

JOB DESCRIPTION

JOB DETAILS	
Job Title	Principal Audiologist
Reports to	Associate Head of Audiology
Band	7 – subject to matching
Department	Audiology

JOB PURPOSE
The post holder is the clinical lead for this specialist area and line manages the clinical staff within their team. They are expected to work with managers to develop the service in line with patient need and Trust wide developments and to help provide an equitable service across the Trust. The specialist area is adult audiological assessment and management, many having complex disabilities and/or presentations. This includes activities which are complex and non-routine. They provide supervision, training and support to staff in junior positions. They are expected to ensure that clinical and professional standards are maintained at all times and be expected to provide evidence of CPD.

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
• Performs routine and non-routine, complex hearing and balance assessments in adults • Selects and applies appropriate routine and advanced technical diagnostic test procedures using complex IT based equipment for adults without supervision including Audiometry, Tympanometry, Speech Audiometry, vHIT, VNG and Caloric and cVEMP. • Perform electrophysiology testing included Auditory Brainstem Responses and Auditory Steady State responses in adults with complex needs. • Verifies hearing aids using Real Ear Measurements • Accurately inform the referring health professional/doctor of the diagnosis and the future care package of the patient • Assist in advanced technical diagnostic procedures using individual skill and experience to determine and design tests around the developmental ability of adults with severe learning difficulties. • Design a care package with the family/carers that develops with them and supports them through their lives • Prescription fitting evaluation and exchange of non-standard hearing aids for both adults and children, using invasive procedures such as real ear in situ measurements. • Assist in the day-to-day running of the department and this will include specific clinical or departmental responsibility in leading the vestibular and adult services. Support the senior management team with day-to-day management of the department. • Manage the operational aspects of the specialist part of the service with support from the Associate Head of Audiology whilst developing and improving the service to meet the demands of the population • Assess and manage direct referral hearing aid patients. • Assists regularly in the supervision and support of junior Audiology staff and trainees by providing instruction in audiological techniques to trainees and other professionals. • Implement and plan service developments for the Vestibular, Learning Disability and Dementia patient pathways • Conducts audit and monitors as well as actions waiting lists for adults accessing the service

- Maintains knowledge and understanding of developments within Audiology and the work environment and ensures continual professional development

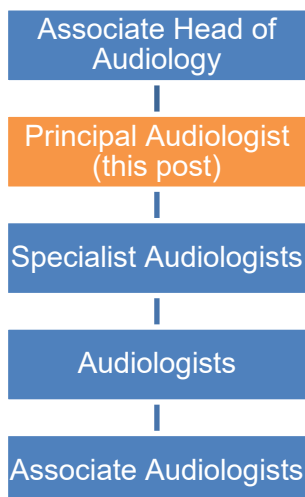
KEY WORKING RELATIONSHIPS

The post holder is required to deal effectively with staff of all levels throughout the Trust as and when they encounter on a day-to-day basis. In addition, the post holder will deal with the wider healthcare community, external organisations and the public. This will include verbal, written and electronic media.

Of particular importance are working relationships with:

Internal to the Trust	External to the Trust
• Clerical Staff • Head of Audiology • Associate Head of Audiology • Audiology Team • ENT Consultants • RDUH staff of all levels • Other Specialist services	• GPs and other practice staff • Patients, relatives and carers • Social Services • Voluntary agencies

ORGANISATIONAL CHART



FREEDOM TO ACT

- The Principal Audiologist performs work involving specific areas of responsibility. They work autonomously without direct supervision and at times lone working at a variety of community locations.
- Adhere to RCCP and BSA and BAA professional standards of practice.
- Be professionally accountable for all aspects of your own work, within the context of an autonomous practitioner.
- Undertake specific projects as required.
- Lead clinical developments in the vestibular and complex adult service with support from the Associate Head of Audiology.

COMMUNICATION/RELATIONSHIP SKILLS

- Use and develop effective communication and motivational skills with patients and carers to gain their cooperation for treatment and maximise rehabilitation potential and to ensure understanding of more complex conditions when providing a diagnosis.

- Ensure effective communication takes place at all times, taking a team approach to patient care and service needs.
- Give talks/demonstrations regarding your work to colleagues and others on a frequent basis.
- Write comprehensive reports regarding patient assessment, treatment outcomes and recommendations to GPs, consultants and other health professionals or colleagues.
- Liaise closely with all members of the team and other agencies in all matters regarding patients care, discharge and future care management.
- Communicate complex and sensitive information e.g. prognosis very frequently.
- Work with patients referred with complex communication and cognitive problems
- Apply motivational and reassurance skills to the patient where deafness provides a significant barrier to communication
- Communication should be appropriate for the patient group e.g. children, adults with learning difficulties.
- Working with a range of health professionals, providing instruction and training to individuals and groups and be responsible for maintaining a happy and harmonious working atmosphere
- Obtain patient consent and work within a legal framework with patients who lack capacity to consent to treatment.
- Able to give presentations to multi-disciplinary teams
- Gain support of the other professional groups in establishing care plans and monitor the suitability of the plan at key stages.
- Managing challenging behaviour from patients – patients who complain are often escalated for treatment by this level of clinician.

ANALYTICAL/JUDGEMENTAL SKILLS

- Undertake a comprehensive, holistic clinical assessment of patients presenting with complex multi-factorial problems using specialist analytical skills and clinical reasoning. At times the patients will have highly complex needs and analysis of various tests will be required to provide information on their diagnosis.
- Undertake risk assessment, using specialist clinical judgement and provide accurate feedback to the team as necessary. This may relate to individual patients or patient groups (for instance when incidents occur)
- Apply highly specialist clinical reasoning skills after assessment to decide appropriate treatment plan and approach.
- Read and interpret a range of patient history and devise a care plan based on the assessment findings.
- Make a diagnosis, complete reports and directly refer adults with complex hearing losses such as asymmetrical hearing loss or unilateral tinnitus for an MRI scan, or onwards to other healthcare services / professionals as required.
- Prioritise, assess and treat patients referred, taking an evidence-based and reflective practice approach using specialist knowledge.
- Identify strategies to motivate patients to comply with their treatment plan.

PLANNING/ORGANISATIONAL SKILLS

- Plan patients' care, managing an individual caseload of complex patients effectively and efficiently.
- Co-ordinate patient appointments.
- Organise and carry out assessments methodically and in a timely manner.
- Organise own day to day activity, delegating activities and providing specialist advice as appropriate.
- Plans and organises learning disability and vestibular waiting lists.
- Plan activities for other clinicians to manage both waiting lists, training requirements and specialist knowledge so that patients see the right person.
- Manage own complex caseload and treatment programmes to a high standard expected of an experienced clinician without day-to-day clinical supervision. Support is available from equally specialist staff if required.

PATIENT/CLIENT CARE

- Provide highly specialist assessment, diagnosis, treatment and advice to patients and their carers.
- Design a specialist care package for the adult patient and implement this to facilitate rehabilitation, monitor outcomes and provide repeated diagnostic assessment at key stages
- Proficient in use of specialised equipment to provide and interpret diagnostic tests on patients
- Clinical competency is monitored via the peer review process which the post holder will actively participate in
- Identify specific problems and develop goals and specialist treatment plans in partnership with the patient and others to enable treatment plans to be carried out effectively.
- Evaluate patient/user progress, and modify technology provided if required.
- Provide specialist level teaching and guidance to both patients and carers as required.

POLICY/SERVICE DEVELOPMENT

- Keep abreast of professional and related NHS/Social Services developments in liaison with professional/service lead colleagues.
- Identify opportunities to improve the service, taking account of resources available, discussing your ideas with colleagues and line manager to promote implementation.
- Participate in the operational planning and implementation of policy and service development within the team, leading on delegated priorities.
- Propose changes to improve practice in line with local and national guidelines.

FINANCIAL/PHYSICAL RESOURCES

- Be responsible for safe and competent use of all equipment and patient appliances and ensure junior/clinical support workers obtain competency prior to use.
- Demonstrate and instruct on the use of equipment to ensure safety.
- Understand and apply the eligibility criteria for services.
- Support the departmental manager in the efficient and effective use of resources ordering and managing stock for the specialist area of audiology.

HUMAN RESOURCES

- Line manager to clinical staff in the specialist area performing appraisals, competency assessments and development and training to junior staff
- Participate in clinical supervision as supervisor and supervisee.
- Participate in staff appraisal as appraiser and appraisee, identifying own and others' areas for development in line with Knowledge and Skills Framework Competencies.
- Participate in and where necessary lead and teach at training sessions for staff and other agencies.
- Be prepared to share areas of knowledge and experience both formally and informally.
- Ensure that RCCP or HCPC registration is maintained through continuing professional development activity and is evidenced to line manager.
- Assist in the recruitment of relevant grades of staff as appropriate.
- Work with the manager/s to ensure clinical cover across the audiology service is maintained especially at times of service pressure.

INFORMATION RESOURCES

- Contribute to the collection of statistical data, to monitor and develop team activity, using electronic and paper methods.
- Contribute to methods to most effectively manage caseload pressures.
- Maintain accurate and timely patient records using agreed standard formats.
- Accurately records and communicates the results to the patient and other healthcare professionals.

RESEARCH AND DEVELOPMENT

- Participate in clinical governance activities e.g. audit, research, service reviews, taking a lead for the specialist area led by the post holder.

- Plan and carry out audit frequently and service evaluation projects within the department for vestibular, complex adult, learning disability and dementia pathways.
- Performs daily calibration of all equipment required for assessment
- Assist regularly in the departments on-going research and development activity
- Ensure equipment has appropriate checks made. Report any equipment defects, taking action to ensure any such equipment is withdrawn from service.

PHYSICAL SKILLS

- Uses a high level of precision and accuracy to manipulate equipment in patients' ears during assessment and verification, requiring a high level of fine motor skills and hand eye coordination.
- Assist patients with vestibular testing or rehabilitation which may involve a level of significant guidance and manual handling to help the patient to achieve exact physical positions for testing and treatment.

PHYSICAL EFFORT

- Manually handle equipment frequently, following ergonomic risk assessment as per statutory training and service risk assessment.
- Treatment may necessitate working in restricted positions or limited space frequently for sessional periods.
- They will be expected to independently travel to community locations on a weekly basis. Driving frequently is required to meet the requirements of the post.

MENTAL EFFORT

- Manage competing demands of providing services on a daily basis.
- Read, decipher and interpret complex patient information, test results and management plans.
- Work in an unpredictable work pattern.
- Frequent mental effort in assessment and treatment programmes requiring prolonged periods of concentration.
- Potential for frequent interruptions during the working day to assist colleagues, peer review work and manage urgent requests for priority tests.

EMOTIONAL EFFORT

- Deliver and work with patients in the aftermath of bad news.
- Work with patients with mental health problems and occasional challenging behaviour.
- Deliver emotional and sensitive information on a daily basis to patients/family/carers.

WORKING CONDITIONS

- Work in a variety of settings according to patient needs including patients own home which can often involve hot/cold temperatures, cluttered, noisy and unhygienic environments.
- Work with patients with a wide range of conditions including contact with body fluids.
- VDU use.

OTHER RESPONSIBILITIES

Take part in regular performance appraisal.

Undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling

Contribute to and work within a safe working environment

You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection

As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust's disciplinary policy) up to and including dismissal.

You must also take responsibility for your workplace health and wellbeing:

- When required, gain support from Occupational Health, Human Resources or other sources.
- Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health.
- Follow the Trust's health and wellbeing vision of healthy body, healthy mind, healthy you.
- Undertake a Display Screen Equipment assessment (DSE) if appropriate to role.

DISCLOSURE AND BARRING SERVICE CHECKS

This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check.

GENERAL

This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.

Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

At the Royal Devon University Hospital, we are committed to reducing our carbon emissions and minimising the impact of healthcare on the environment, as outlined in our Green Plan available on our website. We actively promote sustainable practices and encourage colleagues to explore and implement greener ways of working within their roles.

PERSON SPECIFICATION

Job Title	Principal Audiologist
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Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
• BSc Hons in Audiology or historical equivalent qualification.	E	
• Proven knowledge and demonstrable experience of specialism within specialist Audiology (vestibular/paeds/hearing therapy or complex adults)	E	
• Masters level post specialist qualification or equivalent experience	E	
• Relevant management qualification		D
• Proven evidence of CPD	E	
• Hold RCCP or AHCS registration	E	
KNOWLEDGE/SKILLS		
• Proven knowledge and demonstrable experience for specialist audiology	E	
• Treat patients unsupervised using own judgement, experience and knowledge.	E	
• Ability to devise patient-specific treatment plans, using an analytical approach that will require problem solving.	E	
• Able to work efficiently under pressure and direct other staff in these situations to ensure service requirements are met.	E	
• Ability to communicate and work effectively within a range of relationships, both verbally and in writing.	E	
• Good interpersonal skills	E	
• Good organisational skills	E	
EXPERIENCE		
• Demonstrable supervisory experience at section leader level or above	E	
• Experience in audit	E	
• Partake in audit and development in the context of improving patient care and treatment.	E	
• Experience of vestibular diagnostics and rehabilitation	E	
• Experience with computer database systems.	E	
PERSONAL ATTRIBUTES		
• Team working	E	
• A self-manager	E	
• Ability to be empathetic, handle difficult or emotional situations	E	
• Work in a calm manner particularly in a busy working environment	E	
OTHER REQUIREMENTS		
• Must be able to be flexible and work with the changing demands of the service	E	
• To work with Trust policy in regards to agreed standards of personal and professional development within appropriate timescales.	E	
• The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.	E	
• Have a full UK driving licence with access to an appropriate vehicle with business insurance in order to travel to other locations as required.	E	

WORKING CONDITIONS/HAZARDS		FREQUENCY (Rare/ Occasional/ Moderate/ Frequent)			
		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	N				
Contact with patients	Y				
Exposure Prone Procedures	N				
Blood/body fluids	Y				Yes
Hazard/Risks requiring Respiratory Health Surveillance					
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	N				
Respiratory sensitisers (e.g isocyanates)	N				
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	N				
Animals	Y	Yes			
Cytotoxic drugs	N				
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	N				
Noise (over 80dBA)	N				
Hand held vibration tools (=>2.5 m/s2)	N				
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y				Yes
Heavy manual handling (>10kg)	Y			Yes	
Driving	Y				Yes
Food handling	N				
Night working	N				
Electrical work	N				
Physical Effort	Y			Yes	
Mental Effort	Y			Yes	
Emotional Effort	Y			Yes	
Working in isolation	Y		Yes		
Challenging behaviour	Y	Yes			