

**TITLE:**  Clinical Specialist Radiographer (Permanent)

**LOCATION:** Radiology Department, The Rotunda Hospital

**RESPONSIBLE TO:** The Master

**Reporting to:** Lead Consultant Paediatric Radiologist and Radiology Services Manager

#### HOURS OF WORK: 37 Hours per week (there is an on-call commitment of 1 : 3 to this

 post as part of a 24/7 Radiography service)

**PROFESSIONAL QUALFICATIONS & EXPERIENCE:**

* Possess a BSc in Radiography or equivalent Diploma of the College of Radiographers or a qualification that is at least equivalent to this Diploma Degree.
* Not less than 6 years post qualification experience

Preferably have completed or commenced a relevant Training Programme in Ultrasound in addition to the degree or Diploma equivalent

* CPD skills in Radiation Safety either through accredited Radiation Safety courses
* And /or evidenced departmental support quality assurance testing as required by the RPA and attached conditions as they apply by the EPA Office of Radiological Protection for a Licence Holder
* Have excellent interpersonal and communications skills & a high capacity for responsibility and individual initiative
* Demonstrate adaptability to the rapid changes taking place in the health services
* Prior working knowledge of PACS with McKesson as preferred (but not exclusive to) supplier

**KEY RESPONSIBILITIES & ACCOUNTABILITIES:**

**Service Delivery**

* Provide clinical leadership as a team member which results in the delivery of an effective, efficient, quality assured and patient centred Radiographic service.
* Adhere to operational policies, protocols, and guidelines to maximise utilisation of resources and partake in systematic audit of such usage.
* Ensure availability to partake in on call roster (cover 1:3 on a 24/7 basis)
* Participate in the delivery of Hip Ultrasound service or after a period of appropriate ultrasound training, participate in the delivery of Hip Ultrasound service
* To be aware at all times of the need to minimize risk to yourself, patients and other staff by ensuring compliance with all Health & Safety procedures & to comply with Hospital policies on the reporting on hazards, incidents etc.
* Ensure compliance with all legislation & E.U. Directives on Radiation Safety.

**Staff Management/Leadership**

* Partake in professional training requirements for radiography staff as appropriate for the delivery of an efficient service.
* Partake in staff development programmes and individual performance review processes with records maintained in personal CPD folder.
* Develop a shared sense of commitment and participation in the development of the Radiography service.
* Co-operate with the effective use of staff through efficient rostering, skill/grade mix planning, workload measurement and staff deployment.

**Communication/Work Relationships**

* Maintain good co-ordination & communication both within the Department & with other Department & Wards.
* Communicate appropriately with patients taking into account their clinical condition, and to provide reassurance where necessary.
* Report complaints in accordance with the hospital’s policies and procedures
* Familiarise yourself with Q-pulse access to review hospital policies data base

**Quality Assurance**

* Participate and co-operate with any internal or external evaluation of the service
* Ensure you adhere to modern standards of clinical care that are in operation and contribute to regular monitoring through internal audits.
* Adhere to all codes and guidelines relating to professional practice including the maintenance of Quality Assurance standards
* Comply with all legislation and EU Directives on Radiation Safety and adhere to Radiation Safety strategies in the Hospital
* Adhere to Radiation Safety Local Rules and record your acknowledgement and agreement in departmental file record.
* Be aware of National Patient Safety Standards to include Hand Hygiene/Open Disclosure/Incident Reporting and Management

**Budgetary/Finance**

* Highlight to departmental head any potential for efficiency saving though improved practices and innovation
* Manage the use of consumables efficiently within your work location

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| **These duties and responsibilities are a reflection of the present service requirements and may be subject to review and amendment to meet the changing needs of the hospital.** |

**Probationary Period:** 6 months

**Annual Leave entitlement:** 29 working days per year (January to December)

**Salary Scale:** As per Department of Health and Children payscales, one payscale will apply for this dual role.

**Hygiene, Infection Prevention and Control (All Staff)**

The post holder will implement best practice in relation to hygiene, infection prevention and control, adhere to all relevant polices, protocols, procedures and guidelines, carry out and comply with audits/evaluations of service and the act as a role model in the promotion of good hygiene, infection prevention and control standards and practices.

**Health & Safety (All Staff)**

The post holder will comply with health and safety responsibilities as set out in the hospitals policies and procedures.

**Job Specification & Terms and Conditions**

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| **Job Title and Grade** | **Clinical Specialist Radiographer** |
| **HR Reference** | 2017/119 |
| **Closing Date** | As per advert |
| **Proposed Interview Date**  | TBC |
| **Taking up Appointment** | ASAP |
| **Location of Post** | **The Rotunda Hospital Department of Radiology** |
| **Informal Enquiries** | Ms Aine Hahessy,, Radiology Services Manager Rotunda RCSI Group Hospitals01 8171741xray@rotunda.ieahahessy@rotunda.ie |
| **Details/Background to Radiology Service in The Rotunda Hospital** | The Rotunda Hospital was awarded the Maternity Hospital of the Year 2016 at the Irish Healthcare Centre Awards with tributes paid to the Rotunda’s constant attention to new initiatives and innovation. As the largest provider of prenatal diagnosis and treatment services in Ireland, The Rotunda will deliver pregnancies complicated by serious foetal abnormalities who will require immediate NICU admission. The Radiology Department provides vital imaging services (US & X-ray), often on an emergency basis with extensive commitment to the NICU.The Radiology Department is a vital service provider to Neonatal Intensive Care Unit on a 24/7 basis. Scheduled services to Paediatric Outpatients with Hip Ultrasound screening service in the peri-natal period and adult gynaecology including infertility and subfertility diagnostic, Fluoroscopy service. For early 2018, Radiology will commence Gynaecological Ultrasound imaging under Consultant Radiologist governance within the Radiology department.With the national McKesson PACS and very recent commencement of a full electronic health record (EHR) for all newborn babies in Rotunda, Radiology has extended its IT support service network to involve almost all of the 8,589 deliveries (2016). We are a compliment of 4, full time Diagnostic Radiographers, and 1.5 Consultant Radiologists (Adult and Paediatric) with secretarial support. |
| **Reporting Relationship** | The post holder will:* Report to their line manager (Radiology Services Manager) or designated officer.
* Lead Consultant Paediatric Radiologist Dr. Ailbhe Tarrant
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| **Purpose of the Post**  | To provide seemless Radiation Safety Officer services for the Radiology Department and areas throughout the hospital where licenced Radiology equipment is located. Radiology team support in development of radiation safety protocols with bi-annual reports for the Radiation Safety committee. PACS operational management duties on a daily basis in conjunction with continued development of Radiology IT support. Specialist clinical care within a team of Radiographers in the day to day provision of safe and accurate radiography services and inclusion on a 1:3 on call rota (full compliment or 1:2 during holiday period). |
| **Principal Duties and Responsibilities** | General StatementThe position requires a strategic approach to the development of PACS Management and radiation safety services for staff and patients. Fully embracing continuous quality improvement and the management of changes necessary to achieve the department’s objectives in Radiation Safety and PACS. **Details of the role, responsibilities and relationships are as follows:**Leadership and Accountability* Maintain up to date knowledge of clinical, technical and Radiography developments with special reference to Radiation Safety and PACS developments
* Promote awareness within team of best practices in the 2 main areas of responsibility
* Provide a leadership role to Radiology staff and others, advising and implementing change at local and where appropriate at a Network level if required
* Provide Radiation safety leadership which results in the delivery of effective, efficient, quality assured and patient centred radiation protection/ dose reduction services in a Maternity Hospital setting
* Develop a shared sense of commitment and participation among staff in the development of the service across the Rotunda Network
* Bring to the attention of your line manager and Consultant lead Radiologist of any significant developments within your area of responsibility and perform any additional duties as may be assigned from time to time
* Provide a willingness to share knowledge and/or new ideas with staff and colleagues

OperationsDevelop operational policies, protocols and guidelines to maximise utilisation of resources and ensure systematic audit of such usagePlay an active role in the multidisciplinary team, requiring close liaison with Radiographers, Radiologists and Physicist (RPA), Be responsible for the monitoring, recording and reporting of all Quality Assurance checks in compliance with Licence conditions from EPA (Office of Radiological Protection)Give regular feedback through the reporting structure providing regular updates on the day to day running of the clinical area of responsibilityAbide by work place practices including Health and Safety, Infection Control Up to date knowledge of legislative framework for Radiation Protection (2016)Aware of change to legislative framework from February 2018 and introduce change practice and reporting structure/s which will be effective from Early 2018Emergency On call rota* 1:3 or 1:2 On call rota commitment

Quality Assurance (QA)* Ensure that modern standards of QA are in operation and that regular monitoring is undertaken through audit in line with licence conditions
* Maintain good collaborative working relationships and communications with RPA
* Ensure adherence to all codes and guidelines relating to professional practice including the maintenance of Quality Assurance standards and CPD.
* Monitor research and new developments. Participate in relevant research and promote awareness of ongoing and current research with particular reference to Radiation Safety
* Ensure compliance with all legislation and EU Directives on Radiation Safety and adherence with Radiation Safety strategies in The Rotunda.
* Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etcand comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role.

**NOTE:** **This job specification indicates the main role and functions of Clinical Specialist Radiographer. Changes may evolve as required to meet the ongoing needs of the service provision.** **PLEASE NOTE THE FOLLOWING GENERAL CONDITIONS:*** Employees must attend fire lectures periodically and must observe fire orders
* All accidents within the Department must be reported immediately
* Infection Control Policies must be adhered to
* In line with the Safety, Health and Welfare at Work Act, 2005 all staff must comply with all safety regulations and audits
* In line with the Public Health (Tobacco) (Amendment) Act 2004, smoking within the Rotunda hospital campus is not permitted
* Uniform dress code will apply as appropriate to Diagnostic Radiographers,currently under consideration for change.

Risk Management, Infection Control, Hygiene Services and Health & Safety* The management of Risk, Infection Control, Hygiene Services and Health & Safety is the responsibility of everyone.
* Staff will be provided with the necessary education, training and support to enable them to meet this responsibility and training will be structured in collaboration with Radiology’s CPD Officer.
* Staff have a duty to familiarise themselves with the relevant Organisational Policies Procedures & Standards and attend training as appropriate in the following areas:- (All are accessible via Q-Pulse)
	+ Continuous Quality Improvement Initiatives
	+ Document Control Information Management Systems
	+ Risk Management Strategy and Policies
	+ Hygiene Related Policies, Procedures and Standards
	+ Decontamination Code of Practice
	+ Infection Control Policies
	+ Safety Statement, Health and Safety Policies and Fire Procedure
	+ Data Protection and Confidentiality Policies (legislative change 2018)

**Please note** Service needs require that Radiographers are rostered for: * 24/7 emergency on call service

**The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.**  |
| **Eligibility Criteria****Qualifications and/ or experience** | **Candidates must have at the latest date of application:** 1. **Statutory Registration, Professional Qualifications, Experience, etc****(a) Candidates for appointment must:****(i)** Be registered on the Radiographer (Diagnostic) Division of the Radiographers Register maintained by the Radiographers Registration Board at CORU.**And** **(ii)** Have a minimum of 6 years full time post qualification clinical experience in Radiography at the appropriate level of expertise**And****(iii)** **Continuous Professional Development**Possess credits or equivalent experience in the relevant specialty inclusive of activities that are complementary to the role of Clinical Specialist.**(b)** Candidates must have the requisite knowledge and ability (including a high standard of suitability, managerial, leadership and professional ability) for the proper discharge of the duties of the office.**2. Annual registration**

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| (i) | On appointment practitioners must maintain annual registration on the Radiographer division of the Radiographers Register maintained by the Radiographers Registration Board at CORU.  |
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| **Post Specific Requirements** | Demonstrate depth and breadth of experience in Diagnostic Radiography with supporting evidence based CPD portfolio in support of the application for Clinical Specialist Radiographer |