**JOB DESCRIPTION**

**Title:** Practice Plus Group Hospital Birmingham, Radiographer

**Managerially**

**Accountable to:** Imaging Lead

**Purpose of Role**

To work closely with the Department Manager and other Radiology Department staff, as part of an integrated team to ensure the delivery of clinically safe, high quality services to patients and users of the service.

To undertake all radiographic duties efficiently and to a high standard, and to adhere to and work within the professional codes of conduct for Radiographers.

To take an agreed personal development programme to extend professional skills and aptitudes.

**Scope of role**

The role has a strong requirement for a candidate who can demonstrate competence in hands on clinical, educational and professional development skills

Clinical and professional role

* To undertake all radiographic duties efficiently and to a high standard, and to adhere to and work within the professional codes of conduct for Radiographers
* To be conversant with all general x-ray, mobile and theatre radiography
* To maintain patients record for all examinations as per department protocol
* To check patient identification and documentation, and assure appropriate radiographic examinations are carried out in accordance with departmental protocols and clinical requests
* To report and record all equipment faults
* To ensure communication with other members of the multidisciplinary team to ensure the smooth running of the department
* To maintain an up-to-date knowledge of relevant Radiographic disciplines
* To take personal responsibility for the quality of his/her professional imaging duties
* To maintain patient confidentiality at all times
* To understand the obligation to maintain fitness to practice
* To be able to use research, reasoning and problem solving skills in delivery of the service
* To be able to draw on appropriate knowledge and skills in order to make professional judgements
* To be able to audit, reflect on and review practice.
* To ensure that the Radiation Protection guidelines, IR(ME)R guidelines and local rules are adhered to at all times
* To participate in the on-call rota or any negotiated system of extended hours which may be introduced
* To ensure at all times, the accurate maintenance of adequate patient, equipment and technical records
* To ensure that the rules and procedures of the Health and Safety at Work Act 1974 are strictly adhered to, and that all working areas are kept safe for patients and staff

Educational and Professional Development Role

* To identify own personal development needs and ensure that they are met to meet the needs of the department
* To undertake any staff competency assessments required and be willing to develop own practice to extend duties to cover additional imaging modalities provided within the department as required
* To attend mandatory and professional training updates as required by the Practice Plus Group and professional bodies
* To understand and become fully conversant with the Practice Plus Group competency model and its application

**Additional information**

In addition the successful candidate will be required to adhere to the following:

Education and development

To participate in appropriate training courses or updates in accordance with mandatory requirements and individual personal development plans in line with Practice Plus Group policies and procedures.

Professional

To adhere at all times to the Professional Code of Conduct, and any other professional guidelines/documents. To comply with guidelines issued from time to time by the UK professional body or any other professional association relating to the practice of your speciality, together with guidance issued from time to time by other competent agencies on clinical, medical and ethical issues

Infection control

It is the responsibility of all individuals to comply with infection control policies and to attend any appropriate training requirements in line with Practice Plus Group’s responsibility to comply with Government Directives and associated codes of practice and take appropriate action where non-compliance is evident.

Conflict of interest

It is responsibility of all staff to ensure that they do not abuse their official position to gain or benefit their family or friends.

Confidentiality

The post holder must preserve the confidentiality of any information regarding patients, staff (in connection with their employment), and Practice Plus Group business and this obligation shall continue indefinitely. This is also in accordance with the Code of Confidentiality and the Data Protection Act 1998.

Health and safety

Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974), to ensure that the agreed safety procedures are carried out to maintain a safe environment for patients, employees and visitors.

Risk management

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

Vulnerable Adults Abuse
The patients referred to us for care must be able to trust that not only will they be safe from any abuse, bullying or intimidation from any member of staff but that suspicions of external abuse will be dealt with appropriately.

Raising Concerns
It is everyone’s responsibility to draw attention to any practice or behaviour which could put patients or staff at risk.

Equal opportunities

Practice Plus Group is committed to promoting equal opportunities in employment and will keep under review its policies and procedures to ensure that the job related needs of all staff working in Practice Plus Group are recognised.

Practice Plus Group will aim to ensure that all job applicants, employees or clients are treated fairly and valued equally regardless of sex, marital status, domestic circumstances, age, race, colour, disablement, ethnic or national origin, social background or employment status, sexual orientation, religion, beliefs, HIV status,

gender reassignment, political affiliation or trade union membership. Selection for training and development and promotion will be on the basis of the individual’s ability to meet the requirements of the job.

This job description is subject to change in consultation with the post holder to take into account changing organisational needs.

**PERSON SPECIFICATION FORM**

**Job title:** Radiographer

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| **Factors** | **Essential** | **Desirable** |
| 1. Physical requirements
 | * Satisfactory Occupational Health clearance for the role specified.
* Able to wear lead aprons for long periods if required.
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| 1. Education and qualifications
 | * BSc in Radiography or DCR (Diploma of College of Radiographers).
* Registration with the HCPC.
* Evidence of continuous professional development.
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| 1. Previous experience
 | * General Radiography experience.
* Evidence of recent completion of BLS resuscitation skills, manual handling and fire evacuation/safety courses.
 | * Clinical Audit Experience
* Recent MRI experience
* Experience within the acute hospital sector
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| 1. Skills, knowledge and abilities
 | * To be able to work on own initiative, unsupervised.
* Good written and verbal communication skills.
* Fluency in written and spoken English.
* Ability to work flexibly within the needs of the service.
* Good computer skills
* Able to make own Decisions.
* Demonstrate knowledge of current developments in Radiographic techniques.
 | * Up to date hands on clinical skills
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| 1. Aptitude and personal characteristics
 | * Good interpersonal skills.
* Able to work under pressure.
* Flexible and adaptable.
* Motivation to provide a high standard of service.
* Good attention to detail.
* Able to work as part of a multi-disciplinary team.
* Innovative
* Able to provide support and encouragement to colleagues
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