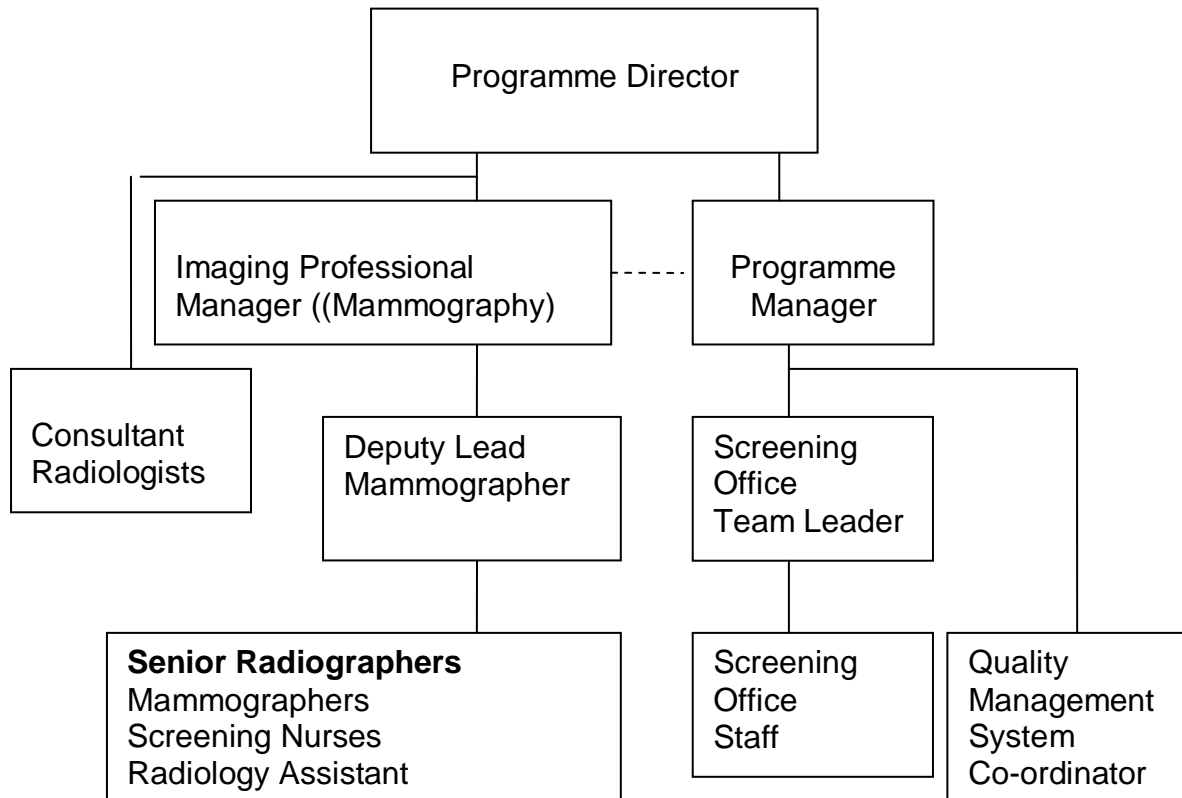




**JOB DESCRIPTION**

|                       |   |
|-----------------------|---|
| <b>JOB TITLE</b>      | SENIOR RADIOGRAPHER: MAMMOGRAPHY              |
| <b>BAND</b>           | Band 6  |
| <b>DEPARTMENT</b>     | The Parapet                                   |
| <b>RESPONSIBLE TO</b> | Imaging Professional Manager (Mammography)    |
| <b>LOCATION</b>       | Based at The Parapet, KEVII Hospital, Windsor |

**DIMENSIONS OF JOB:**



To participate in the radiographic operation of the breast assessment unit, based at King Edward VII Hospital, Windsor. The unit incorporates both symptomatic and NHS Breast Screening Programme examinations. The service has mobile units which visit surrounding areas. The post holder would work in accordance with the agreed operational policies of the Parapet Breast Assessment Unit and the National Health Service Breast Screening Programme (NHSBSP).

Extended days are occasionally required the post holder will be expected to participate.

## **PURPOSE OF JOB:**

- To produce high quality mammographic images, perform other mammographic procedures and assist with ultrasound examinations in accordance with accepted practice and protocols within the Parapet Department.
- To assist with caring for specialist equipment and performing quality tests.
- To input accurate patient data into the Radiology Information System and National Breast Screening System in a timely manner.

## **KEY TASKS & RESPONSIBILITIES:**

### **Clinical**

- To provide a specialised clinical technical service in order to produce radiographs of the highest diagnostic quality using as low a radiation dose as reasonably achievable whilst adhering to time constraints.
- To maintain an exceptional standard of patient care.
- To undertake all breast imaging examinations as required in screening, assessment and symptomatic clinics.
- To rapidly assess patient personality type and respond accordingly to elicit & document relevant clinical history within the time allowed, while also explaining the procedure, gaining consent, informing & advising the patient.
- To possess highly developed physical skills where a high degree of precision & accuracy is essential.
- To ensure the day-to-day smooth running of clinics when out on the mobile vans.
- To provide specialist, in-depth complex and often sensitive information and support to women in the screening environment but especially during assessment and symptomatic clinics. This may also necessitate overcoming barriers to understanding.
- To assist in interventional procedures including digital stereotactic biopsy, vacuum biopsy, pre-operative wire localisations and use of the digital specimen cabinet.
- To ensure the mobile screening units are maintained as a suitable environment for staff & patients.
- Maintaining stock control of all consumables on the mobile vans.
- To positively promote breast awareness and be involved in all aspects of health promotion.

### **Policies & procedures**

- To work with in the NHSBSP policies and procedures.
- To take delegated responsibility for the relevant legislation relating to health & safety, ionising radiation regulations, IR(ME)R and procedures for ceasing screening when equipment fails to perform to quality/safety standards.
- To work within the guidelines of the quality management system and undertake audit on a regular basis.

### **Technical**

- To be fully competent with the operation of all imaging equipment within the department, to use this equipment safely and in accordance with good radiographic practice.
- To be fully competent in the use of PACS (picture archiving communications system) and RIS (radiology information system).

- To undertake all daily, weekly and monthly quality control tests as detailed in the unit QA manual, ensuring optimum conditions are in place before commencing clinical work and to record findings.
- To have the underpinning knowledge to analyse QA test results and to know how & when to take remedial action, including reporting to a superintendent radiographer and liaising with engineers as necessary.

### **Education, Training And Audit**

- To undertake CPD and further training as necessary to fulfil the professional role and the standard required by the HPC.
- To maintain HPC Registration and abide by the Professional Code of Conduct.
- To participate in department and Trust wide audits and audit presentations as required
- To participate in peer review of images to identify trends/problems, devise remedial action and improve standards.
- To participate in Research & Development projects when required.
- To attend all mandatory training courses.
- To participate in departmental meetings, and performance planning.

### **Physical skills & mental effort**

- To maintain extremely high standards and be able to maintain on-going physical effort whilst undertaking high numbers of repetitive examinations in cramped conditions.
- To maintain concentration when working to a predictable and repetitive work pattern.
- To assess and adapt technique to accommodate clients with physical or mental disabilities including wheelchair users and clients attending with an advocate.

### **Emotional effort**

- To employ counselling skills with highly distressed clients at assessment sessions when radiographer is first point of contact. Empathic & reassurance skills are essential.
- To maintain sensitivity at all times to the emotional needs of patients when they have been given a diagnosis of cancer. This is a frequent occurrence in the Breast Screening unit.
- To treat each client as an individual whilst working under pressure and within the time constraints as laid down by the NHSBSP.
- To be able manage adults with challenging behaviours.
- Maintain sensitivity when frequently exposed to highly unpleasant working conditions including direct contact with body fluids and offensive body odours.

### **Management and Supervision**

- To Supervise Assistant Practitioners
- To be responsible for the induction of new staff
- To supervise and train student Radiographers and support delivery of the training programme and assessment

### **Service Delivery and Quality:**

- Values rather than duty to positively support the introduction of Government, Trust, and Departmental quality and business initiatives within the Radiology Department.

- To actively encourage staff and patient feedback as part of the departmental quality initiative.
- To maintain the high standards of the department by contributing towards individual and team objectives.
- To maintain good communication and relationships with a number of stakeholders including patients and other users of the service.
- To convey factual information regarding examinations and procedures to patients following departmental procedures.
- To participate in the Breast Screening Service Quality Assurance Programme.

#### **Risk Management / Health and Safety**

- Comply with all legislative obligations, - in standard clauses the Code of Practice for the use of Ionising Radiation (IRR 99/00 & IR (ME) R) and local radiation rules and departmental policies.
- To support the implementation of the Radiology Department Risk Management strategy and policy and the no blame culture.
- To ensure that any problems are brought to the attention of the Imaging Professional Manager (Mammography) or the most Senior Radiographer on duty as promptly as possible.
- To report equipment failures promptly as per departmental standards.

This job description is an indication of the type and range of tasks that are expected of the post-holder, and other duties may be required, in line with the role and the banding. It will be reviewed and amended from time to time in consultation with the post-holder to take account of changing organisational need.

***This job description should be read in conjunction with the supervisory JD Addendum – available at: <http://www.frimleyhealth.nhs.uk/wp-content/uploads/2014/10/Job-Description-Addendum-supervisory.doc>***

## PERSON SPECIFICATION

| DEPARTMENT  | JOB TITLE   | BAND   |
|---|---|--|
| Radiology   | Senior Radiographer: Mammography  | 6  |
| CRITERIA RELEVANT TO THE ROLE   | ESSENTIAL   | DESIRABLE  |
| <b>QUALIFICATIONS</b>   | Radiographer with a B.Sc. in Radiography or DCR (or equivalent), with the College of Radiographers Postgraduate Award in Mammography Practice (formally the Certificate of Competence in Mammography).<br><br>HPC Registration  |  |
| <b>SPECIFIC COMPETENCIES FOR ROLE e.g. communication, problem solving, leadership</b> | Ability to: <ul style="list-style-type: none"> <li>• work in a team</li> <li>• meet strict deadlines in a busy clinical environment</li> <li>• input accurate data on information systems</li> <li>• communicate with a wide range of people</li> <li>• talk to patients and listen empathetically whilst working in a busy clinical environment</li> <li>• plan and organise as part of a multidisciplinary team</li> <li>• reflect on and learn from relevant research evidence, policies and legislation and apply across professional and organizational boundaries</li> <li>• exercise professional self-regulation</li> <li>• independently co-ordinate, manage and monitor own work lists</li> </ul> | Knowledge of the National Breast Screening Programme quality aims and objectives                     |
| <b>FUNCTIONAL EXPERIENCE</b>  | Radiographer with a high standard of Mammography.<br>Experience of assisting with breast interventional procedures.   | Previous National Breast Screening experience.<br><br>Experience of mentoring Trainee Mammographers. |
| <b>VALUES AND BEHAVIOURS</b>  | We will expect your values and behaviours to mirror those of the Trust, available at: <a href="http://www.frimleyhealth.nhs.uk/wp-content/uploads/2014/10/FH-our-values-for-internet.docx">http://www.frimleyhealth.nhs.uk/wp-content/uploads/2014/10/FH-our-values-for-internet.docx</a>   | Committed To Excellence Working Together Facing The Future   |
| <b>SPECIAL REQUIREMENTS</b>   | Must be able to travel between sites and to mobile screening vans<br><br>Female due to sensitive nature of the job (sex discrimination act 1975)  |  |