

UNIVERSITY HOSPITALS OF DERBY AND BURTON NHS FOUNDATION TRUST

Job Description

JOB TITLE: Radiographer Band 5

REPORTS TO (Title): Superintendent Radiographer in Area

JOB HOLDER/VACANT/NEW POST: Vacant

DEPARTMENT: X Ray

DIRECTORATE: Assessment & Diagnostics

DATE:

1 JOB PURPOSE

- To perform x-ray examinations in all areas of the X-ray Department on any site, and provide diagnostic images relevant to the x-ray request.
- To develop core radiographic skills.
- To supervise students, assistants and other staff.
- To support the 24 hour service by providing out of hours shift cover on a rota basis.
- To maintain and promote high professional standards to provide a high quality, efficient and effective diagnostic radiography service.

Trust Core Purpose

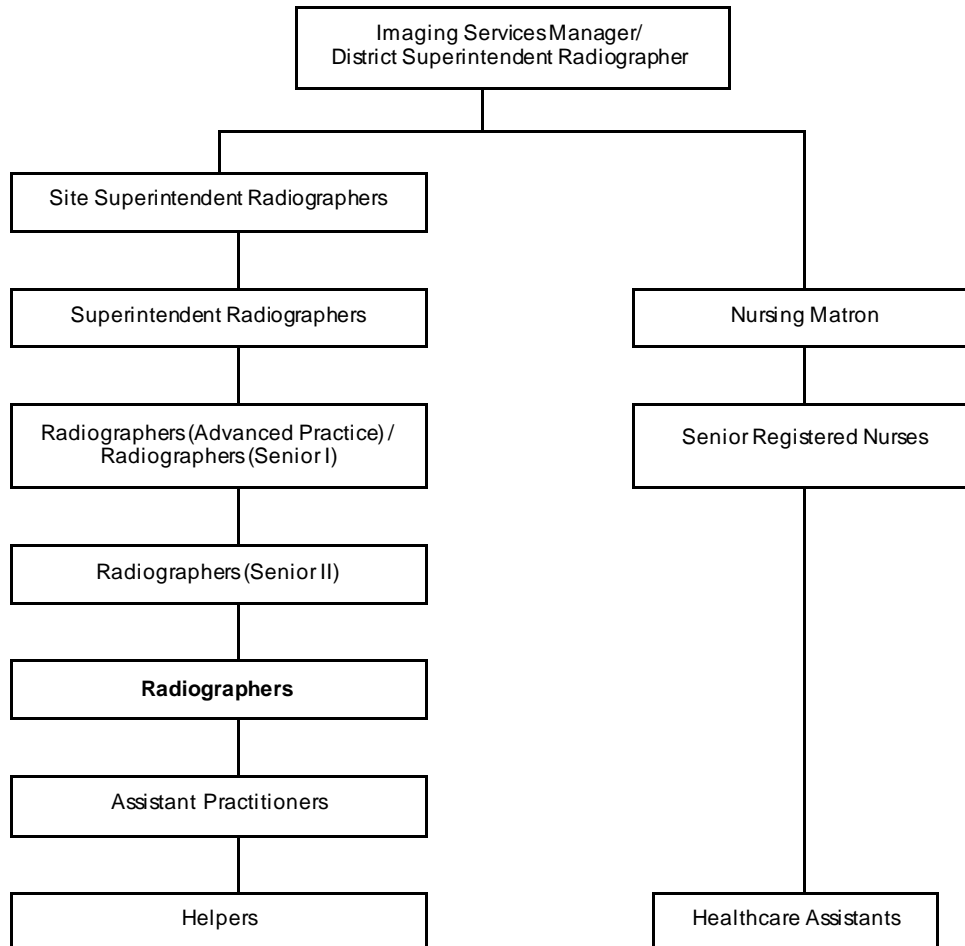
“We will offer high quality healthcare expertise and services. Working as a team, we aim to exceed the expectations of our patients, staff and members”.

“We will continuously improve and develop our organisation, our services and our people, through innovation and the best use of all our resources”.

2 DIMENSIONS

None

3 ORGANISATION CHART



4 KEY RESULT AREAS

- Assess own patients and decide upon the most appropriate way to gain a successful imaging examination, adapting the technique to take account of the patient's physical and mental condition.
- Plan, organise and prioritise own patient workload.
- Follow policies and protocols as defined by the local work area, Imaging Department, Trust or professional body.
- Ensure the quality of service to patients remains high and, where appropriate, provide feedback on proposals for improving services.
- Be responsible for the care and comfort of the patient whilst they are in the Imaging Department and respecting their privacy, dignity and religious and cultural beliefs.

- Assist in the training and supervision of new staff (radiographic and non-radiographic) enabling them to become fully conversant with the duties applicable to them.
- Assist in the training of Student Radiographers and Assistant Practitioners.
- Encourage and practice accurate 'first time right' radiography and strive to achieve quality assurance in all aspects of the radiology service.
- Be able to undertake a wide variety of radiographic techniques, including manual handling, in a safe and secure way as required.
- Participate in department shift system and out-of-hours roster.
- Ensure that all clinical and other information records are fully and accurately completed including the Radiology computer system.
- Ensure appropriate tidiness and efficiency is maintained in the work areas and assist other areas as necessary.

Quality Assurance

- Take part in the quality assurance programme for equipment for the section and assist in equipment testing and documentation following servicing.
- Monitor the performance of all associated equipment and report all potential and actual faults and hazards.

Management of Staff

- Identify to the Superintendent Radiographers/Senior Radiographers where non-qualified radiographic staff performance or behaviour is below an acceptable standard.

Communication

- Adopt the appropriate communication style and method to gain a satisfactory imaging examination for all patients from all referral sources, eg. paediatric patients, psychiatric patients, those with special needs or those for whom English is not their first language.
- Encourage and reassure all patients and carers to co-operate in imaging procedures in order to gain 'first time right' imaging examinations, eg. trauma patients or screening procedures.
- Assist the Senior Radiographers and Superintendent Radiographers in ensuring that effective systems of communication are in place and utilised.
- Contribute ideas and suggestions for service development or patient issues.

- Express any issues of concern to the appropriate manager.
- Liaise with and maintain good working relationships with other disciplines within the Imaging Department and also with other hospital staff groups, as appropriate.

Environment/Health and Safety

- Adhere to and encourage other disciplines to acknowledge all Local Rules and Ionising Radiation Regulations.
- Take reasonable care for the health and safety of themselves, other staff, patients and visitors, with reference to the Health and Safety at Work Act 1974 and participate in Risk Management programmes.

Personal Development

- Show evidence of continuing professional development and attend training courses as identified through the performance management programme.
- Participate in KSF review process
- Take part in audit and research undertaken within the department.

General

- All employers are subject to the requirements of the Health and Safety at Work Act. The post-holder is required to ensure, as an employee, that his/her work methods do not endanger other people or themselves.
- All employees are subject to the requirements of the Data Protection Act and must maintain strict confidentiality in respect of patient and staff records.
- All employees must comply with the Trust's Equal Opportunities Policy and must not discriminate on the grounds of race, colour, nationality, ethnic or national origins, sex, marital status, age, disability or sexual orientation which cannot be shown to be justifiable.
- This is an evolving post and it is therefore expected that the role will change with time. However, any significant changes to the role will be made following discussion between the post-holder and Imaging Services Manager/Superintendent Radiographer.

5 KNOWLEDGE & SKILLS

- BSc hons in Radiography or equivalent.
- State registration.

6 PLANNING AND ORGANISING

- Plans and organises own workload

7 DECISION MAKING

Assesses own patients and makes appropriate decisions re imaging parameters, technique and patient care

8 INTERNAL AND EXTERNAL RELATIONSHIPS + INFLUENCE

The Radiographer will work closely as part of the multi-disciplinary team in the Imaging Department.

Infection Control

Act as a role model and ensure that all team members and others visiting the area give a high priority to policies and procedures relating to infection control in order to maintain a safe clinical environment for everyone.

Data Protection

All staff having access to computer information are subject to the Data Protection Act.

Confidentiality

The Trust requires all staff to maintain a high standard of confidentiality, and any disclosure of information outside the proper and recognised course of duty will be treated as a serious disciplinary offence.

Health and Safety at Work Act

All staff must not wilfully endanger themselves or others whilst at work. Safe practices and precautions must be adhered to.

Smoke Free Trust

The smoke free policy applies to staff, patients, visitors and contractors.

9 JOB DESCRIPTION AGREEMENT

This is an evolving post and it is therefore expected that the role will change with the time. However, any significant changes to the role will be made following discussion between the post holder and Imaging Services Manager/Superintendent Radiographer.

Job Holder's Signature Date

Line Manager/Service Manager:

Signature Date.....

Title