the above Job Description is an accurate reflection of my duties and responsibilities at the date of signing.

Job Holder's Signature:

Manager's Signature:

Date:

Date:01.02.2023

**PERSON SPECIFICATION****Job Title:** Sonographer AFC Band 7 **Department:** Radiology**Location:** Western Isles Hospital, Stomoway and Uist and Barra Hospital, Benbecula as service requires.

<b>FACTOR</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>WORK EXPERIENCE</b>	<p>Working experience in a variety of ultrasound examinations especially abdominal, pelvic, small parts, DVT's, MSK</p> <p>A minimum of 1 year independent reporting experience as a qualified Sonographer in general ultrasound</p> <p>Proven NHS experience</p>	<p>Working experience of Multislice CT</p> <p>Experience of working single handed out of hours.</p> <p>Experience of Remote and Rural working</p>
<b>QUALIFICATIONS TRAINING RESEARCH PUBLICATIONS</b>	<p>Diploma of the College of Radiographers or a Bachelor of Science in Diagnostic Radiography or equivalent.</p> <p>DMU/PG Dip in General</p> <p>HPC Registration</p>	<p>Evidence of ongoing professional development</p> <p>MSc in General Medical Ultrasound</p>
<b>KNOWLEDGE AND SKILLS</b>	<p>Knowledge and experience of general abdominal, pelvic, small parts and DVT investigations</p> <p>Ability to prioritise and good time management</p> <p>Demonstrable knowledge of the major issues of healthcare service delivery in a remote and rural environment</p>	<p>Knowledge of advanced imaging techniques and Modalities</p> <p>Carotid Doppler, Vascular</p> <p>Musculo-Skeletal (MSK)</p>
<b>DISPOSITION</b>	<p>Good communication skills</p> <p>Flexible to meet the changing needs of the service</p> <p>Ability to work independently as well as part of a team</p> <p>Professional, confident, open, friendly and honest.</p>	
<b>OTHERS</b>	<p>Able to travel regularly to undertake ultrasound scan lists in satellite department(s)</p>	<p>Driving Licence and use of a vehicle</p>

# A Place to Live

The quality of life in the Western Isles, particularly for those with families, is outstanding: a safe space to bring up children, stress-free commutes with jaw-dropping views, and the opportunity to stroll along our pristine beaches or explore our dramatic scenery on your days off.

Community spirit is at the heart of the Western Isles. It is close-knit and welcoming, residents are proud of the place where they live and are keen to support young and old. The islands have a strong cultural identity stemming from their distinctive history.

Although the islands are remote, you can still keep connected with the wider world. There are frequent transport links to the mainland via ferries and three island airports – Barra, Benbecula, and Stornoway. The Air Discount Scheme (cheaper flights for islanders) and Road Equivalent Tariff (subsidised ferry fares) ensure transport is affordable. High-speed internet is widely available and allows islanders to stay connected globally.

Local Primary and Secondary Schools provide high quality education with the opportunity to learn through the Gaelic language. There is a network of excellent sport and leisure facilities in the Western Isles with annual cultural festivals and venues with live entertainment.

Key worker housing can be applied for through Hebridean Housing Partnership.

## Useful Information

[cne-siar.gov.uk](http://cne-siar.gov.uk) Comhairle nan Eilean Siar (Western Isles Council - for more information on Schools, leisure and culture)  
[visitouterhebrides.co.uk](http://visitouterhebrides.co.uk) (for more information on our islands and what to see and do)

## A Place to Work

NHS Western Isles employs over 1000 staff over a number of sites, including:

- Ospadal nan Eilean Siar (Western Isles Hospital), Stornoway
- Ospadal Uibhist agus Bharraigh (Uist and Barra Hospital), Benbecula
- St Brendan's Hospital, Barra
- A number of GP and Dental Practices across the island chain
- A variety of community-based health services

Being part of a smaller team with a flat management structure provides the opportunity to widen your experience and be involved in a range of planning and decision-making that you might not otherwise experience in a larger setting. Our patients are our community, and there is opportunity to contribute to multi-disciplinary and holistic care to patients and families across healthcare settings.

Support and development are central to NHS Western Isles' ethos, and this involves working in partnership with the University of the Highlands and Islands, NHS Education for Scotland, and other higher education institutions. Our Professional Practice and Learning team will support and advise you on your learning journey. Many opportunities can now be accessed remotely through online learning. Regular clinical training is available and scenario-based learning is available in our recently-installed sim lab.

The Western Isles has a range of employment opportunities in the public and private sector for those that are relocating as a family. Please contact us and we can direct you to vacancies that might be suitable.

All staff are valued equally and we welcome and encourage those from diverse backgrounds to come and work for us.



# NHS WESTERN ISLES BENEFITS

## Pay

The NHS pay system is known as Agenda for Change (AfC) which applies to all staff excluding medical, dental and executive level managers.

The benefits include a standard working week of 37.5 hours, with pay enhancements to reward weekends, nights and overtime working. This ranges from time plus 88% to time plus 30% depending on your pay band and shifts you work.

Distant Islands Allowance is paid to all staff who live in the Western Isles. This is currently £1,117 per year.

## Annual Leave

Annual leave entitlement is 27 working days, rising to 29 working days after 5 years' service and 33 days after 10 years' service. In addition to this, you are entitled to 8 statutory public holidays every year.

## Work-life balance

We understand that balancing work and home commitments can sometimes be difficult.

### Our policies offer:

- Flexible working including home working
- Paid parental leave
- Paid carer leave
- Paid bereavement leave
- Occupational sick pay scheme

## Wellbeing

We recognise that your mental and physical wellbeing is important and we aim to support you in the workplace.

We have a 24-hour confidential helpline to support you and your family through any of life's issues or problems. This includes counselling, family issues, bereavement, financial wellbeing, relationship advice, legal information and more.

## NHS Pension Scheme

All new employees will automatically be enrolled in the NHS Pension Scheme, or if you are an existing member your membership will continue.

### Key features

- Benefits accrued on a Career Average Revalued Earnings (CARE) basis.
- Normal pension age the same as your State Pension Age.
- Pension accrual rate of 1/54th of pensionable earnings each year.
- Valuable death benefits for your dependents.
- Option to take part of your pension and continue working.

Further information on the benefits of the scheme, can be found at [sppa.gov.uk](https://sppa.gov.uk).

## Travel & Transport

We participate in the Cycle to Work scheme, enabling you the opportunity to buy a bike tax-free.

Those who need to travel a lot for work will be eligible for a leased car.

## Right to Work in the United Kingdom

We will support those that are eligible for a certificate of sponsorship to apply for a work visa. Candidates who require a Certificate of Sponsorship can access further information on the UK Border Agency's new points based system that now governs the way individuals from outside the EEA can work in the UK at [bia.homeoffice.gov.uk](https://bia.homeoffice.gov.uk).

