

Isle of Man
Public Service
Careers



Biomedical Scientist in Histology

Diagnostics Division

Job Information

Working together for the Isle of Man



MANX CARE

JOB DESCRIPTION

Job Title:	Trainee Biomedical Scientist
Location:	Cellular Pathology
Accountable to:	Pathology Directorate Manager
Reports to:	Chief Biomedical Scientist
Pay Band:	5 (Annex T)
Job Evaluation Reference No:	0808v3/JE/15
Organisation Chart: (attached)	

JOB PURPOSE

Cellular pathology Biomedical Scientists are responsible for the preparation of histological and cytological material under specific standard operational procedures to produce prepared slides for diagnosis of disease processes by a consultant pathologist, utilising the most up-to-date scientific methods e.g. immunocytochemistry in conjunction with traditional methods.

Diagnostic work includes gross surgical and post mortem tissue cut up with a pathologist, preparation of tissue blocks, subsequent microtomy to produce stained histological slides that are then assembled into cases and quality controlled before signing out to the consultant pathologist. Non gynaecological preparations are also produced e.g. urine and breast fine needle aspirations.

In addition the post holder will participate in an external gynaecological service with a reference laboratory that will include sending away specimens on a weekly basis to the reference laboratory and inputting the returned results into the laboratory computer information system.

The post holder is required to carry out clinical technical duties in the diagnostic laboratory areas under the supervision of qualified staff whilst gaining the education, training and experience necessary to obtain an accredited honours degree in Biomedical Science leading to registration with the Health & Care Professions Council. A Trainee Biomedical Scientist must attend an accredited university based degree course or top up course and gain sufficient expertise in cellular pathology to be able to pass the examination for State Registration in the prescribed time, normally a period of four years post employment. Attendance at university based courses is normally by block release and expenses are met by the employer. Distance based learning as a way to achieve the qualification may also be considered. A record of progress in training must be maintained as required by the Health Professions Council and Institute Of Biomedical Science.

The department is divided into routine histology including gross surgical cut up, immunocytochemistry and cytology. Staff will be rotated through all sections of the department.



KNOWLEDGE, TRAINING & EXPERIENCE REQUIRED TO DO THE JOB

The post holder is required to carry out clinical technical duties in the diagnostic laboratory areas under the supervision of qualified staff whilst gaining the education, training and experience necessary to obtain an accredited honours degree in Biomedical Science leading to registration with the Health & Care Professions Council. A Trainee Biomedical Scientist must attend an accredited university based degree course or top up course and gain sufficient expertise in histology to be able to pass the examination for State Registration in the prescribed time, normally a period of four years post employment. Attendance at university based courses is normally by block release and expenses are met by the employer. Distance based learning as a way to achieve the qualification may also be considered. A record of progress in training must be maintained as required by the Health & Care Professions Council and Institute Of Biomedical Science.

Entry to appropriate accredited courses requires that the post holder has:

A BSc in a science subject, which following a further period of study at university would be acceptable to the Health & Care Professions Council for registration as a Biomedical Scientist. (Applicants should include evidence from the HCPC to support this requirement)

Or

'A' Levels suitable for admission to a recognised university to study for a part time BSc (Hons) degree in Biomedical Science

Previous laboratory experience is desirable but not essential prior to undertaking this role.

MAIN DUTIES & RESPONSIBILITIES

- To undertake manual and semi automated laboratory investigations under the direct supervision of a Biomedical Scientist e.g. microtomy, tissue processing and automated staining.
- To be trained in correct techniques and procedures and be able to demonstrate this training in a reasonable time and producing a training log book.
- To carry out tasks as laid down in the Standard Operating Procedures in the laboratory.
- The post holder will perform gross surgical cut up and biopsy service with the pathologist under the supervision of Biomedical Scientists as laid down in the standard operating procedures.
- The post holder will perform frozen sections and subsequent staining under the supervision of Biomedical Scientists as laid down in the standard operating procedures.
- To perform specialised staining as an aid to diagnosis using method sheets and standard operational procedures under the supervision of biomedical scientists.
- To undertake technical assessment of results from laboratory investigations under the direct supervision of a Biomedical Scientist.
- The post holder will participate in an external gynaecological service with a reference laboratory that will include sending away specimens on a weekly basis to the reference laboratory and inputting the returned results into the laboratory computer information system under the supervision of biomedical scientists.
- To work in specialised areas e.g. immunocytochemistry under the supervision of qualified Biomedical Scientists.
- To report to the Senior Biomedical Scientist any instance or event which may cause a service delivery failure.
- To undertake preventative maintenance on laboratory instruments under the supervision of a Biomedical Scientist.
- The post holder will organise the specimen storage areas including specimen discard as per standard operational procedures under the supervision of biomedical scientists.
- To prepare reagents required for laboratory investigations e.g. specialised stains.
- To send away cases to reference laboratories on request and log that information into the LIMS.
- To provide daily and weekly maintenance of automated equipment e.g. changing alcohols and xylene on the tissue processor.
- To undertake quality control in all areas of the laboratory i.e. macro and micro checking of slides before



signing out to the surgical pathologist.

- To file both histology and cytology reported request forms and blocks and slides.
- To keep the workplace and workbenches clean and tidy.
- To maintain good work relations with all members of staff and to promote effective teamwork.
- To treat everyone associated with Noble's Hospital with courtesy and respect.
- To ensure compliance with all local and national standards of work practice.
- To maintain and promote the professional image of the department of Cellular Pathology.

CLINICAL

To interpret laboratory test results under the direct supervision of a Biomedical Scientist for example by:

- Preparing tissue blocks and slides for examination and reporting by the surgical pathologist.
- Deciding which tests or procedures are necessary.
- Performing and interpreting immunocytochemical diagnostic tests.
- Operation of automated equipment e.g. Leica Autostainer. Coverslipper and tissue processors.
- To learn how to interpret diagnostic laboratory tests and take appropriate actions, under the direct supervision of a Biomedical Scientist i.e. results of specialised staining on a liver set.
- Referring completed cases to the surgical pathologist.
- Ordering relevant follow-up laboratory procedures.
- Adding technically and clinically relevant comments.
- Referring results for a second opinion to reference laboratories on request.
- Informing the requestor of clinically significant results by report e.g. synovial fluid analysis.

This is complex, sensitive information that must be accurate and may have medico legal implications. It may not be personally generated.

PROFESSIONAL

- Conforms to the HCPC Code of Conduct for Biomedical Scientists.
- Practices Continuing Professional Development (CPD).
- Demonstrates professional behaviour at all times towards colleagues, other health care professionals and members of the public.
- Works towards registration with HCPC.

TRAINING, EDUCATION & RESEARCH

- To undertake method and laboratory instrument evaluation under the supervision of the bench senior.
- To participate in research and development as directed by state registered Biomedical Scientists.
- To be trained in correct techniques and procedures and be able to demonstrate this training in a reasonable time.
- To attend relevant trainee tutorials and talks and ensure training log is completed for State Registration.
- The post holder is required to carry out clinical technical duties in the diagnostic laboratory areas under the supervision of qualified staff whilst gaining the education, training and experience necessary to obtain an accredited honours degree in Biomedical Science leading to registration with the Health & Care Professions Council. A Trainee Biomedical Scientist must attend an accredited university based degree course or top up course and gain sufficient expertise in cellular pathology to be able to pass the examination for State Registration in the prescribed time, normally a period of four years post employment. Attendance at university based courses is normally by block release and expenses are met by the employer. Distance based learning as a way to achieve the qualification may also be considered. A record of progress in training must be maintained as required by the Health & Care Professions Council and Institute Of Biomedical Science.



PLANNING & ORGANISATIONAL SKILLS

- To advise the Senior or Chief Biomedical Scientist when stocks of reagents and consumables are approaching minimum stock levels.
- Organises own workload in allocated area of work under supervision of senior Manx Care staff.

COMMUNICATION

- To develop the skills required to communicate sensitive and complex information to other health professionals in simple language under the supervision of a Biomedical Scientist.
- To use the laboratory information system efficiently and effectively.
- Receives telephone calls from reference laboratories relating to urgent specimens under the supervision of Biomedical Scientists.
- To inform other health professionals of problems with sample labelling under the supervision of a Biomedical Scientist.

MANAGERIAL/LEADERSHIP

- To develop the skills necessary to provide leadership which are required on completion of training.

CLINICAL GOVERNANCE

- To assist the Biomedical Scientists with record keeping, to ensure compliance with good work practices required for the standards of the United Kingdom Accreditation body (UKAS)..
- To undertake work sheet management to ensure that all results are reported within the agreed turnaround time under the supervision of a Biomedical Scientist.
- To participate in Continual Professional Development meeting professional requirements.
- To observe and adhere to local and national health and safety policies.
- The post holder is required to attend Manx Care meetings in order to contribute to discussions relating to development of protocols and procedures withincellular pathology.
- Participates in quality assurance procedures within the department of cellular pathology in order to ensure that all analyses are performed to expected standards by monitoring internal and external quality control material, e.g. internal daily accuracy and precision checking and external comparison with peer group laboratories and reference laboratories using national external quality assurance schemes (NEQAS).
- Reports any untoward incidents to line manager as appropriate.

SYSTEMS & EQUIPMENT

- To comply with local and national policies for the safe, secure and confidential processing, and storage of patient and other laboratory information.
- To use the Laboratory Information Management System according to the authorised protocols.
- To maintain the integrity and accuracy of laboratory databases.
- To enter their own results and results from reference laboratories into the LIMS under the direct supervision of a Biomedical Scientist e.g. cytology results and synovial fluid results.
- Utilises specialist laboratory equipment e.g. automated immunocytochemical stainer.
- Utilises specialist laboratory equipment to aid diagnosis e.g. polarising Microscope.
- Manipulates precision instruments, e.g. pipettes and microscopes.
- Utilises Microsoft Word and Excel packages.
- Uses both the laboratory system and the hospitals Patient Administrative Service (PAS).



DECISIONS & JUDGEMENTS

- Post holder will work under supervision of a HCPC registered BMS within defined Manx Care protocols.

Confidentiality

In the course of your duties you may have access to confidential material about patients, members of staff or other business of Manx Care. 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 Manx 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)

Date:

Job Holder's signature:

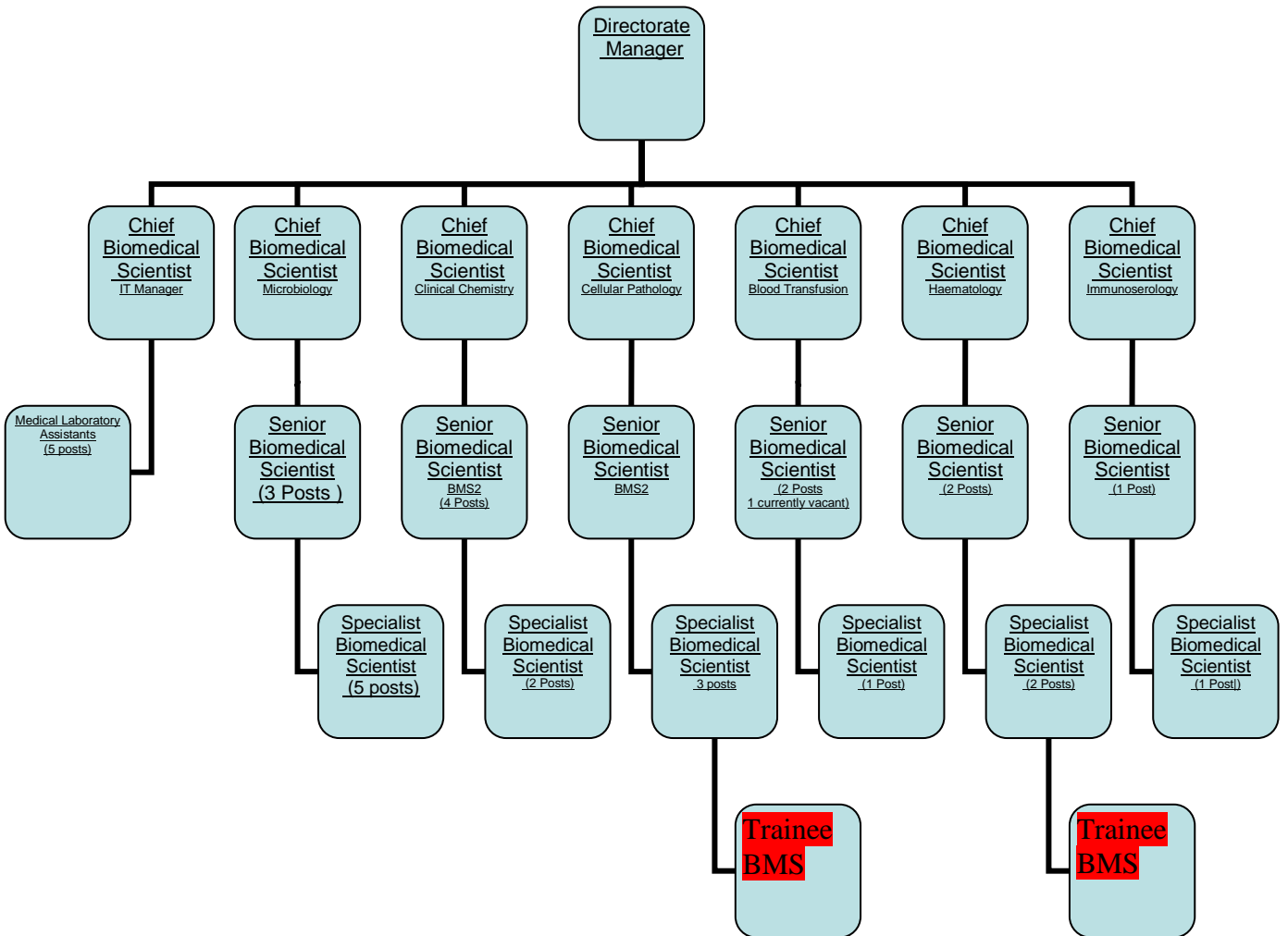
Line Manager's name (please print)

Date:

Line Manager's signature:

PATHOLOGY DIRECTORATE

Trainee Biomedical Scientist in Cellular Pathology





JOB DESCRIPTION APPENDIX 1

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

Physical Effort

- Required to lift and empty boxes of supplies weight up to 20kg.
- Repetitive movements are made when cutting sections to place onto slides, this is a skill acquired by on the job training.
- Keyboard skills are essential for this paper free laboratory in order to use the laboratory computer system and may require considerable time working at a PC.
- Required to sit at a microscope for examining slides (15% of daily activity).
- Required to lift industrial solvents and alcohol drums weighing up to 20kg.
- There are no lifting aids available.

Emotional Effort

- Indirect exposure to distressing clinical details when inputting details into computer relating to patient illness, including terminal disease, sexual assault, children and that relating to permanent disability.
- Ability to cut whole organs so they may fix with formaldehyde, this is a skill learnt from extensive study and qualification and experience to do the job.
- May occasionally have to view bodies in the mortuary in the course of the post.

Mental Effort

- Occasionally interruptions take the form of urgent specimens which have to be processed immediately, work may have to be abandoned and returned to later following completion of this task (few times a day).
- Concentration is required for large parts of the day when validating reports, interpreting results and inputting these results into the computer (time varies from 20% to 40% of working day).
- Concentration is required when undertaking microscopy (time varies from 15-20 % of working day).
- There are frequent interruptions, mainly from telephone calls from hospital and community staff who require results or technical advice.
- Occasionally interruptions take the form of urgent specimens which have to be processed immediately, work may have to be returned to later following completion of this task (once a day).

Working Conditions

- Daily processes, gross surgical specimens which may be infectious (HIV, HCV, HBV).
- Daily handles hazardous chemicals in the process of specialised investigations .e.g. Formalin fixative, industrial alcohols and solvents.
- Possible Infective cytology specimens are processed in a category 2 safety cabinet on a daily basis.
- Works with razor sharp blades on a microtome.

AGREEMENT OF ABOVE DESCRIPTION

I have read and agree with the above description.



Job Holder's Name (please print)	Date:
Job Holder's Signature:	
Line Manager's Name (please print)	Date:
Line Manager's Signature:	



MANX CARE
HISTOLOGY / PATHOLOGY

Trainee Biomedical Scientist
PERSON SPECIFICATION

CRITERIA FOR SELECTION	ESSENTIAL REQUIREMENTS	DESIRABLE REQUIREMENTS	METHOD OF ASSESSMENT	LINK TO KNOWLEDGE & SKILLS FRAMEWORK
QUALIFICATIONS	<p>A BSc in a science subject, which following a further period of study at university would be acceptable to the Health & Care Professions Council for registration as a Biomedical Scientist. (Applicants should include evidence from the HCPC to support this requirement).</p> <p>Or</p> <p>'A' Levels suitable for admission to a recognised university to study for a part time BSc (Hons) degree in Biomedical Science.</p>		<p>CV</p> <p>Pre-employment checks</p>	
KNOWLEDGE & EXPERIENCE		Previous laboratory experience	CV	
SKILLS & ABILITIES	Scientific Background.		CV	
PERSONAL ATTRIBUTES	<p>Good interpersonal skills.</p> <p>Good communication skills.</p> <p>Team player.</p> <p>Honesty and integrity.</p>		Interview	
OTHER RELEVANT REQUIREMENTS	Satisfactory Police Check.	Isle of Man Worker.	<p>Application</p> <p>Pre-employment Checks</p>	