

JOB DESCRIPTION

JOB DETAILS

Job Title:	Senior Radiographer – Band 6
Department / Ward:	Radiotherapy
Division:	Clinical Networked Services
Base:	Main base Oldham but will be expected to work across Christie network

ORGANISATIONAL ARRANGEMENTS

Accountable to:	<ol style="list-style-type: none">1. Radiotherapy Manager2. Principal Radiographers
Other Accountabilities:	<ol style="list-style-type: none">1. Superintendent Radiographers2. Senior Radiographers
Responsible for:	<ol style="list-style-type: none">1. Supervision and guidance of junior colleagues, assistant practitioners, support workers, pre-registration students, other learners and visitors, patients and relatives

JOB PURPOSE

- Take responsibility for running a unit and manage a workload of patients across all areas of the radiotherapy service
 - Manage and co-ordinate radiographic activities and staff within the designated area of responsibility in order to provide an accurate, efficient and high quality radiation treatment service, ensuring the safe and competent use of radiation and the highest standard of patient care, in compliance with the accredited Radiotherapy Department Quality System and in accordance with the Professional Code of Conduct
 - To be actively involved with the development of Radiotherapy Services.
 - Maintain close communication and involvement with all Christie radiotherapy sites and host site
 - This is a rotational post and may involve working in Pre-treatment, Treatment delivery (Protons and Photons) across all Christie sites
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DUTIES AND RESPONSIBILITIES

- To ensure that the highly complex radiotherapy and imaging equipment is safe and accurate to operate, both for staff and patients; undertaking the appropriate machine checks and reporting any variances, faults and malfunctions.
- Undertake and evaluate radiation dose delivery and complex calculations involving a range of radiation types and energies.
- Interpret, monitor and evaluate the treatment prescriptions to ensure that radiotherapy is delivered accurately and reproducibly and in accordance with the quality system.
- Evaluate delivery of radiotherapy through application and interpretation of treatment verification procedures.
- Ensure the team follows appropriate systems and working methods to achieve the safe, timely achievement of workload targets.
- Be able to accurately position patient and operate highly complex radiotherapy and imaging equipment along the radiotherapy pathway.
- Ensure the team keeps accurate records and comply with necessary policies and procedures.
- Analyse systematically and evaluate all data and information relevant to patients' diagnosis, ensuring the patient and their relatives are treated with dignity and respect at all times.
- Communicate confidential sensitive information, and provide emotional support, to patients and their carers/relatives including children and the terminally ill.
- Provide information to patients and their carers with regard to the radiotherapy pathway and expected side effects.
- To communicate accurate and timely information with all other disciplines involved along the patients pathway.
- With the team on the unit, patients and the wider multidisciplinary team manage areas of conflict and escalate as necessary.
- Anticipate and identify common and complex treatment related side effects, offering advice and where necessary refer to other relevant health care professionals.
- To provide, receive and use sensitive information maintaining patient confidentiality at all times in line with information governance legislation.
- Apply safe and effective moving and handling skills in order to protect patients



and staff and abide by Health and safety legislation in the work place.

- Minimise risk of cross infection through contamination by bodily fluids/matter. In accordance of the infection control policy.
- To implement the procedures and work instructions described for the department in accredited quality management system and report any variances.
- Contribute to development of the quality management system by reviewing and writing work instructions and operating procedures.
- Ensure all work and actions comply with local rules and current UK Ionising Radiation Regulations 1999 and IR(ME)R 2000.
- Be aware of and participate in the audit and research within the department and the implementation of new processes and techniques.
- Undertake training and competency to dispense medication under Patient Group Direction (PGD).
- Participate in the extended shift system, bank holidays, weekend working and on-call.
- Any other duties negotiated with the post holder, to develop their role in the Organisation.
- To achieve all the competencies as outlined by the radiotherapy education team within a time period as outlined by line manager.
- Demonstrates values in accordance with the Professional Code of Conduct and accountable for own attitude and behaviour

Supervisory & Managerial

- As a band 6 you will be expected to lead, co-ordinate, supervise and manage a team of staff operating radiotherapy equipment and act as lead practitioner, making assessments and key decisions in regard to workload management, patient care and treatment

Teaching and Training

- As a band 6 you will be expected to provide mentorship and guidance for junior staff and be a good role model.
- Participate in an annual Personal Development Review.
- Attend all essential training and clinical updates as required and ensure your team also attend all relevant training.
- Be capable of assimilating new ideas and techniques and have an ability to assess their value.



- Assist in the supervision and training/teaching of pre-registration students and new members of staff.
- Highlight to line manager all issues of inadequate performance, including capability and poor professional standards, for students and employees. Provide evidence where necessary and requested.

Date Prepared:

Prepared By: Julie Davies

Agreed By: Clare Triffit

Employee's Name and Signature:

Date:

Manager's Name and Signature:

Date:

Date Reviewed:

Reviewed By:



PERSON SPECIFICATION

Job Title: Band 6 Radiographer

	<u>ESSENTIAL</u>	<u>DESIRABLE</u>	METHOD OF ASSESSMENT
QUALIFICATIONS	Graduate level qualification in radiotherapy Registration with the HCPC as a Therapeutic Radiographer	Evidence of post-registration study/education in area relevant to role	Certificates Application Form Interview
EXPERIENCE	Clinical Experience within a treatment setting Experience of quality, governance and service improvement Experience of working within a team environment Evidence of CPD activity	Awareness of contemporary trends in advanced radiotherapy	Certificates Application Form Interview References
SKILLS	Ability to communicate effectively Demonstration of leadership skills Excellent IT skills		Application Form Interview
KNOWLEDGE	Knowledge of the principles of radiotherapy applied to all aspects of the radiotherapy pathway Good knowledge of other relevant legislation, guidance and national working parties in radiotherapy		Application Form Interview
VALUES	Ability to demonstrate the organisational values and behaviours in accordance with the Professional Code of Conduct		Application Form Interview References

Date Prepared: 04/8/22
 Agreed by: Employee
 Date Agreed:
 Date Reviewed:

Prepared By: J Davies
 Agreed By: Manager
 Date Agreed:
 Reviewed by:



GENERAL STATEMENTS:

RISK MANAGEMENT

It is a standard element of the role and responsibility of all staff of the Trust that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

RECORDS MANAGEMENT/DATA PROTECTION

As an employee of the Trust, you have a legal responsibility for all records (including patient health, financial, personal and administrative) that you gather or use as part of your work within the trust. The records may be paper, electronic, microfiche, audio or videotapes, x-ray images. You must consult your manager if you have any doubt as to the correct management of the records with which you work.

HEALTH AND SAFETY REQUIREMENTS

All employees of the Trust have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. Employees are required to co-operate with management to enable the Trust to meet its own legal duties and to report any circumstances that may compromise the health, safety and welfare of those affected by the Trust undertakings.

CONFIDENTIALITY AND INFORMATION SECURITY

As a Trust employee you are required to uphold the confidentiality of all records held by the trust, whether patient records or trust information. This duty lasts indefinitely and will continue after you leave the trust employment.

All Information which identifies individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the Data Protection Act 2018 and should be managed in accordance with this legislation.

TRUST POLICIES

The Trust operates a range of policies, e.g. Human Resources, Clinical Practice (available on the Trust intranet). All Trust employees must observe and adhere to the provisions outlined in these policies.



EQUALITY, DIVERSITY AND INCLUSION

The Christie NHS Foundation Trust is committed to advancing equality, diversity and inclusion for all our patients, other service users and staff. We want to ensure that everyone who works at the Christie or uses our services is welcomed, valued and treated with dignity and respect.

It is your responsibility to understand and work in line with the Trust's equality, diversity, inclusion and human rights policies. You should value others and treat everyone you come into contact with at work with fairness, dignity and respect at all times and uphold their human and other rights.

INFECTION CONTROL

Healthcare workers have an overriding duty of care to patients and are expected to comply fully with the best practice standards. You have a responsibility to comply with Trust policies for personal and patient safety and for prevention of healthcare-associated infection (HCAI); this includes a requirement for rigorous and consistent compliance with Trust policies for hand hygiene, use of personal protective equipment and safe disposal of sharps. Knowledge, skills and behaviour in the workplace should reflect this; at annual appraisal you will be asked about application of practice measures known to be effective in reducing HCAI

ENVIRONMENTAL SUSTAINABILITY

All employees of the Trust have a responsibility to ensure they have an awareness of environmental sustainability issues which affect the Trust and to contribute to the achievement of the reduction of the Trust's environmental and energy performance footprint e.g. (but not limited to) the use of energy consumed in workspaces (heat/light/paper consumed) and to recycle consumable products wherever possible using appropriate facilities.

FLU VACCINATION

All Trust staff must take part in the Trust's annual flu vaccination programme and ensure they receive the influenza vaccination on an annual basis.

