

Job Description

Title: CT/MRI Radiographer

Band: 6

Staff Group: Allied Health Professionals

Reports to: CT Superintendent and MRI Superintendent

Job Purpose:

- To conduct a wide range of CT/MR scans upon a range of patient types, both as an autonomous practitioner and as part of a multi-professional team, in a manner that meets profession, departmental and legal standards and requirements.
- To proactively assist in the management of the MRI and CT scanning departments on a daily basis whilst fostering a safe and efficient environment for patients, staff and visitors.
- To supervise, and teach junior radiographers, student radiographers and RDAs and to actively help, teach and support training Residents.
- Ensure patient safety is maintained and patient experience is positive by treating all patients, relatives and colleagues with respect, dignity, and courtesy in accordance with Trust values.
- Always ensuring that you act within your sphere of competence.

Key Responsibilities

Clinical/Operational

- To co-ordinate effectively with the Superintendent radiographers, to be responsible for staff and resources within a designated clinical area.
- To carry out all aspects of general and specialised CT and MRI scanning, and to manage own workload.
- To check completed scans against accepted diagnostic standards, including patient's details and to act appropriately according to the findings.
- Ensure all systems processes are completed accurately and appropriately.
- To undertake CT and MR scans in the absence of a radiologist according to agreed protocols.
- To undertake IV injections with no supervision ensuring a patient allergy history is always obtained.
- To be able to relate to all manner of patients with understanding and care, respecting their privacy and dignity to provide a caring and confidential service. To ensure that a positive identification is obtained from all patients prior to their examination.
- To participate in the night shift rota covering CT scanning and on call MRI.
- Be responsible for the consumable stock control necessary to support designated clinical areas, within the agreed financial limits.
- Undertake any duties assigned by the Management Team commensurate with the post.
- Deal with complaints and grievances from staff and patients within the department.
- Demonstrate specialised keyboard skills required for image manipulation and workstation development.

- Promote optimal, accurate and correct use of PACS and other associated digital technology within the Diagnostic Imaging Department and the Trust to effectively contribute towards the achievement of key service and corporate objectives. To be able to use the departmental radiology information computer to register patients, to check results and appointments.
- Participate in the management of performance, both service and of individuals, as appropriate and in liaison with the Management Team.
- To actively influence and implement changes to clinical practice using clinical knowledge and expertise with the long-term aim of developing best practice. Contribute towards service development and optimal use of resources.
- Support and advise team members in best clinical practice.
- Encourage and facilitate learning in others.
- Promote and ensure the best available departmental environment for patients, visitors, and staff.
- Co-ordinate maintenance programs for the CT and MR scanners and associated equipment, including the reporting of faults and liaising with engineers.
- To undertake quality control procedures within CT and MR, including Quality Assurance daily to test for image quality, equipment safety, and to help with clinical audits within the scanning department.
- Monitor performance of all associated equipment and act upon all reported potential and actual faults and hazards.
- Report and take appropriate action where necessary/possible, to deal with all undue events with a potentially adverse outcome in keeping with the Department and Trust incident reporting policy.
- The post-holder will be responsible for the appropriate health, safety and welfare matters affecting themselves, patients, visitors, professional and non-professional authorized staff within a designated, controlled, or supervised area within the Diagnostic Imaging Department or the Trust.

Professional

- To autonomously manage a designated clinical area within the diagnostic imaging department, leading a team of radiographers, student radiographers, and RDAs.
- To train new staff, to mentor junior staff and facilitate their development.
- To provide an active learning environment for all grades.
- Make effective use of non-medical staff in delivery of departmental service requirements. Including planning rotas and allocating staff.
- Assist the appropriate Superintendent in identifying staff training and development needs. Including RIS, PACS, and scanning technique training.
- Ensure all examinations and work practices are carried out in a professional and appropriate manner in keeping with:
 - Ionising Radiation Regulations and Ionising Radiation (Medical Exposures) Regulations
 - Local Rules
 - COSSH Regulations
 - Hospital and Directorate Clinical Governance Strategy
 - Data Protection Act
 - MR Safety Rules
- To observe all manual handling criteria when;
 - Moving patients from waiting areas into the scanning rooms
 - Transferring patients on and off the scanner tables
 - Positioning patients into the correct scanning position
 - Moving the scanner equipment

- To undertake the departmental and Trust induction programme and all annual statutory training
- To train new staff and facilitate their development.
- To maintain own level of competence through continuing professional development through participation in internal and external development opportunities and to maintain a portfolio of evidence in support of CPD undertaken.
- To undertake and participate in clinical audit and research and to act on the findings where possible.

Communication

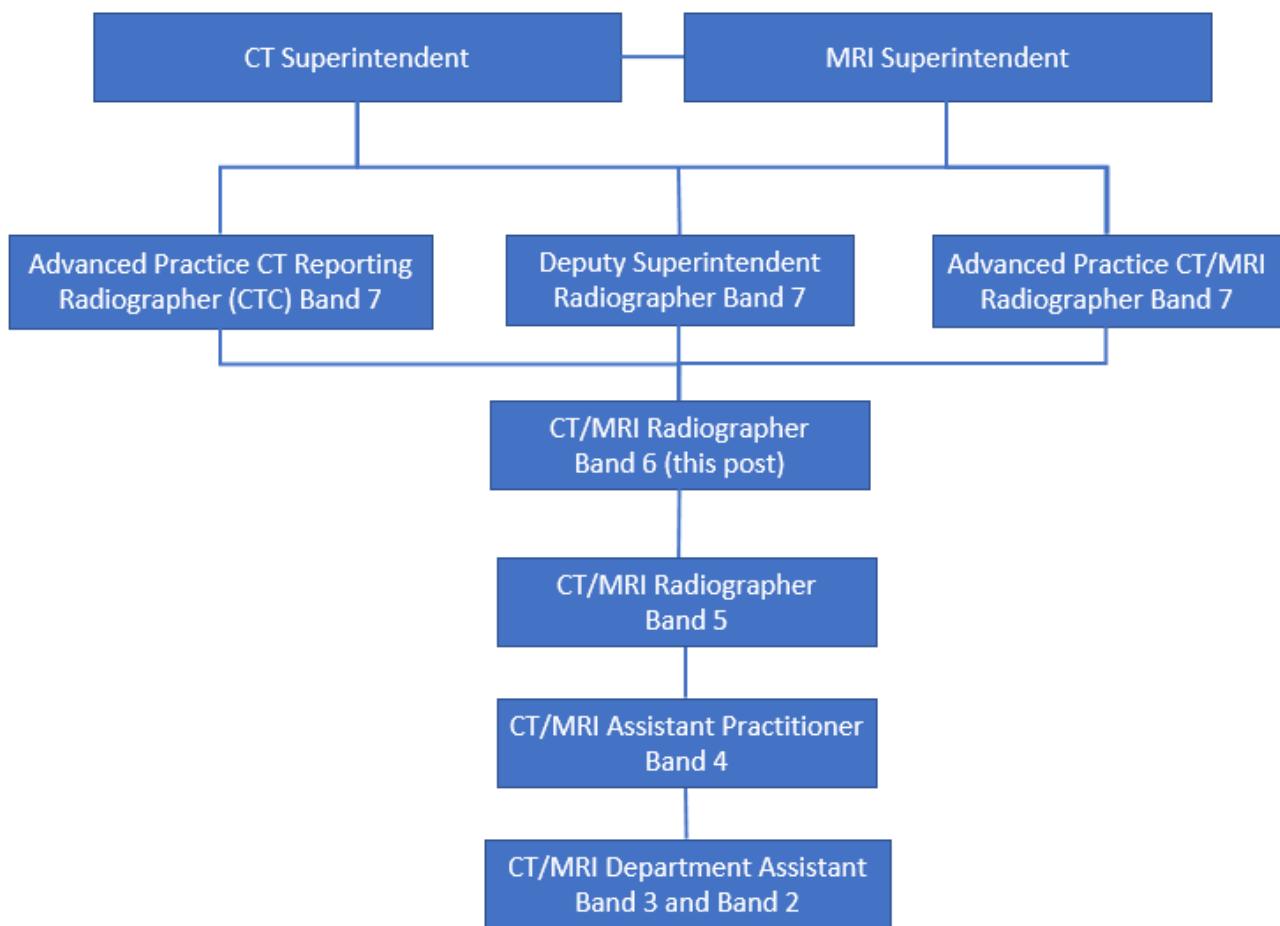
To communicate effectively and appropriately, with all users of the service, across all age groups and abilities, observing confidentiality and information governance. This will include: -

- Patients, Carers & Relatives: to explain procedures, pre and post care, to check allergies and other contra indications, follow up procedures, radiation issues; appointments. To overcome barriers to understanding patients with special needs. To communicate sensitive/complex information to some patients.
- Radiologists: to discuss examination techniques, results and outcomes, appointments,
- Other Health Care Professionals: to discuss patient examinations, preparation and post procedure care, diagnostic results; radiation issues, appointments; service issues and problems.
- Wards/Depts: on any issues involving patients; on any issue affecting the provision of the CT/MR service.
- To be able to relate to all manner of patients with understanding and care, respecting their privacy and dignity to provide a caring and confidential service.
- Encourage and participate in active feedback of ideas, concerns, and suggestions to the appropriate level and in an appropriate forum.
- Ensure all staff have access to the appropriate communication forum and are familiar with the Department's objectives, plans, and relevant Trust issues.

Physical Effort & Working Conditions

- The post holder will: -
 - Have frequent use of VDU equipment.
 - Have regular exposure to distressing or emotional situations daily e.g. caring for terminally ill or badly injured patients, giving feedback of a negative nature to trainees.
 - Have regular exposure to highly distressing situations e.g. severe trauma cases, cardiac arrest, discovering cancers.
 - Have frequent exposure to body fluids e.g. blood, urine etc and infection risks and occasional exposure to fleas/lice.
 - Have occasional exposure to intoxicated, aggressive or abusive patients and relatives.
 - Have daily exposure to unpredictable workload.
 - Be required to position and manoeuvre patients and equipment daily. In any clinical situation, patients may be ambulant, in a wheelchair, or on a bed or stretcher. Transfer to an X-ray couch is necessary.

Organisational Chart



Other

This job description does not purport to cover all aspects of the job holder's duties but is intended to be indicative of the main areas of responsibility.



Management Essentials

We are proud to offer a comprehensive development programme, Management Essentials, designed to equip staff with the skills and knowledge to become effective managers.

This post has been identified as a role that will benefit from this training, and you will be able to enrol in both mandatory and, relevant, optional modules upon commencement with the Trust.

Please click [here](#) for further information on the Management Essentials programme.



Leadership Insights

Additionally, our new leadership development programme, Leadership Insights, aims to help all newly promoted, existing and aspiring leaders, at every level at the Trust, to recognise, reflect and role model the core principles of people-centred leadership.

If, this is of interest to you, you will be able to enrol upon commencement with the Trust.

Please click [here](#) for further information on the Leadership Insights programme.

Person Specification

Qualifications

Personal Qualities

- Enthusiastic, positive and caring attitude
- Self-motivated
- Able to use initiative.
- Flexible, punctual and reliable
- Able to handle stressful situations.
- Confident manner
- Cheerful disposition

Qualifications & Experience

Essential

- BSc (Hons) degree or Diploma in Diagnostic Radiology
- Hold a current state registration certificate.
- 2 years post graduate experience
- Have portfolio evidence of CPD.

Desirable

- 3+ years post graduate experience
- Extended Clinical role e.g. IV cannulations qualification
- Post graduate qualification.
- CT Colonography experience

Skills and Knowledge

- Demonstrate specialized keyboard skills required for image manipulation.

- Good organisational skills
- Ability to work as part of a team or alone.
- Good communication skills
- Good attention to detail
- High levels of concentration required.
- Demonstrate co-ordination and sensory skills required for precise positioning of patients with narrow margin for error.
- Speed and accuracy.
- Understanding of current Ionising Radiation Regulations

Other

- Motivation to meet the patients' needs for self and others.
- Ability to demonstrate confidentiality and trustworthiness.
- A willingness to be flexible and part of a team.
- Ability to juggle many priorities at one time, whilst remaining calm

Working Together For Patients with Compassion as One Team Always Improving

Strategic approach (clarity on objectives, clear on expectations)

Relationship building (communicate effectively, be open and willing to help, courtesy, nurtures partnerships)

Personal credibility (visibility, approachable, back bone, courage, resilience, confidence, role model, challenge bad behaviour, manage poor performance, act with honesty and integrity)

Passion to succeed (patient centred, positive attitude, take action, take pride, take responsibility, aspire to excellence)

Harness performance through teams (champion positive change, develop staff, create a culture without fear of retribution, actively listen and value contribution, feedback and empower staff, respect diversity)

Job holders are required to act in such a way that at all times the health and well-being of children and vulnerable adults is safeguarded. Familiarisation with and adherence to the Safeguarding Policies of the Trust is an essential requirement for all employees. In addition, all staff are expected to complete essential/mandatory training in this area.

Print Name:

Date:

Signature: