

Isle of Man
Public Service
Careers



Band 5 Radiographer

Diagnostics Division

Job Information

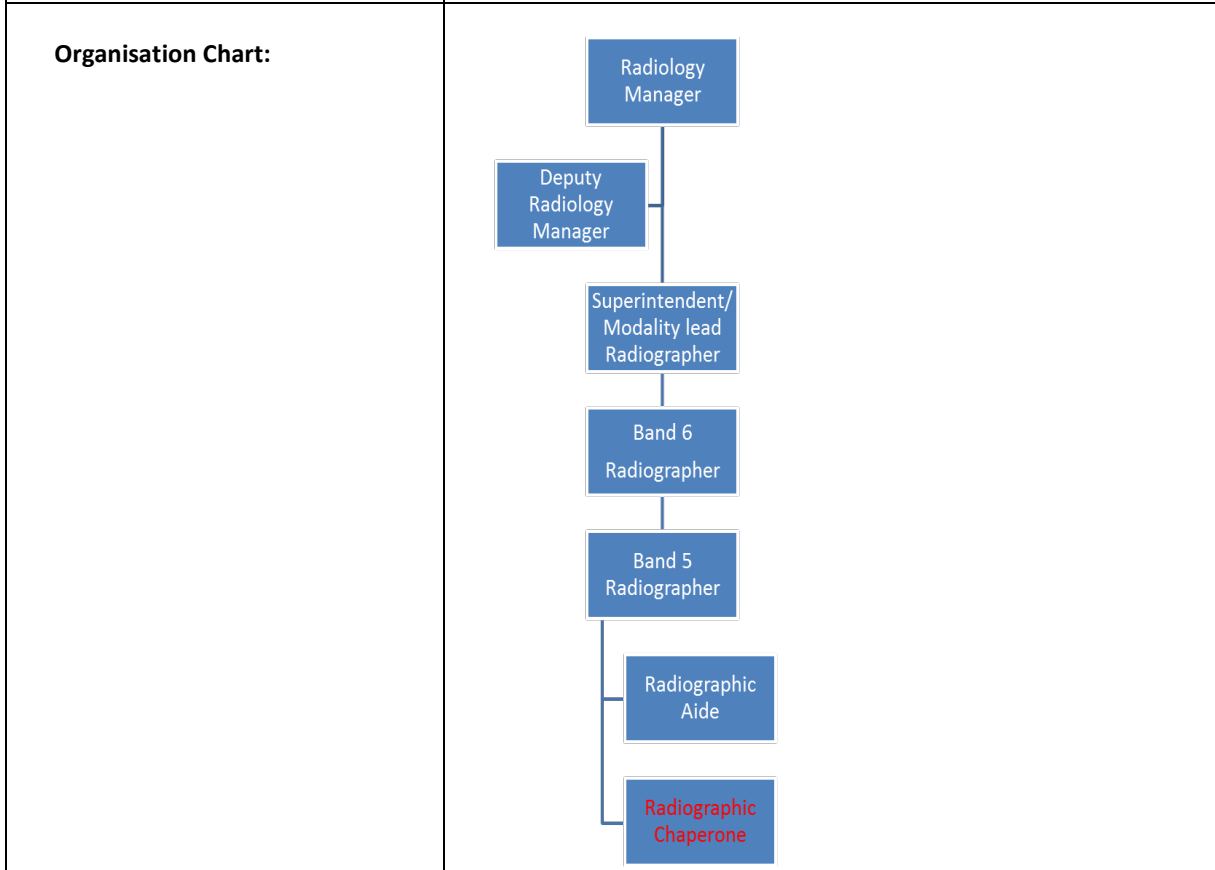
Working together for the Isle of Man



MANX CARE

JOB DESCRIPTION

Job Title:	Radiographer
Location:	Radiology Department Nobles Hospital
Accountable to:	Divisional Clinical Director/ Radiology Manager
Reports to:	Lead General Radiographer
Pay Band:	5
Job Evaluation Reference No:	0335v5/JE/16



JOB PURPOSE

Justify and perform Radiographic examinations, providing direct care and a high quality diagnostic service in order to assist in the management of patients referred from clinicians.

The post holder is expected to possess knowledge and experience of a broad range of imaging techniques and use professional discretion and experience to ensure that best clinical practice is maintained.

KNOWLEDGE, TRAINING & EXPERIENCE REQUIRED TO DO THE JOB

Diploma of the College of Radiographers/ BSc in Radiography.

HPC registration.

Evidence of clinical training and personal motivation (Continuing Professional Development).

Ability to take responsibility and make decisions following guidance from departmental Policies and procedures.

Work as part of a multi disciplinary team.

Willingness to undergo and obtain the Certificate of Competence in Intravenous Cannulation.

Knowledge of aseptic techniques.

Knowledge of Ionising Radiation Medical Exposure Regulations, IR(ME)R 2017.

Knowledge of Ionising Radiation Regulations, IRR 1999.

Knowledge of Local Rules for Radiation Safety.

Knowledge of hospital policies e.g. infection control policy.

Good communication skills to communicate with a wide range of people on a daily basis.

Ability to perform high quality diagnostic imaging.

MAIN DUTIES & RESPONSIBILITIES

To perform all general and CT head radiographic examinations to the highest quality.

Provide diagnostic images for General Practitioners, Dentists and a wide variety of hospital departments to aid patient care, such as Accident and Emergency, theatre, neonatal unit and Medical elderly twenty four hours a day.

In the event of the absence of more Senior staff, be available to directly supervise radiographers and aides.

Clinical

To perform all general radiographic examinations and some interventional examinations e.g. facet joint block to the highest quality.

To assist the radiologists with various specialist examinations e.g. Nephrostomy

To chaperone radiologists during emergency ultrasound examinations after 5pm and at weekends.

Provide diagnostic images for all referring departments to aid patient care, such as General practitioners, Hospital Consultants, Accident and Emergency doctors and other hospital practitioners.

Take responsibility for patient care during radiographic examinations by ensuring safety and wellbeing, including First Aid and Resuscitation.

A duty to give clear, concise explanation to patients (or their representative), who are undergoing a radiographic examination so that they are fully aware of what will occur.

Give information how the patient will receive their results and post examination care.

Take responsibility for correct identification and pregnancy status of the patient using local and national

guidelines. E.g. Ionising Radiation (Medical Exposure) Regulations, IR(ME)R procedure 1, Identification of Patient.

Responsible for creating and checking own radiographic images and maintaining a high standard.

Evaluate images, and make clinical judgements to determine when further images or imaging techniques are required to aid diagnosis, taking appropriate action as necessary.

Assessment of clinical history presented on x-ray request form using own medical knowledge and professional guidelines to carry out the correct radiographic examination.

Participate in a departmental Red dot system for accident and emergency patients to give an indication to the doctor the detection of a possible abnormality on an image.

Adhere to departmental policies and procedures, Hospital policies, Local Rules and the principals of risk management.

Adhere to Ionising Radiation (Medical Exposure) Regulations 2017 e.g. ensure all persons are protected from radiation in a radiation controlled area.

Responsible for recording correctly patient details and entering x-ray request details on to the Radiology Information System (RIS). Also responsible for recording details of post examination factors such as radiation dose.

To check the expiry date of all drugs given to patients and record the administration on the radiology system and in the patient's notes.

Responsible for ensuring the correct information is recorded onto the Picture archive and Communication System (PACS) after each radiographic examination e.g. patient image, radiographer comment.

Work as part of a team to ensure effective communication and delivery of care.

Work independently when providing an on call/ out of hours service to patients requiring urgent imaging due to acute trauma or illness, in a range of presentations and settings. E.g. major trauma, theatre.

Willingness to perform intravenous cannulation for radiographic examinations that requires contrast agents to be used.

To perform rectal catheterisation for barium enema examinations.

Assist in the induction of new members of staff by familiarising them with departmental equipment and procedures they are not familiar with and be available to give advice e.g. local protocols.

Answer clinical questions from clerical staff e.g. examination contra-indications.

To verify passports, print films and sign official documentation for patients undergoing examination for emigration purposes following departmental protocols.

Knowledge of contrast reaction protocols and anaphylaxis reaction following administration of iodinated contrast media.

To develop a knowledge of equipment used in order to be aware of malfunctions and errors and to report such incidents to a more senior member of staff.

To have a knowledge of the quality assurance testing program.

To participate in a daily rota to perform general radiography, screening procedures, mobile radiography theatre and an on call service out of hours.

PROFESSIONAL

Adhere to the Society of Radiographers Code of Conduct e.g. maintain confidentiality.

Maintain professional registration with the Health Care Professions Council (HCPC) by pursuing professional development.

Be accountable for own professional actions working independently.

TRAINING, EDUCATION & RESEARCH

Participate in mandatory training and actively pursue Continuous Professional Development keeping a personal up to date record.

Adhere to Professional code of conduct and standards set out by Society of Radiographers guidelines e.g. confidentiality.

Maintain knowledge of technological and technical advances in methods of diagnostic imaging in order to promote a continuous improvement within the department. This is under taken by courses locally and nationally.

Attend departmental meetings monthly to discuss procedures and policies.

To participate in the departmental appraisal scheme and to utilise the hospital incident reporting system.

To be up to date with contents and whereabouts of the emergency drug box and crash trolley.

PLANNING & ORGANISATIONAL SKILLS

Plan and organise own daily duties respective of work place e.g. Organise own workload during a fluoroscopy session.

Prioritise workload depending on the severity of a patient condition and the direct impact on their management

Work independently when providing an on call service to patients requiring urgent imaging due to acute trauma or illness and prioritise to ensure the most urgent are examined first.

Record information regarding x-ray examinations for audit purposes e.g. monitoring patient radiation dose.

Delegate tasks to radiographic aides and other hospital staff when necessary e.g. when needing assistance with a patient.

COMMUNICATION

Have a good working knowledge of the hospital and other departments.

Confidently and efficiently communicate with patient groups which include; elderly, children, mentally and physically disabled persons, persons with the potential for violent behaviour.

Provide information by explanation of often complex procedures, listening to the patients requirements in order to encourage compliance with the imaging process. Some patients such as the elderly will have a barrier to understanding or be unable to communicate e.g. deafness.

Patient will have injuries or illnesses that will require the adaptation of the imaging technique, utilisation of developed motivational and persuasive skills to acquire correct positioning and reduce mobility to produce an acceptable diagnostic image.

Provide reassurance as to the necessity of an x ray examination involving the risk associated with the harmful effects of radiation.

Provide reassurance and receive information from relatives and carers.

Ask for assistance with, and instruct in methods of immobilisation, maintaining Radiation Protection of relevant individuals.

Communicate clinical information to other colleagues within the department e.g. handover periods.

Query incorrect or unnecessary referrals with medical staff/practitioners in order to reduce patient radiation dose.

Provide advice on guidelines for relevant x-ray examinations.

Provide advice on the nature of an image to medical staff i.e. red dot system.

Deal with verbal complaints at a local level and refer unresolved or written complaints to the Radiology manager.

MANAGERIAL/LEADERSHIP

On a daily basis be prepared to operate imaging equipment in differing and demanding environments, being able to manage an unpredictable work load effectively and interact successfully with fellow health care professionals.

Be able to exercise personal responsibility and make decisions in complex and unpredictable circumstances e.g. imaging in A & E and during theatre during a multiple trauma situation.

CLINICAL GOVERNANCE

Required to undertake mandatory training sessions which include: Moving and handling, Data Protection, Resuscitation training, Fire safety and Infection control.

Assess imaging referrals in accordance with Ionising Radiation (medical exposure) regulations 2000 (IRMER).

Must follow departmental policies and procedures regarding radiological examinations.

Conform to the Society of Radiographers Professional code of conduct for example personal conduct.

Maintain professional registration with the Health Care Professions council (HCPC) by pursuing professional development.

Responsible for patients and other staff safety during the imaging process by ensuring the use of correct protective clothing and ensuring the removal of non-essential persons.

Maintain a high level of expertise in the safe operation of x-ray equipment and report faults immediately to a senior colleague.

Conform to Local rules regarding imaging procedures e.g. patient identification.

Participate in the departmental appraisal system and utilise the hospitals incident reporting system.

Conform to the Health and Safety at work act 1974.

SYSTEMS & EQUIPMENT

Must be able to use the following:

RIS (Radiology Information System) for patient registration, link to PACS and data management.

CR (Computerised Radiography) System including image manipulation and soft ware.

PACS (Picture Archive and Communication System) for storage, access and transfer of images, as well as reviewing images and reports.

Access the internet and intranet to access relevant information for personal and professional development.

Must be able to use and clean the following:

Must be able to ensure safe and appropriate use of, and clean the following equipment:- ceiling and floor suspended general x ray tubes, static x-ray tables with rise and fall functions and a floating top, and an operator console.

Accident and Emergency room with dedicated ceiling suspended x-ray tube for trauma examinations.

Fluoroscopy equipment used for screening examinations including under couch image intensifier, for barium examinations.

Angiography room using stationary c-arm with multi planar movement for interventional procedures such as extremity injections, nephrostomies and facet joint injections.

Mobile x ray units for ward and theatre work.

Mobile image intensifier for theatre fluoroscopy e.g. hip pinning.

Orthopantomogram (OPG) and Cephalostat. Unit used for dental and Maxillo Facial / orthodontic referral.

Label printers.

Stationary grids and cassette holders for use in conjunction with imaging plates to obtain an image.

Patient hoists for transferring immobile patients.

Imaging tables, patients trolleys and wheelchairs for transfer of patients.

Ensure the safe use of pressurised equipment such as oxygen cylinders.

Defibrillator for use in cardiac arrest

DECISIONS & JUDGEMENTS

Be accountable for own professional actions, working independently.

To carry out informal risk assessments on every patient using own skills to assess patients' condition, often acute, and decide on an appropriate method to obtain a radiograph from a range of options.

When acting in the role of the practitioner under IR (ME) R decide whether an x-ray request is justified and that the correct examination to diagnose a patient's condition is undertaken.

Plan and prioritise own workload under the direction of a more senior member of staff.

Assess and evaluate images produced and recognise when further imaging is required.

As the only Radiographer on call in the hospital overnight we have to meet the high work rate demands of Accident and Emergency whilst also covering portables and urgent in patient referrals, assessing complex

acute and other patient conditions e.g. multiple trauma.

Senior radiographers will be available to advise on a daily basis and provide direct supervision and training when required but out of hours decisions about the patient's imaging are made independently.

When on call, recognise when further assistance is required and organise for another radiographer to come and assist i.e. major incident policy.

CONFIDENTIALITY

In the course of your duties you may have access to confidential material about patients, members of staff or other business of the Department. On no account must information relating to identifiable patients be divulged to anyone other than authorised persons, for example, medical, nursing or other professional staff, as appropriate, who are concerned directly with the care, diagnosis and /or treatment of the patient. If you are in any doubt whatsoever as to the authority of a person or body asking for information of this nature, you must seek advice from your manager. Similarly, no information of a personal or confidential nature concerning individual members of staff should be divulged to anyone without the proper authority having first been given. Failure to observe these rules will be regarded by your employers as gross misconduct which could result in disciplinary action being taken against you. In the case of information held on computer systems, you may be held personally liable if you in any way knowingly contravene the appropriate terms of the Data Protection Act 2018.

HEALTH & SAFETY/SECURITY

It is the duty of all employees to work in such a way that accidents to themselves and to others are avoided, and to co-operate in maintaining their place of work in a tidy and safe condition, thereby minimising risk. Employees will, therefore, refer any matters of concern through their respective line managers. Similarly, it is each person's responsibility to ensure a secure environment and bring any breaches of security to the attention of their managers.

SAFEGUARDING

The Isle of Man is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects staff to share this commitment.

Staff must work in accordance with all health and social care policies relating to safeguarding.

CARE

In Manx Care, we pride ourselves on being committed, appreciative, respectful and excellent. CARE represents what we are about, what we stand for and what we value. All our recruitment, performance management and development is based on our CARE ethos.

JOB DESCRIPTION AGREEMENT

I have read and agree with the content of this job description, and accept that the role will be reviewed annually as part of the development review process.

Job Holder's name (please print):

Job Holder's signature:

Line Manager's name (please print):

Line Manager's signature:

Date:

Date:

JOB DESCRIPTION APPENDIX 1

PHYSICAL, MENTAL & EMOTIONAL DEMANDS OF THE JOB AND WORKING CONDITIONS

This section should describe the nature, level, frequency and duration with which you will be expected to deal with physical, mental and emotional effort and the nature, level, frequency and duration of demands arising from inevitably adverse environmental conditions.

Physical Effort

Manipulate and position all patients providing immobilisation when required.

Have the expertise to handle and operate highly specialised and expensive equipment e.g. x-ray machinery.

Be able to work at speed when performing radiographs for a critically injured patient often prior to emergency surgery.

Possess keyboard skills for the entry of data into the RIS, CR and PACS.

Physically able to frequently move a ceiling mounted x-ray tube throughout three dimensions during all shifts. This requires stretching, pushing, pulling bending and crouching.

Walk long distances when pushing a mobile x-ray unit to carry out ward radiography throughout a shift when required which can be fairly often.

The majority of the working day and night is spent standing and walking and bending to position patients for examinations.

Cleaning of x-ray equipment regularly and changing mattress sheets several times a day involves bending and lifting.

Frequent transfer of patients from beds and chairs onto x-ray tables requires the use of safe moving and handling skills. Using mechanical aids where appropriate.

Carry large detectors to and from the x-ray facility constantly all day.

Open and hold heavy lead lined doors frequently.

Mental Effort

Intense concentration is required when assessing and performing examinations constantly throughout the majority of the shift periods.

Complex, precise positioning of patients to produce an image requires intense concentration constantly during the day.

Prioritising workload requires diplomatic skills in discussion with referrers who all believe their patient should take priority.

When on call at night and weekends take responsibility for the entire radiography service alone, managing patients and equipment.

Should imaging equipment malfunction during an examination (occasionally during a theatre case), evaluate the situation and provide an immediate solution e.g. the use of another piece of equipment such as a mobile machine.

To maintain concentration after a considerable lack of sleep from an on call shift.

Requires manual dexterity and accuracy whilst performing intravenous cannulation for radiographic examinations that require contrast agents to be used and during rectal catheterisation for barium enema

examinations.

To work with constant interruptions e.g. telephone and also answer the bleep on call.

Answer queries out of hours and record any messages.

Emotional Effort

Perform radiographic examinations and provide care to terminally ill patients.

Reassure patients and relatives under difficult, sensitive situations such as child abuse.

Provide examinations for critically injured patients in the accident and emergency department, some times bleeding heavily with distorted severed limbs and /or severe burns.

Move quickly from a routine examination to an acute setting due to sudden and unpredictable demand e.g. x-ray of a painful finger with no history of trauma to a victim of a road traffic accident requiring multiple x rays, independently taking responsibility for the imaging service to that patient.

Deal with anxious, uninhibited or potentially angry patients in an enclosed area.

Have an ability to deal empathetically and professionally with patients and relatives receiving diagnoses of major illnesses or cancer.

Ability to focus on the individual patient undergoing a procedure and avoid distractions.

Ability to treat all patients equally irrespective of what pathology has been demonstrated during an examination.

Working Conditions

Exposure to unpleasant odours and bodily fluids frequently throughout all shifts.

Be required to wear heavy lead aprons during fluoroscopy procedures including in a hot theatre environment. Approximate weight 3.9 kilograms - 5.2 kilograms for prolonged periods of time during the session.

Risk of exposure to scattered ionising radiation particularly during fluoroscopy procedures.

Moving from cold air-conditioned areas to hot air conditions in the working areas such as Special care baby unit.

Under the infection control guidelines, dispose of contaminated waste e.g. soiled sheets and ensure proper cleaning of the rooms and equipment.

Occasionally work in very cramped conditions when x-raying patients in small ward side rooms.

Working constantly in an artificial lighting with little natural daylight.

Working constantly with VDUs for radiographic image manipulation.

Exposure to verbal abuse from some patients.

A risk of physical abuse from patients who may be confused or disorientated.

During on call periods we work alone and unaided for the majority of the night.

Often have to clean the equipment and floors if there has been a spillage of blood for example, using the recognised cleaning solution and using protective clothing.

A risk of blood borne infection e.g. interventional procedures, major trauma.

Spend long periods of time overcoming any barriers to understanding e.g. Encouraging compliance from a young child.

AGREEMENT OF ABOVE DESCRIPTION

I have read and agree with the above description.

Job Holder's Name (please print) :

Job Holder's Signature:

Date:

Line Manager's Name (please print):

Line Manager's Signature:

Date:



MANX CARE

RADIOLOGY

RADIOGRAPHER

PERSON SPECIFICATION

CRITERIA FOR SELECTION	ESSENTIAL REQUIREMENTS	DESIRABLE REQUIREMENTS	METHOD OF ASSESSMENT	LINK TO KNOWLEDGE & SKILLS FRAMEWORK
QUALIFICATIONS	Diploma of the college of Radiographers, BSc in Diagnostic Radiography. Health Professions Council registration.	Certificate of Competence in Intravenous cannulation.	CV Pre-employment checks	Personal and People Development
KNOWLEDGE & EXPERIENCE	Evidence of Continuing Professional development. Able to demonstrate good radiographic technical knowledge. Knowledge of aseptic techniques.	Experience of audit. Knowledge of PACS and RIS. An understanding of recent developments within the radiography.	CV	Personal and People Development Service improvement Personal and People Development
SKILLS & ABILITIES	Ability to take responsibility and make decisions about patient imaging following guidance from departmental policies and procedures. Co-ordination and dexterity to move and position patients and equipment in order to obtain optimum images.		CV Interview	Service improvement Protection of Health and Wellbeing Quality

	<p>Ability to work alone or as part of a multidisciplinary team.</p> <p>Ability to communicate with a wide range of people on a daily basis.</p> <p>Knowledge of Ionising Radiation Medical Exposure Regulations, IR(ME)R 2017 and the Ionising Radiation Regulations, IRR 1999.</p> <p>Knowledge of Local Rules for Radiation Safety and Knowledge of hospital policies.</p> <p>Demonstrate good organisational and problem solving skills.</p>			<p>Service improvement Communication</p> <p>Communication Equality and diversity</p>
PERSONAL ATTRIBUTES	<p>Conforms to the Radiographers Professional Code of Conduct.</p> <p>Confident, open, friendly disposition.</p> <p>Highly motivated.</p> <p>Ability to empathise, negotiate and gain co-operation from all patients.</p> <p>Awareness of limitations - follow protocols and procedures but be able to evaluate the need for consultation with a senior colleague.</p> <p>Honest, trustworthy and reliable.</p> <p>To be able to listen and respond positively.</p>		<p>CV Interview</p>	<p>Quality</p> <p>Service improvement Personal and People development Equality and Diversity Communication Protection of Health and Wellbeing Health, Safety and Security</p> <p>Communication</p>
OTHER RELEVANT REQUIREMENTS	<p>Physically able to carry out the requirements of the role.</p>	<p>Isle of Man Worker.</p>	<p>CV Pre-employment Checks Application</p>	

	Satisfactory Police Check.			
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