**NHS GRAMPIAN**

**JOB DESCRIPTION**

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| **1. JOB IDENTIFICATION**  **Job Title: Specialist Radiographer**  **Department(s): Breast Screening Service & Symptomatic**  **Mammography**  **Location: Aberdeen Royal Infirmary**  **Hours: 22.5 hours per week**  **Salary: Band 6 (£37,831 – £46,100)**  **Contract: Permanent** |

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| **2. JOB PURPOSE**  To justify and perform radiographic examinations in accordance with current departmental guidelines policies and protocols, while providing a high level of patient care, and producing good quality diagnostic images with radiation dose as low as reasonably achievable.  To train, supervise and evaluate Radiographers, Assistant Practitioners and Radiology Department Assistants.  To ensure the patient journey through the Department is efficient with individual patient needs assessed and requirements met. Ensure effective skill mix in clinical areas.  Justify and perform radiographic procedures in compliance to local radiation protection  safety rules and IR(ME)R and IRR17 guidelines.  To contribute to the improvement and development of the breast screening service in Scotland.  Demonstrate the ability to function competently as a member of the multidisciplinary team. |
| **3. ORGANISATIONAL POSITION** *Clinical Director – Breast Screening*  Clinical Group Co-ordinator Radiology I  Service Manager Radiology I  Radiography Manager I  Superintendent Radiographer (Mammography) I  Specialist Radiographer (this post) |
| **4. SCOPE AND RANGE**  Practices unsupervised in the performance of mammographic examinations, review and assessment for both routine screening and symptomatic breast examinations.  Practices across multiple departments and sites within the Grampian area including Orkney and Shetland.  Takes part in research and trials in all above departments.  Number of Symptomatic examinations - 6,500 per year Number of Breast screening invitations - 26,000 per year |
| **5. MAIN DUTIES/RESPONSIBILITIES**  Practices unsupervised in the performance of mammographic examinations – routine breast screening, symptomatic mammography, review and assessment. |

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| Evaluates referrals for appropriate history and clinical information.  Uses interviewing techniques to gather relevant information from the patient or patient’s representative regarding the appropriateness of the examination and the analysis risk benefit of the examination.  Applies stringent patient I.D. check to ensure examination is undertaken appropriately.  Assesses the patient’s ability to tolerate procedures and evaluates any contra-indications to the procedure such as medications etc or the patient’s inability or unwillingness to tolerate the procedure.  Using professional judgement on information gathered to develop a plan for the diagnostic procedure, adapting the procedure, where necessary, to optimise the diagnostic outcome.  Recognises mammographic characteristics of natural and abnormal tissues and structures, adjusts technique and makes decisions on further views to optimise image quality for diagnosis.  Upon assessment of examination finding, recognise the need for an urgent rather than routine report and takes appropriate action.  Evaluates the patient’s physical and mental status and if necessary records details or contacts the radiologist or breast care nurses for further advice.  Maintains patient records by the input of accurate information onto (RIS/PACS).  Participates in supervision and education and training of trainee mammographers; checking images and supporting performance and development.  Undertakes day to day running and dealing with operational issues of the symptomatic mammography department, liasing with line manager where necessary and recording all actions in department diary.  Performs monthly Self-Audit on Mammograms.  Keep up-to-date in the field of medical imaging through clinical practice, journal reading and attendance at local and national meetings and conferences.  Educates Specialist Registrars in mammography equipment and imaging techniques.  Promotes a positive and collaborative atmosphere with all members of the health care team. Effectively communicates with all members of the health care team regarding the welfare of the patient.  Shares knowledge and expertise with colleagues, patients, students and members Of the health care team. |

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| To assume responsibility for the safety, physical and mental well-being of the patient while in the radiographers care.  To maintain high standards of professionalism and personal conduct according to the Health Professions Council and College of Radiographers standards of professional conduct.  To be responsible under the Health and Safety at Work Act and the Ionising Radiation (Medical Exposure) Regulations 2000 for all aspects of personal, staff, patient and visitor safety within the workplace.  To be responsible for the safe and correct operation of X-ray, and any other associated equipment. To report equipment malfunctions and hazards to the line manager.  To participate in Quality Assurance Programmes and daily care of equipment.  To ensure that regulations covered by the Data Protection Act, including IT security, are observed. To maintain accurate patient records both manually and computerized.  Participates in the decision making process when procuring new equipment by undertaking technical evaluations and making recommendations as to the suitability.  Ensure the implementation of COSHH regulations. Apply infection control policies. |
| **6. SYSTEMS AND EQUIPMENT**  Sophisticated radiographic and IT equipment within Breast Screening, Symptomatic Mammography and Mobile Units.  **Systems**  Query from and data input into the radiology information system (RIS) in order to review previous relevant procedures/record current procedure.  Manually record patient information in patient record cards.  Computers, MISYS – for viewing imaging reports and checking for medical alerts to protect patients from potential risks.  Digital Imaging Archiving – storage/retrieval (PACS).  Manually record patient information on Radiographic Screening Forms 1 and 2 for Breast Screening examinations.  Responsible for turning off generator at the end of working day and setting alarm and securing safety of the mobile unit.  Training in first line resuscitation equipment for clinical emergencies. Moving and handling equipment. |

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| RPS equipment.  **Equipment**  Hologic Dimensions Digital X-Ray Unit Hologic Affirm stereo system  Hologic Selenia Digital X-Ray Unit  Faxitron MX20 Specimen Radiography System Magnification table an accessory equipment Carestream PACS/Workstations  Tormam phantom and Perspex QA tools Hausted chair  Wheelchair hoist  Brevera Biopsy system |
| **7. DECISIONS AND JUDGEMENTS**  Practices unsupervised in the performance of mammographic x-ray examinations.  Evaluates referrals for clinical information and uses interviewing techniques to gather relevant information from the patient. From this information develops a plan for the diagnostic procedure.  Analyses, compares and interprets mammographic images so that a comprehensive outcome is achieved including the clinical decision to perform additional mammographic images.  Uses independent professional judgement to adapt the radiograph to optimise the diagnostic outcome.  Professional judgment employed to act on findings that may require urgent notification to alter patient management.  Facilitate and oversee the development of protocols and policies to support service development.  Use professional judgement on QA test results and take action, where needed, contact QA radiographer and line manager. |
| **8. COMMUNICATIONS AND RELATIONSHIPS**  Excellent communication skills are necessary to reassure and inform women who may be in a highly anxious aggressive state.  A high level of communication skills are also necessary to deal with women who may be hard of hearing, visually impaired, severely disabled or unable to speak or understand English.  Development of diverse interpersonal skills to deal with wide age group of patients.  To work collaboratively with fellow colleagues, radiologists, surgeons, breast care nurses, office staff, Assistant Practitioners, RDAs and physicists to provide a quality, |

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| timely service.  All faults both with machinery or general housekeeping must be reported and dealt with as quickly as possible to ensure that the service is not disrupted. This will involve liasing with engineers and the estates department.  Actively contribute to the wider multi-disciplinary team to provide a harmonious working relationship and understanding of the specialist role of mammography.  Attend clinical, multi-disciplinary meetings. |
| **9. PHYSICAL DEMANDS OF THE JOB**  Dynamic well-developed co-ordination needed for manoeuvring patients and x-ray equipment.  Repetitive action because of specialised department – sustained awkward positions. Frequent moderate effort is required on a daily basis.  Working with speed and accuracy in an area with time pressures and heavy workload. Dealing with diverse age range ability, conditions and physically challenged patients. High degree of precision is required.  Must be able to work under physically and emotionally stressed conditions.  Well-developed pattern recognition is required to detect subtle differences so that a comprehensive outcome is achieved.  Keyboard skills, VDU working continuously – dim lighting/high ambient temperature. Working in restricted space due to confines of the mobile unit.  Driving long distances when mobile unit is in remote location, before and after work.  Staying away from home when mobile unit is located on an island location. |
| **10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**  Dealing with patients who are anxious and emotionally upset due to the examination being detection of cancer.  Appropriately responding to questions from patients where it maybe difficult to be too precise whilst not misleading.  Dealing with cancer patients with emotional and psychological distress.  Constantly maintaining high standard mammograms when working in a busy, repetitive system. |

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| Having audit of images every month to check for image quality.  Must be able to work under physically and emotionally stressed conditions. Sustaining enthusiasm when working in a repetitive environment.  Demand for speed and accuracy from a service with heavy workloads and a short time for each appointment.  Co-ordinating across departments – symptomatic, breast screening and mobile unit. Dealing with an extensive range of patients.  Frequent unpleasant working conditions i.e. dealing with body fluids, odour and theatre specimens. |
| **11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB**  **Training** – suitable qualification (Diploma of the College of Radiographers or BSc in Radiography) leading to registration with the Health Professions Council (HPC). Further qualification; Certificate of Competency in Mammography or Post Graduate Certificate in Mammography. Mandatory update of qualification every 3 years. Essential practical training in manual handling, basic life support, IR(ME)R. Full driving licence is essential.  **Clinical experience** – Specialist Radiographers are expected to have gained clinical experience as a Radiographer for two years prior to progressing to the Specialist Radiographer grade with knowledge and experience in leadership, team building, co- ordinating and managerial skills. Specialist Radiographers are expected to show a commitment to Continuing Professional Development (CPD) and reflective practice. This will be a mandatory requirement to ensure continue registration with the HPC.  **Management Skills** - Knowledge and understanding of managing people; collaborative and negotiation skills; partnership approach; group/team dynamics; information and knowledge management including health informatics; counselling skills; planning and organisational skills. This also includes a knowledge and understanding of the theoretical and practical perspectives relevant to ethical and legal frameworks.  **Behavioural and communication skills** – Highly specialised and detailed knowledge and understanding of psychological, sociological and cultural factors and their relevance and impact upon the management and care of patients undergoing imaging/interventional procedures in general and within mammography. This includes the dynamics of health, illness and healthcare. Also the principles and concepts relating to communication and teamwork.  **Applications and techniques** – Detailed knowledge and understanding of the principles and concepts underpinning the broad range and applications used for imaging the appendicular and axial skeleton, chest and abdomen and soft tissue structures; standard contrast agent procedures to demonstrate GI and GU structures; dentition. This knowledge to be supplemented by a highly specialised and detailed knowledge and understanding of the principles of imaging within mammography, invasive and  interventional procedures. Current trends and developments in applications and |

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| techniques used within diagnostic imaging in general and within mammography.  **Legislative, policy, ethical and research dimensions** – Highly specialised and detailed knowledge and understanding of the legislative, policy, ethical and research frameworks that underpin, inform and influence diagnostic imaging in general and within mammography. Also developments and trends in legislation and health and social care policy, with a focus on issues of particular reference to diagnostic imaging. The quality assurance processes and systems in place and their relationship to current legislation and health policy. The research process, research methodologies and the principles of audit  **Clinical sciences** – Highly specialised and detailed knowledge and understanding of the following with particular emphasis in mammography:- risk-benefit philosophy applied to radiation exposure; the scientific basis for imaging and interventional procedures; pharmacology of drugs commonly encountered within radiology with particular emphasis on contrast agents, associated drugs and radio-pharmaceuticals; drug administration; principles moving and handling; principles of emergency care; principles underpinning assessment, monitoring and care of the patient before, during and after imaging/interventional procedures; principles of infection control.  **Technology** – Highly specialised and detailed knowledge and understanding of the capability, applications and range of technological/computerised equipment used within specialist field. This requires a thorough understanding of the principles of safe and correct operation of equipment and the appropriate application within mammography to ensure diagnostic images produced contribute to the effective clinical management of patients. Current developments and trends in technology and its applications to mammography and diagnostic imaging in general.  **Biological Sciences** – Highly specialised and detailed knowledge and understanding of human anatomy and physiology, including common variants, and its development from the foetus to old age, with an emphasis on its demonstration on diagnostic images but in particular the relevance to mammography. This requires a knowledge of common mechanisms of injury and disease, resulting trauma and their resultant imaging appearances, with further knowledge relevant to mammography. This is also supplemented by radiation pathophysiology and radiobiological concepts and theories and the implications of radiation exposure within specialist field.  **Physical sciences** – Highly specialised and detailed knowledge and understanding of the physical principles of radiation production, interaction with human tissues, modification and protection (including a thorough understanding and the application of the Ionising Radiation (Medical Exposure) Regulations 2000. Knowledge of radiation dosimetry and radiation dose minimisation as applied to diagnostic imaging procedures and the radiation doses and dose limits of performed procedures with particular reference to  mammography. |

**NHS Grampian PERSON SPECIFICATION**

The Person Specification should meet the demands of the job and comply with current legislation. Setting unnecessary standards may, for example, unfairly discriminate against one sex, the disabled or minority racial groups. Applicants should be assessed in relation to their ability to meet the real requirements of the job as laid down in the job description. Shortlisted candidates MUST possess all the essential components as detailed below.

**Post/Grade: Specialist Radiographer**

**Location/Hospitals: ARI, Foresterhill Site, Aberdeen Ward/Department: Breast Screening Centre**

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| **ATTRIBUTES** | **ESSENTIAL** | **DESIRABLE** |
| **Qualifications** | Honours Degree or equivalent in Radiography.  Registration with the Health Professions Council.  Post Graduate Certificate or equivalent in Mammography. (Consideration will be given to anyone willing to undertake this training). |  |
| **Experience** | * Knowledge of NHS Systems eg RIS/PACS | Two years experience in  general Radiography. |
| **Special Aptitude and Abilities** | * Good team player * Excellent communication skills with other health professionals and patients * Ability to work flexibly and multi-task when necessary * Good problem solving and decision making skills * Well motivated and committed to delivering good quality services. * Good organisational skills, accuracy and attention to detail * Commitment to CPD * Mentoring/supervisory skills * Knowledge of statutory national and trust policies |  |
| **Disposition** | * Adapt to changing working environment * Ability to challenge colleagues appropriately * Reassuring * Empathetic * Calm, outgoing personality. * Flexible approach to work * Enthusiastic * Excellent interpersonal skills |  |
| **Physical Requirements** | * Good general health * Absence level within agreed NHS Grampian Attendance Management Policy * Physically capable of undertaking full duties of post * Smart Professional Appearance |  |
| **Particular Requirements of the Post** | * Punctual and reliable * Approachable and friendly with a sense of humour * Calm, confident manner * Self-motivating |  |

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|  | * Enthusiastic * High level of personal and professional credibility * Valid driving licence |  |
| **MAJOR RISKS IN DOING THIS JOB** | | |
| *Please indicate the major risks the job holder could face in doing this job e.g. lifting patients/objects, working with hazardous substances, dealing with violence and aggression.*  ***MANUAL HANDLING/RADIATION HAZARDS/LONE WORKER/INFECTION***  *If there are no major risks for the job holder please tick this box* | | |