

Job Description

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| Job Title: | Specialist CT & NM Radiographer |
| Job Band: | Band 6 |
| Department: | Radiology |
| Responsible to: | CT & NM Modality Leads |

Why join The Dudley Group?

Here at the Dudley Group our patients and staff are at the heart of all that we do to offer a high-quality patient experience in a caring and supportive environment that aligns with our vision of providing safe, caring, and effective services because people matter.



Job Summary

To work between the CT & Nuclear Medicine departments performing high quality diagnostic examinations in a diverse range of specialist procedures.

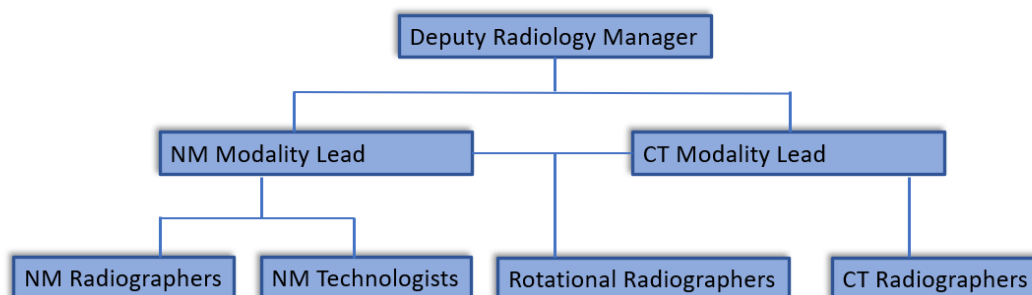
The post holder will act as a core team member in the delivery to perform high quality diagnostic examinations in a diverse range of CT & NM procedures whilst observing the current Ionising Radiation Regulations, Local Rules, areas of radiation safety and legislation governing medical exposure.

To work without supervision when required, displaying the skills and expertise required as a high level of autonomy will be expected. To facilitate and be responsible for the smooth running of a CT & NM scanning lists.

To contribute to the overall direction & development of the service and ensure a consistent and reliable diagnostic service is provided to our patients on a day-to-day basis.

The post holder will be expected to meet service needs participating in any extended day, weekend, and Bank Holiday service and undertake on call duties. Staff would also be expected to rotate to all imaging sites as required by service demands. To train Radiographers, Radiographer Aides, Assistant Practitioners, Apprentices and student radiographers in CT & NM and assist the **CT Principal Radiographer** or **NM Modality Lead** as required with the day-to-day operational management of the CT& NM Departments.

Structure Chart



Principal Duties & Responsibilities

CLINICAL - CT

- To be part of a dedicated specialist team undertaking the clinical workload within the CT department.



- To carry out a diverse range of imaging examinations as required, in accordance with the Ionising Radiation (Medical Exposures) Regulations 2017, maintaining a high professional standard and ensuring that the physical and emotional needs of the patient are assessed and addressed.
- To carry out all types of CT examinations according to department protocols and to take responsibility for modifying these protocols and adapting techniques according to the needs of the patient as required, optimising the examination, and checking images for quality and adequacy.
- To be aware of the relevant safety issues for CT, ensuring that all necessary checking and safety procedures are carried out prior to scanning the patient and that relevant advice and information on preparation is given to patients, carers, and other staff.
- To apply skills and experience to a variety of complex situations, for example in the event of major incident or major trauma, adapting work practice to meet the needs of the individual patient and situation.
- To perform intravenous contrast injections in CT examinations, considering risk factors and utilising checking procedures in line with department protocols.
- To ensure accurate record keeping as required to include:
 - Departmental records of examinations performed.
 - Contrast agents administered.
- To allocate appointments for patients and be responsible for vetting requests to ensure that they are justified in accordance with Ionising Radiation (Medical Exposure) Regulations 2017 and to check all images produced to ensure that they meet the clinical request, departmental standard and that any critical findings, if seen, are brought to the attention of the supervising Radiologist.
- To undertake forensic examinations when required.

CLINICAL - NM

- Working in an unsupervised capacity you will provide a high standard of work in the Nuclear Medicine department, across a full range of procedures which will include SPECT / CT imaging to guide surgical intervention.
- To be aware of the latest regulatory requirements in Nuclear Medicine ensuring that you escalate any non-compliance to the modality lead. Participate in the department's compliance with licences and permits, by auditing radiation doses and radioactive waste discharges.
- Ensure that the patient, patient's relatives/carers receive an excellent standard of support, communicating complex and sensitive information in a clear manner ensuring that they understand and consent to a procedure, understand about any aftercare and know how to obtain the results of the procedure. Give detailed radiation protection advice to service users and NHS staff.
- To perform (after completing training course) intravenous injections for Nuclear Medicine examinations, considering risk factors and utilising checking procedures in line with department protocols.
- Perform Nuclear Medicine examinations to a high standard, whilst observing The Ionising Radiation Regulations, IR (ME) R 2017 and the local rules, ensuring that all examinations are justified in accordance with local protocols.
- To be responsible for own workflow ensuring that clinical requests are acted upon as appropriate.
- To undertake the Post Graduate Qualification in Nuclear Medicine if not already held.

CLINICAL - Combined

- Ensure that any identified critical abnormalities are brought to the attention of clinicians.
- To take participate in any shift systems in operation and Bank Holiday, on-call/standby services provisions or as required, supervising and assisting other out of hours support staff, including clerical staff and radiographic helpers.



- To work in a competent and professional manner, managing the workload of a Scanner/department in terms of time, resources and staff to meet the needs of the Department and ensuring that the clinical request is acted upon as appropriate.
- Report all malfunctions and breakdowns of equipment in accordance with departmental policy.
- Provide a verbal explanation and advice for the investigation, patient preparation, and aftercare to the patient, or their carers/Ward Staff, including how to obtain the results of the procedure.
- Have the necessary experience and skill to deal effectively with verbal complaints, difficult patients or visitors to the department and be able to support more junior staff when required.
- Physically handling and moving patients, to deal with body fluids eg. sweat and blood. Cleaning and decontamination of patients and equipment in accordance with the Control of Infection Guidelines.
- To work in accordance with current departmental and Trust policies and protocols and actively participate in the departmental quality groups actively proposing and developing policies and procedures for the Radiology Department.
- To actively participate in the quality assurance, including performing and recording equipment testing, standard setting, and audit initiatives in the departments to deliver and maintain a high-quality service.
- To maintain and promote effective working relationships in multidisciplinary teams and to promote best practice while undertaking radiographic duties throughout the hospital.

To work in other areas of the Radiology department where necessary to maintain supervision and staffing levels in all hospitals in the Dudley Group of Hospitals. To be responsible for justifying requests for assistant practitioners prior to examination and to check all images produced by them to ensure that they meet the clinical request.

MANAGEMENT/SUPERVISORY

- To assist with the management and supervision of operational duties in the department.
 - Supervising Radiographers and other staff in CT & NM.
 - Supervise areas of the department in the absence of more Senior staff.
 - Respond to enquiries, verbal complaints and problem solving.
 - Ensuring stocks are maintained at an optimum level.
 - Provide technical and practical support to colleagues within the multidisciplinary team.
 - Ensuring optimum use of staff and resources
 - Assisting with administrative and clerical procedures
 - Ensuring 'good housekeeping' within the department
- To represent the CT and/or NM Department as required attending meetings and relaying information received.

TEACHING AND TRAINING

- To be responsible for a designated area of training as determined by the Modality Lead
- To train members of staff in CT & NM eg. Radiographers, Imaging Department Assistants, student radiographers / technologists, apprentices and assistant practitioners.
- To take part in the undergraduate student radiographer training programme.

CLINICAL GOVERNANCE

- To contribute to and participate in appraisal and work to achieve agreed set objectives
- To report adverse incidents and assist with the investigation and action planning following these
- To take part in any Clinical Governance activities within the Department



- To comply with the Health and Safety Policies of the Trust including attend mandatory training and update sessions including manual handling, fire safety, resuscitation major emergency and infection control.

RESEARCH AND AUDIT

- To participate in research projects by assisting in data collection and analysis when required.
- To periodically participate in audits on clinical practice within CT.

PROFESSIONAL

- To Adhere to the Health Professions Council Code of Conduct and maintain appropriate professional Registration.
- Maintain and promote the Professional Code of Conduct, promoting the profession of Radiography within the Trust and the wider environment
- Maintain and update professional skills and knowledge through Continuous Professional Development (CPD) recording evidence of this in a personal portfolio.
- To exercise professional accountability and be aware of own development needs/limitation and actively seek to address these.
- Promote best practice while undertaking imaging duties throughout the hospital, providing a caring, reassuring and comfortable environment for patients and ensure good inter-departmental relationships.

Organisational Values

The post holder will:

Care: You will listen, be respectful and treat others with compassion and kindness.

Respect: You will behave with respect to everyone you meet and encourage an inclusive culture where we respect the contribution everyone makes.

Responsibility: You will take responsibility for yourself and your team.

There may also be a requirement to undertake other similar duties as part of this post to provide a quality service. These will be consistent with the level of responsibilities outlined above.

This job description may be reviewed from time to time considering developments and may be amended in consultation with the post holder.

Location

The Trust provides services from different sites. You may be expected to work at any of the Trust locations. These include Russells Hall Hospital, Dudley Guest Hospital and Corbett Hospital as well as various community-based sites across the borough.

Code of Conduct



It is expected that all staff would be able to show that they live our trust values in their work and that they will deliver the essential behaviours in their role.

Staff are expected to adhere to Trust policies and procedures which establish standards of good practice as well as follow any codes of conduct which are relevant to their own profession.

Equality, Diversity, and Inclusion

All Trust staff have a responsibility to embrace the diverse cultures of both our staff and the communities that we serve, and as such, all staff should ensure that equality, diversity, and inclusion are embedded in their work philosophy and reflected in their behaviour. Equality, Diversity, and inclusion are pivotal to the values and vision of the Dudley Group so that they shape everything that you do every single day.

Safeguarding Children and Adults

All Trust staff have a responsibility to ensure the safeguarding of children, young people, and vulnerable adults. This includes attending statutory and mandatory training, adhering to local Safeguarding Children and Adults policies and procedures and inter-agency guidance as showed in the Trust's Safeguarding policies and procedures.

Improvement Practice

The trust has a long-term commitment to its continuous quality improvement programme; "Dudley Improvement Practice." As part of your role, you will be asked to take part in improvement activity relevant to your post.

No Smoking

The Trust is a completely Smoke Free Organisation and all premises will be considered No Smoking Zones.

Health and Safety

The Trust has a duty of care to employees and will ensure that, as far as is practical, adequate training, facilities and arrangements for risk avoidance are in place.

It is the individual employee's responsibility, however, to manage their own health and wellbeing.

All Trust employees must follow relevant Health and Safety legislation and the Trust's policies relating to Health & Safety and Risk Management.

Prepared by:

Richard Andrews, Principal Radiographer (CT) & Alex Neale, Modality Lead (Nuclear Medicine)



CARE

A CARING, KIND AND COMPASSIONATE PLACE: We will support people to have joy in work and to treat each other with compassion and kindness.



RESPECT

A PLACE WHERE COLLEAGUES RESPECT ONE ANOTHER: We will behave with respect towards everyone we meet to encourage an inclusive culture where we all believe in and live by our Trust values.



RESPONSIBILITY

A WORKFORCE FOR NOW AND THE FUTURE: Making Dudley the place people want to be and stay because everyone has a role to play and takes responsibility for themselves and their teams.

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| Date: | 17/01/2023 |
| Job evaluation completed: | |
| Job evaluation reference number: | To be aligned to existing band 6 rotational radiographer roles in the trust. (21/178) |



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