##### JOB DESCRIPTION

**JOB TITLE: Radiographer**

**RESPONSIBLE TO: Service Manager**

**ACCOUNTABLE TO: Service Manager**

## **JOB SUMMARY:**

This role requires experienced, confident and fully competent HCPC registered Diagnostic Radiographers who are capable of delivering a high quality, diagnostic service to Practice Plus Group patients. The Radiographer role is seeking flexible, multi-skilled Radiographers who are capable of undertaking a range of general radiography, theatre and mobiles. The service requirements are based upon a flexible, highly skilled Radiography team.

The purpose of the role is to provide Radiography services across the Practice Plus Group Hospital Southampton and the Urgent Treatment Centre.

The role requires a professional approach to the management of patients attending the service for plain film x-ray within the Diagnostics Department. The Radiographer may work autonomously, where clinical supervision and support may be at a distance or as part of a larger team of Diagnostic Radiographers and support staff. They will be expected to provide the necessary professional and clinical practice support for their other team members and peers. The coordination and facilitation of activities during the shift is essential to ensure a seamless service to patients. Like all professional positions, the Radiographer has a professional obligation for training and development (CPD) to maintain their professional registration and a requirement to undertake clinical audit within the sphere and scope of practice of this role within the service.

### Principal Duties and Responsibilities

* The Radiographer delivers high quality, patient focussed care which includes; assessment, planning, delivery and evaluation of care in line with Practice Plus Group’s model of care.
* Work both autonomously and as part of a multi-disciplinary team, managing examination workload effectively and producing a consistently high quality and safe level of care for all patients.
* Clinically justify X-ray referrals using referral acceptance criteria defined within the Practice Plus Group referral and scanning protocols.
* To demonstrate an understand of the principles of Radiation Protection within clinical practice including being responsible for ensuring that the IRMER & IRR Regulations are fully implemented within the service and that safe use of ionising radiation is always achieved.
* Must be capable of prioritising a number of complex activities at any one time to react to the demands of the service and be able to adjust workload to accommodate urgent referrals or equipment breakdown.
* Must be capable of managing work load effectively to ensure the timely completion of examinations.
* Undertake a broad range of Radiographic techniques and be flexible in adapting to

 the requirements of all patients and examination scenarios.

* Communicate appropriately with patients, relatives and other members of staff both

 internally and externally, maintaining patient confidentiality at all times.

* Demonstrate a high level of respect to all patients ensuring privacy and dignity

 are maintained at all times, offering reassurance and confidence in the quality of the

 service provided within Practice Plus Group

* Ensure patient identification is checked prior to commencement of the examination

confirming that patient demographical data provided is accurate and entered correctly

on to all modalities and radiology IT (RIS) systems.

* Maintain cleanliness in all clinical areas using appropriate measures for infection

 prevention and control of disease.

* Maintain all required mandatory training to ensure compliance with the essential standards of quality and safety defined by the Care Quality Commission.
* Demonstrate an understanding of the importance of a clinical governance framework

within the diagnostic imaging department. The post holder will be expected to participate in clinical audit and will have knowledge of quality assurance, incident reporting, risk assessment, information governance and patient experience and engagement.

* Successfully undertake a process of competency assessment which will assess

the candidates ability to fulfil the requirements of a Radiographer. This process

will be undertaken using a variety of assessment methods.

* Take responsibility for ensuring that they engage in regular continuous professional development in order to maintain their professional registration with the HPC and to ensure they are fit for purpose in the role of a Radiographer.
* Demonstrate a knowledge of good Health & Safety practice ensuring that the repetitive nature of this role does not impact on the health and well-being of the individual.
* Fully engage with the Practice Plus Group core values

strategy. These values encourage positive behaviours which are so important in enhancing the patient and staff experience in all Practice Plus Group services

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| **Person Specification for Radiographer**  |

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| **CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| Qualifications & Professional Registration | * BSc in Radiography or equivalent qualification
* Registered with the HPC
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| Experience | * Broad Experience of Radiographic Practice in X-ray and Theatre/Mobiles
* Competency in autonomous radiographic practice
* Ability to provide specialist radiographic views upon request by specialists
* Broad range of competencies matched to Job description and specification illustrated in CV/application form
 | * Post graduate experience as a qualified Radiographer
* Experience of Healthcare in the NHS & Independent Sector
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| **Skills and Knowledge** | * Understanding of Risk Management, Clinical Governance, and maintaining a safe working environment.
* Evidence of CPD and participation in clinical audit
* Sound knowledge of current issues in Radiography
* Good confident decision maker
 | * Flexible approach to work
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| Other Factors | * Enthusiastic, highly motivated and committed
* Ability to cope in stressful situations
* Ability to work in a multi-disciplinary team
* Ability to communicate effectively both verbally and in writing
* Caring attitude to patients
* Customer focus
* Ability to be self critical
* Honesty and reliability
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**Additional Information:**

**Appraisal**

Practice Plus Group operates a system of individual performance review/appraisal for the purpose of agreeing performance objectives and discussing development needs in line with requirements of service need in the operational plan.

**Clinical Governance**

To have responsibility for a commitment to maintaining a high quality service to patients by continual development of practice in the light of research evidence and by audit, based against clinical relevant standards.

**Code of Conduct for Professional Group**

All members of staff are required to work in accordance with their professional group’s code of conduct (e.g. HPC).

This job description is intended as a basic guide to the scope and responsibilities of the post and is not exhaustive. It will be subject to regular review and amendment as necessary in consultation with the post holder.

**Confidentiality**

The post holder is required not to disclose such information, particularly that relating to patients and staff. All employees are subject to the Data Protection Act 1998 and must not only maintain strict confidentiality in respect of patient and staff records, but the accuracy and integrity of the information contained within. The post holder must not at any time use personal data held by Practice Plus Group for any unauthorised purpose or disclosure such as data to a third party. You must not make any disclosure to any unauthorised person or use any confidential information relating to the business affairs of Practice Plus Group, unless expressly authorised to do so by Practice Plus Group.

**Conflict of Interests**

You may not without the consent of Practice Plus Group engage in any outside employment and in accordance with Practice Plus group Conflict of Interest Policy you must declare to your manager all private interests, which could potentially result in personal gain as a consequence of your employment position in Practice Plus Group. Interests that might appear to be in conflict should also be declared.

**Criminal Records Bureau**

It is a requirement of this position that a Criminal Records Bureau disclosure at the enhanced level is undertaken.

**Data Protection**

The postholder must at all times respect the confidentiality of information in line with the requirements of the Data Protection Act. This includes, if required to do so, obtain, process and/or use information held on a computer in a fair and lawful way, to hold data only for the specified registered purposes and to use or disclose data only to authorized persons or organizations as instructed.

**Education and Training**

Personal continuing professional development is encouraged and an annual appraisal system is in place to discuss CPD and ongoing objectives.

**Equal Opportunities**

The post holder is required at all times to carry out responsibilities with due regard to Plus Group UK Equal Opportunities Policy and to ensure that staff receive equal treatment throughout their employment with Practice Plus Group.

**Health and Safety**

As an employee of Practice Plus Group, the postholder has a duty under the Health and Safety at Work Act 1974, to:-

Take reasonable care of the health and safety of themselves and all other persons who may be affected by their acts or omissions at work.

Co-operate with their employer to ensure compliance with Health and Safety legislation and the Health and Safety policies and procedures of the treatment centre, not intentionally or recklessly interfere with, or misuse, anything provided in the interests of health, safety, or welfare, in pursuance of any of the relevant statutory provisions.

**Risk Management**

All members of staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and when requested to, co-operate with any investigation undertaken.

This list of duties and responsibilities is by not exhaustive and the post holder may be required to undertake other relevant and appropriate duties as reasonably required.

**This job description is subject to regular review and appropriate modification.**

**I confirm I have read and understand this Job Description**

**Name of Postholder: ……………………………………**

**Signature: …………………………………...**

**Date: …………………………………...**