

Band 6: Trainee Echocardiographer Job description and person specification

Department: Cardiology LNW. Based in a host training department with regular travel to academic institution and rotation into hospitals usually local to host department for completion of curriculum and learning outcomes.

Division: Integrated medicine

Responsible to: Designated Training Coordinator/Officer

Accountable to: Lead Cardiac physiologist

Band: Band 6 (super nummary)

Hours: 37.5 hours

Location*: London North West University Hospital Trust: Nph/CMH, Ealing

Liaises with: Liaises with other technical and scientific staff of department/section, and other Trainee Healthcare Scientists across a wide range of departments.

Key working relationships: The trainee will work closely with the training coordinator/officer and more senior members of staff to follow the curriculum for the Echocardiography Training Programme.

The trainee will work in specified areas of the department and be responsible to the Designated Training Coordinator/Officer for their own work and progression through the scheme.

All trainees will be expected to travel to national academic and other courses regularly throughout their training. In some cases, this may involve overnight and/or residential stays. Trainees will undertake a Post Graduate Certificate in Clinical Echocardiography at a designated academic institution specific for the training pathway. Trainees will mainly be based in the host department but may need to attend other local/regional/national scientific services, in order to complete the required pathway work based curricula, as deemed appropriate by the Designated Training Officer.

Trainees will be a part of a national training programme and will be registered with the National School of Healthcare Science based in the West Midlands Multi-Professional Workforce Deanery.

*To meet the needs of the Trust's services you may be required from time to time to work at different locations to your normal place of work.

Our vision and values

Our vision is quality **at our HEART**

Quality...

Delivering quality means consistently meeting requirements and exceeding expectations.

We strive to deliver quality in everything we do – from the clinical care we provide to the employment we offer to the support services and systems that underpin our care.

And in delivering high-quality clinical care, we mean services that are safe, effective, offer a good patient experience, are timely, equitable, and sustainable.

...at our HEART

By placing quality at our heart, everything we do as an organisation should further our ability to deliver quality.

This includes the people we hire, the skills our employees develop, the behaviours we celebrate, how we think and act, the investments we make, our systems and processes, and our organisational values.

Our vision also encompasses our **HEART** values, which were shaped and developed in 2017 by more than 2,500 employees as well as many patients. The values describe how we interact with each other and our patients and underpin everything we do and say to achieve our vision:

- ♥ **Honesty:** we're truthful, we're open, and we speak up
- ♥ **Equity:** we're kind and caring, we act with fairness, and we're understanding
- ♥ **Accountability:** we're professional, we strive for excellence, and we improve
- ♥ **Respect:** we're attentive and helpful, we're appreciative, and we act with empathy
- ♥ **Teamwork:** we involve others, we support our colleagues, and we set clear goals.

You can read more about our vision, values and objectives at lwh.nhs.uk/OWF.

Our objectives

Our objectives set out how we plan to realise our vision. They offer our employees, partners and our community's clarity about what we will do.

- We will provide high-quality, timely and equitable care in a sustainable way.
- We will be a high-quality employer where all our people feel they belong and are empowered to provide excellent services and grow their careers.
- We will base our care on high-quality, responsive, and seamless non-clinical and administrative services.
- We will build high-quality, trusted ways of working with our local people and partners so that together we can improve the health of our communities.

You can read more about our vision, values and objectives at lnwh.nhs.uk/OWF.

Job Summary

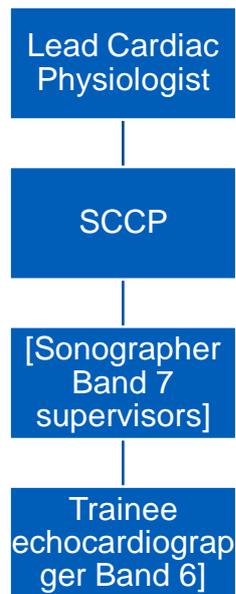
The Trainee Echocardiographer will be employed for a fixed term of 18 months during which time they will work through a programme of learning. In conjunction with and supported by the Designated Training Officer, the Trainee Echocardiographer will be responsible for their own progression through the training programme, completing a mixture of work based competence and experience in NHS scientific departments, completing the learning outcomes as outlined in the Curriculum Library, undertaking the complementary academic Post Graduate Certificate in Clinical Echocardiography and preparing for and completing the BSE Transthoracic Accreditation process.

At all times the Trainee Echocardiographer is expected to work within standard operating policies and procedures of the host department and NHS organisation and adhere to high standards of professionalism, health and safety, risk reduction, confidentiality, patient care and dignity, and respect for equality and diversity as set out in the NHS Constitution.

The Trainee Echocardiographer will be employed by the host department for a fixed term of 18 months during which time they will work through a programme of learning. This will be combined with an academic programme at Post Graduate level over the first year of the programme.

You can edit this section to suit the job. Enter the job summary here. If you need to format text, use the Styles in the Home ribbon, above.

Structure



Job Statement:

The trainee will undertake the full training programme to progress through the academic and practical elements of the training scheme. In so doing they will learn how to perform and interpret clinical, and specialist scientific processes underpinned by theoretical and applied knowledge and practical experience and will learn how to:

- Perform and interpret routine cardiac investigations.
- Perform specialised diagnostics investigations.
- Carry out complex scientific and clinical roles, including those working directly with patients.
- Analyse and interpret and data compare investigative and clinical options.
- Make judgements, including clinical and differential judgements, involving complicated facts or
- Initiate and undertake innovation, improvement and R&D and be involved in the education of healthcare science trainees and other learners in the workplace.
- Carry out audit to continuously improve patient care and service needs.

- Participate in the training and development of both external university students and junior team members.
- Communicate and interact effectively within a multidisciplinary team to ensure a positive patient experience.
- Assist the Principal Cardiac Physiologist and other senior members of the team in the day to day organisation and delivery of the cardiothoracic diagnostic service.

They will be expected to complete all work-based training and assessment alongside the academic course to exit the programme with eligibility for registration with the BSE and the Academy for Healthcare Science (AHCS). Trainees must meet the AHCS Standards of proficiency for Healthcare Science Practitioners.

Post qualification and with appropriate additional experience and competencies, graduates from this scheme would be eligible to apply for Clinical Scientist equivalence and HCPC registration.

In addition, they will be expected to undertake work-based experience to enable them to communicate complex technical, scientific and sensitive information to colleagues within their department in both verbal and written forms.

Example Principal Duties:

Scientific and Clinical Practice

- Undertake a range of clinical and scientific investigations as appropriate to the role.
- Acquire and maintain a high level of professional competence in the performance of all tests, investigations and measurements carried out.
- Interpret and act upon results of tests, investigations and measurements in accordance with departmental policies, procedures and quality systems.
- Comment and advise on new proposals and protocols, especially for service improvements.

Education and Learning

- Successfully complete the training and assessment programme in conjunction with the local Training Coordinator and designated Academic institution to achieve certified competence awarded by the BSE.
- Undertake suitable training within the host department and other placements to successfully acquire core competencies and thereafter maintain the required standards of competence when undertaking duties.
- Take responsibility for own learning and development by recognising and taking advantage of all opportunities to learn, including appraisal, supervision, academic course and problem-based learning and maintaining a personal portfolio of learning.
- Ensure that own learning needs, identified with the Training officer and reflecting the requirements of the curriculum, are met.
- Retain sufficient flexibility and adaptability in learning to ensure full contribution to improving services in response to changing health care needs.
- Maintain knowledge of recent scientific developments and undertake supplementary training to develop both knowledge and skills.
- Attend mandatory training (both vocational and academic) as required.
- Participate in internal and external assessment processes.

Patient Management and Clinical Care

Delivery of patient care – experience and contribution in the following areas:

- Provide support to specialist clinics and specialist treatment interventions
- Perform, report and interpret a range of investigations undertaken indirectly for or directly with patients within a range of care settings
- Specialist care and treatment interventions for patients across the range of clinical pathways and health care settings
- Appropriate clinical and scientific advice and interpretation of analytical results

- Participate in multidisciplinary meetings
- Apply and promote evidence-based practice and use of relevant clinical protocols and procedures
- Ensuring that all equipment used on patients and the public is handled and applied in accordance with health and safety requirements and other national or international guidelines.

Communication

- Communication and interpretation of complex clinical, scientific, and technical information to a wide range of people including clinicians, managers, patients and the public
- Liaise with senior scientists and clinical users of the service on appropriateness of investigations, interventions, and tests.

Quality Audit

- Contribute to audits to inform patient management and clinical care
- Contribute to quality audits relating to accreditation and regulation
- Perform quality assurance, process and outcomes audits relevant to the specialism

Clinical Governance

- Maintain standards for health & safety procedures
- Comply with quality and governance procedures within the department including risk management and risk mitigation
- Maintain high standards of professional and personal conduct
- Ensure that patient safety and experience and effectiveness of service are maximised.

Occasional Duties

- To carry out any other reasonable duties to achieve learning and experience that may be required, which are commensurate with the grade and nature of the post
- This job description outlines the main current duties and responsibilities of the training post. The job description will need to be reviewed and subsequently may be altered. Any resulting changes will be subject to consultation.
- In addition to regular assessment and planning meetings, the trainee will have a biannual meeting to discuss progress and to consider issues relevant to the wider training programme. The post holder will undertake other duties as may be required to achieve the Trust's objectives, commensurate with the grading of the post.

Terms and conditions of service - Agenda for Change

To be tailored to each employer.

General

Successful candidates will be employed on the designated organisation's Terms and Conditions of Service. A full copy of all Terms and Conditions may be obtained from the Human Resources Department and will include a requirement to participate in an annual joint review and work towards the Knowledge and Skills Framework (KSF) requirements of the post. This is a competency framework that describes the knowledge and skills necessary to deliver a quality service. All employees are required to adhere to all relevant healthcare employer Policies and Procedures including Health and Safety, No Smoking and Alcohol and Equal Opportunities Policies.

Health, safety and risk

All designated organisation employees are required to comply with relevant Health and Safety

legislation and the designated organisation Health and Safety Policies. In accordance with

sections 7 and 8 of the Health and Safety at Work Act 1974 employees must

- Take reasonable care of their own and others health and safety whilst at work.

- Co-operate with their employer to enable the employer to comply with the Act.
- Not to interfere with intentionally or recklessly or misuse anything provided in the interests of health and safety.

Confidentiality

Personal information relating to patients and staff is confidential and must be always treated as such. It is a condition of your employment that you will not use, misuse, or disclose any confidential information obtained during the course of your employment (except where such disclosure and/or use is authorised by the designated organisation). Contravention of this condition will be regarded as a serious disciplinary matter. In the case of computerised information, contravention could result in a prosecution for an offence or action for civil damages under the Data Protection Act 1998 and the Caldicott Guardianship of patient information and may also lead to disciplinary action.

Assist in the provision of advice to medical, nursing, and other healthcare staff on the optimal and safe use of scientific procedures and highly complex equipment, including assisting in the design of new facilities.

Assist with the procurement, acceptance and use of medical devices and consumables.

Be responsible for the safe use of complex scientific and medical equipment, including recording all maintenance and calibration procedures performed and any corrective actions undertaken.

Use reagents, consumables, hazardous materials, and equipment safely and in accordance with Health and Safety policies.

Participate in risk management procedures including risk assessment and the investigation and reporting of adverse incidents.

Participate in internal and external audit processes and quality systems.

Undertake R&D within the department as an integral part of training and acquire relevant skills to undertake clinical audit.

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Additional responsibilities

Information governance

In accordance with the Trust's privacy notice for employees, the Trust will hold computer records and personnel files relating to you which contain personal data.

The Trust will comply with its obligations under the General Data Protection Regulation and all other data protection legislation. The data the Trust holds will include employment application details, references, bank details, performance appraisals, holiday and sickness records, salary reviews and remuneration details and other records, (which may, where necessary, include special category data and criminal offence data relating to your health, data held for ethnic monitoring purposes, and regarding DBS checks).

The Trust requires such personal data for personnel administration and management purposes and to comply with its obligations regarding the keeping of employee records. The privacy notice sets out the Trust's legal basis for processing your personal data. Your rights of access to this data are prescribed by law.

You will familiarise yourself with the Trust's data protection policy which sets out its obligations under the General Data Protection Regulation and all other data protection legislation.

You must always comply with the Trust's data protection policy, and you agree that you will only access the systems, databases or networks to which you have been given authorisation.

The Trust will consider a breach of its data protection policy by you to be a disciplinary matter which may lead to disciplinary action up to and including summary dismissal.

You should also be aware that you could be criminally liable if you disclose personal data outside the Trust's policies and procedures. If you have any queries about your responsibilities in respect of data protection you should contact the Trust's Data Protection Officer.

Information security

All staff must adhere to the requirements of the Trust's information security policy, which covers the deployment and use of all the Trust's electronic information systems (i.e. all computers, peripheral equipment, software and data). In serious

cases, failure to comply with the policy may result in disciplinary action and could also result in a criminal offence.

Health and Safety at Work Act (1974)

You are required to take reasonable care for your health, safety and welfare and that of other people who may be affected by your actions or omissions. These responsibilities apply at all times whilst you are at work or on duty, and apply to all Trust premises, also whilst working in the community or on any other Trust business.

Equal opportunities and equalities legislation

It is the policy of London North West University Healthcare NHS Trust that no user of service, present or future employee or job applicant receives less favourable treatment on the grounds of their sex, perceived or actual sexual orientation, marital status, race, religion or belief, age, creed, colour, nationality, national origin, ethnic origin, or disability, or on the grounds of their association with someone in one of these groups; nor is disadvantaged by any conditions or requirements which cannot be shown to be justified.

Patient and public involvement

Section 11 of the Health and Social Care Act 2001 places a duty on NHS organisations to involve and consult patients, the public and other stakeholders in the planning and ongoing development of services. It is the responsibility of each member of staff, clinical and non-clinical to appropriately involve and consult patients, the public and other stakeholders.

Risk management

You are required to contribute to the control of risk and use the incident reporting system to alert the Trust of incidents or near misses that may compromise the quality of services.

Corporate/clinical governance

It is the duty of every employee to fulfil their individual clinical governance responsibilities and their expected contribution to ensuring that the Trust complies with benchmarked standards for quality of clinical care.

Infection control and hospital-acquired infection

Infection control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trust's infection prevention and control policies and make every effort to maintain high standards to infection control at all times thereby

reducing the burden of healthcare associated infections including MRSA. All staff have the following key responsibilities:

- staff must wash their hands or use alcohol hand rub on entry to or exit from all clinical areas and between each patient contact.
- staff members have a duty to attend infection control training provided for them by the Trust.
- staff members who develop an infection that may be transmissible to patients have a duty to contact occupational health.

Safeguarding children and vulnerable adults

Everyone has a personal and a professional responsibility to identify and report abuse. The abuse may be known, suspected, witnessed, or be limited to raised concerns.

Early recognition is vital to ensuring the patient is safeguarded and any other people (children and vulnerable adults) who may be at risk.

The Trust's procedures must be implemented, working in partnership with the relevant authorities. The sharing of information no matter how small is of prime importance in safeguarding children, young people, and vulnerable adults.

As an employee of the Trust, you have a responsibility to ensure that:

- a) you are familiar with and adhere to the Trusts procedures and guidelines for safeguarding children and vulnerable adults
- b) you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

Staff commitment to patient care

You are expected to ensure that patients' needs, experience and safety come first and to treat patients, carers, visitors, and colleagues with dignity and respect.

Health records

Clinical staff must keep accurate and clear information which is essential for the proper care of patients. Clinical and non-clinical staff who handle or use, case notes are individually responsible for the confidentiality, tracking, filing and good order of the case always note as outlined in the Medical Records Policy and the Information Lifecycle Management Policy.

For further information refer to Records Management Code of Practice via gov.uk.

NHS constitution and code of conduct for managers

Staff are required to act in accordance with the legal duties and expectations relating to their responsibilities to the public, their patients and colleagues set out in section 3b of the NHS Constitution and pages 98-109 of the Handbook to the NHS Constitution. For Managerial staff, including anyone with supervisory responsibility, the core standards of conduct set out in the NHS Code of Conduct for NHS Managers (2002) or any subsequent amendments.

This list is only an indication of the main tasks required to be performed. It is not an exhaustive list of duties and responsibilities and may be subject to amendments to take account of changing circumstances.

The Trust reserves the right that you may be required to undertake such other duties and/or hours of work as may reasonably be required of you commensurate with your grade at your normal place of work or from another location within the Trust.

Person specification

Job title: Trainee Echocardiographer

Division/department: Integrated medicine, Cardiology

Requirement	Essential	Desirable
Education/ qualifications	<ul style="list-style-type: none">• A 1st or 2:1 in Cardiac Physiology (PTP) or a relevant scientific subject (examples include Physiology, Pure or Applied Physics, Biology or Human Biology, or Sports Science (if significant scientific content) or equivalent experience and appropriate underpinning knowledge and skills in cardiology - as evidenced for example by appropriate voluntary registration with the Registration Council for Clinical Physiologists or Academy for Healthcare Science.• ILS• HCS/member of BSE	<ul style="list-style-type: none">• Application, Interview

<p>Knowledge and experience</p>	<ul style="list-style-type: none"> • Understands the role of an Echocardiographer in healthcare and disease and its application in a healthcare setting. A committed, in-depth interest in Echocardiography and its application to direct clinical care of patients in a clinical environment. • Knowledge acquired through study and experience to formulate appropriate advice and judgements, including clinical judgements involving facts or situations that impact on patients. • Understand quality control and management assurance in a science or work-based context. • Ability to develop proficiency in the performance of routine and complex techniques currently in use. (ability to follow Standard Operating Procedures accurately) • Able to identify problems associated with scientific equipment, inappropriate testing, incompatible results and to investigate these, plan corrective action, confirming appropriateness with senior colleagues and follow up. • Ability to analyse and assess scientific, technical and medical literature. • Ability to use, maintain and troubleshoot scientific equipment. • Good IT skills and knowledge of common computing packages for word processing, spreadsheets, presentation packages and 	<ul style="list-style-type: none"> • Application, Interview
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Requirement	Essential	Desirable
	<p>databases.</p> <ul style="list-style-type: none">• Ability to analyse complex information..	

<p>Skills, abilities and attributes</p>	<ul style="list-style-type: none"> • Excellent interpersonal and communication skills, both writing and speaking in English language. • Explain analytical, scientific and clinical aspects of the work to a variety of people including scientific colleagues, clinical professionals, service managers and patients and to listen to their needs. • Make formal presentations to groups of colleagues. Application and interview Good active listening skills to build rapport with the listener to encourage an open discussion. • Self-aware and flexible enough to adopt a range of evaluative or empathising listening styles according to the needs of the listener and the situation. • Ability to work autonomously in the planning and execution of their own work and under the guidance of their Departmental Supervisors. • Flexibility to acquire the skills to organise, plan and monitor the workload of others. • Ability to work under pressure (emotional resilience and ability to prioritise and plan work). • Under guidance develops good interpretative skills in the formulation of advice to multi-disciplinary team members on diagnosis and appropriate treatment of patients. Good personal organisational skills. • Effective team worker, willing to adopt a role working in collaboration with others. • Good understanding of ethics and professional practice, the 	<ul style="list-style-type: none"> • Application, Interview and References
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Requirement	Essential	Desirable
	<p>NHS constitution, and the importance of patient-centred care.</p> <ul style="list-style-type: none"> • Ability to support patients (or their carers) including those with a range of acute or chronic clinical conditions and disabilities in a variety of healthcare settings. • Reliable and flexible. • Ability to perform a wide range of duties according to the Job Description. • Highly developed co-ordination skills with good dexterity and hand-eye co-ordination and those skills required for the performance of fine analytical techniques. <p>Ability to meet the travel requirements of the training role</p>	
HEART values	<p>Demonstrate commitment to Trust HEART values: honesty, equity, accountability, respect, and teamwork.</p> <p>Demonstrate commitment to place Quality at our HEART</p>	<ul style="list-style-type: none"> • Interview

Person specifications should be kept to a maximum of 25 bullet points

Job description and person specification drafted / amended by

- Name: Sara Rawlins
- Designation: Lead Cardiac Physiologist
- Date: 22/04/2024

Job description and person specification agreement

Job holder's name: [Click or tap here to enter text.](#)

Date: [Click or tap to enter a date.](#)

Line manager's name: [Click or tap here to enter text.](#)

Date: [Click or tap to enter a date.](#)

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