

JOB DESCRIPTION

JOB DETAILS	
Job Title	Biomedical Scientist
Reports to	Appropriate Senior Biomedical Scientist
Band	Band 5
Department/Directorate	Microbiology / Specialist Services

JOB PURPOSE

To be an efficient and flexible member of the RDUH Foundation Trust Microbiology Scientific team, providing a consistently high quality and professional service to all users of service. The Department of Microbiology provides a comprehensive Microbiology service to the RDUH Trust and local ICBs. The Department complies with all aspects of the standards for UKAS ISO 15189 and is committed to maintaining full accreditation through these standards.

- To undergo training and maintain competencies in the Microbiology department in accordance with the Institute of Biomedical Science (IBMS) guidelines and departmental policy
- To practice Microbiological techniques to gain experience, skills and maintain competence
- To study Microbiological methodologies and gain knowledge required to maintain Health Care Professional Council (HCPC) registration
- Further professional development, if desired will include working towards the Specialist IBMS Portfolio in Medical Microbiology/Virology

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES

- To undertake all aspects of Microbiology testing including but not limited to Microscopy, culture, susceptibility testing, confirmatory bench top tests, Molecular techniques and Serological investigations
- To apply up to date knowledge of Microbiology in undertaking testing of patient samples and in the interpretation of results
- To supervise new / trainee members of BMS or support staff as required
- Undertake all necessary quality checks on tests and equipment and be able to act on day to day problems encountered
- Undertake first stage troubleshooting of equipment problems including liaising with suppliers
- To assist the department in ensuring compliance with International Standard Organisation (ISO) 15189 standards to maintain United Kingdom Accreditation Service (UKAS)
- Participate in the Departmental Out-of-Hours on-call services as an autonomous practitioner once fully competent
- Work at containment levels 2 and 3 as required by Advisory Committee on Dangerous Pathogens
- Ensure stock levels of consumable items are adequate for laboratory operation

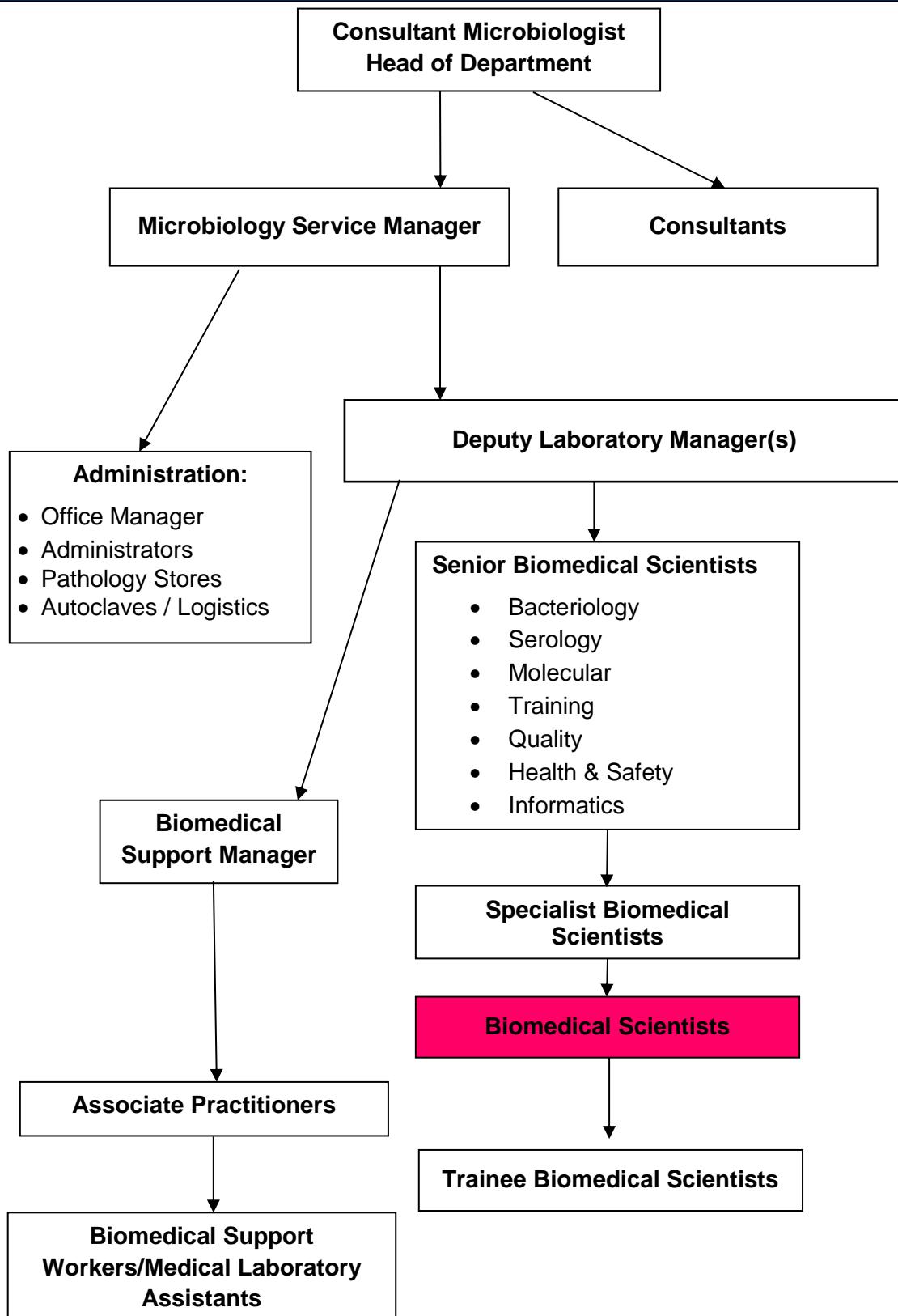
KEY WORKING RELATIONSHIPS

Post holder will liaise with colleagues within the Department and with users of the service both within and outside the Trust. Communications will be with the following grades of staff:

Internal to the Trust	External to the Trust
<ul style="list-style-type: none"> • Medical Staff • Biomedical Scientists • Clerical Staff • Biomedical Support Workers/MLA's 	<ul style="list-style-type: none"> • Other Healthcare Professionals • Supplier Personnel

	<ul style="list-style-type: none"> • Other Healthcare Professionals 	<ul style="list-style-type: none"> • External Quality Assurance schemes 	
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ORGANISATION CHART



FREEDOM TO ACT

- To plan and prioritise routine, urgent and emergency specimen analysis on a day to day basis.
- Validate tests results in accordance with strict guidelines referring abnormal results to a senior colleague for review.

- To ask for advice where necessary with work managed rather than supervised but able to refer to senior BMS as required.
- Works autonomously within defined field of competence following department standard operating procedures and protocols.

COMMUNICATION/RELATIONSHIP SKILLS

- Provide and receive complex or sensitive information; provide advice, instruction, training to staff.
- Communicates with colleagues, clinicians about investigations required, explains results to staff, provides instruction to other laboratory staff
- Reports to and is managed by the senior Biomedical Scientist.
- Uses all available methods of communication effectively, clearly and politely.
- Deals with enquiries from clinical and non-clinical staff, patients and others, and gives results to laboratory users and other advice as appropriate.
- Contributes towards the integrity and reputation of the department by ensuring harmonious relationships between self and managers, colleagues, patients and other staff groups.
- Answering the telephone and dealing with callers' requests/questions appropriately.
- Discussing all types of results with doctors/nurses and advising regarding further tests as required.
- Consultation with senior staff / consultant microbiologists as required about action required for highly abnormal/complex results
- To participate in departmental meetings. To be active in the departments' change and improvement processes
- To work cohesively with all members of the department team in ensuring that the very best services are provided at all times
- Communicate any difficulties, problems, accidents or incidents affecting the department to a section leader /manager promptly

ANALYTICAL/JUDGEMENTAL SKILLS

- Range of facts and situations requiring analysis, comparison of a range of options.
- Setting up, maintenance, calibration and quality control of analysers together with reception, preparation, analysis of specimens and authorisation of results.
- Operation and maintenance of a wide range of non-analytical equipment.
- Performing manual and automated diagnostic tests on patient's specimens using a wide variety of manual and automated techniques.
- Checking and validating quality control performance for all tests both automated and manual.
- Ensuring that all results produced are accurate and precise.
- Validate routine and negative results and consult with senior staff / as required about action required for positive or abnormal results.
- Perform Molecular tests for the determination of microbial infections
- Microscopic examination of specimens to determine presence and identity of Microbial pathogens and associated markers such as cell counts
- Reading and interpretation of culture plates for presence of bacterial / fungal pathogens in all sample types received
- Determination of antimicrobial susceptibilities
- Confirmatory tests for organism identity/ decision making for sending isolates to reference laboratories
- Undertaking routine equipment maintenance, trouble-shooting any problems and organisation of servicing/ repair
- Work at Containment Levels 2 and 3.
- Work with high risk samples and ensure adequately trained to do this
- Use laboratory information system for resulting

PLANNING/ORGANISATIONAL SKILLS

- Liaise with users of the service to provide excellent microbiology service
- Use CPD to maintain high level of competence in the field of Microbiology
- Participate in Training and attend meetings to update skills

- Plans and prioritises own workload and supports staff within section working
- To plan and prioritise routine, urgent and emergency specimen analysis on a day to day basis.
- Day to day operation of analysers including maintenance, calibration, checking, troubleshooting and repair.
- As directed by a senior Biomedical Scientist monitor and maintain adequate stocks of all consumables.

PATIENT/CLIENT CARE

- The quality and accuracy of work impacts on results and therefore impacts directly on patient care.
- Provides specialist clinical technical service through screening and analysing test results / provides specialised advice.

POLICY/SERVICE DEVELOPMENT

- Assist in the quality assurance within each section, both internal and external, and to act in accordance with Standard Operating Procedures
- The post holder has no direct responsibility for policy and service development.
- Follows laboratory policies, may comment on proposals for change/propose changes to SOPs.
- Works with senior staff and consultants to maintain an up to date, high quality service.
- There is a requirement to be involved in the scheduled audit of the service for the duties contained within this job description.
- Under the direction of senior staff works to ensure department complies with the requirements of ISO15189.
- Following set laboratory procedures and applying mandatory professional and accreditation standards at all times and for all tasks.

FINANCIAL/PHYSICAL RESOURCES

- The post holder does not have budgetary responsibility
- Where the physical environment is seen to be defective this must be reported to facilities
- Preparation of laboratory chemicals and reagents
- Safe use of equipment, other than equipment used personally; safe use of expensive or highly complex equipment following agreed standard operating procedures after appropriate training.
- Helps maintain adequate stocks of consumables and testing kits, ensuring that stock is requisitioned when needed.
- Ensures senior staff is alerted to order items as required.
- Keeping accurate logs of all materials received and used – what, when, where and by whom.
- Keeping associated maintenance and reagent logs and records.

HUMAN RESOURCES

- Supervise, direct and provide practical training to the trainee Biomedical Scientists and other support staff in relation to the service the laboratory provides.
- Work to maintain and improve own professional and technical skills by attending appropriate courses, meetings and conferences as agreed and as part of the process of continuous professional development.

INFORMATION RESOURCES

- Be involved in the maintenance of the Quality Management System that includes department procedures, forms, process records, equipment logs and other documents
- Maintain department statistics and data collection in accordance with requirements
- Assist in the archiving system within the department
- Answer telephone enquiries regarding patient samples/results and give advice where required
- To observe the strictest confidence regarding all information to which there is access within the RDUH by working in accordance with the data protection act and Trust policy on information governance.
- To enter requests for specimen testing.
- To enter patient identification data and results into the laboratory computer.

RESEARCH AND DEVELOPMENT

- The post holder will undertake equipment testing prior to use as required
- The post holder will occasionally participate in R&D; to prepare samples and collect data for clinical trials.
- Assisting with any data collection required for audits.

PHYSICAL SKILLS

- Hand eye co-ordination for speed and accuracy for processing material on slides, fine adjustments to specialist equipment
- Manipulation of small tools, tubes, pipettes and complicated apparatus is required. Working rapidly at busy times.
- Load samples and reagents onto analysers in the Microbiology laboratory as required
- Maintain, calibrate and decontaminate automation as required
- High degree of precision is required in all aspects of Microbiology working suitable to the grade

PHYSICAL EFFORT

- Sitting, standing in restricted position; frequent light effort for several short periods per shift; occasional moderate effort for several short periods per shift. This will also include repetitive movement.
- Carry out laboratory tests and specialist methodologies that require care and precision
- Walking between floors (lift present)
- Unpacking deliveries of consumables, reagents and equipment which may be bulky in nature

MENTAL EFFORT

- Frequent high level of concentration required for specimen checking, testing and performing a widely variable range of diagnostic tests and tasks, some complex, and computer data input for prolonged periods. Tasks include investigations such as plate reading, Microscopy, performing bench top tests etc. where attention to detail and accuracy is vital
- The laboratory is a noisy environment and there are frequent interruptions whilst carrying out the duties described in this job description
- Multiple, complex tasks may be required to be undertaken at the same time whilst maintaining accuracy and efficiency

EMOTIONAL EFFORT

- Dealing with sensitive confidential information regarding patients and communicating clearly with users of the service and colleagues
- Exposure to distressing or emotional circumstances is rare, however the post holder could be involved in the processing of foetal remains, post mortem tissue, limb amputations, and other samples of sensitive nature which could cause emotional discomfort
- Limited / occasional contact with patients, clients

WORKING CONDITIONS

- Works within the responsibilities given by the Health and Safety at Work Act (1974) to ensure that agreed safety procedures are carried out to maintain a safe environment for self, colleagues and visitors.
- Exposure to contained or controlled infectious materials, body fluids and chemicals of varying hazard.
- Risk of exposure to uncontained hazards e.g. spillage of harmful chemicals.
- Coping with a busy environment with some noise.
- Use of Display Screens (VDU).
- Use of PPE as required.

OTHER RESPONSIBILITIES

- To contribute to and work within a safe working environment

- To undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling
- Take part in regular performance appraisal
- The post holder is 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

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 Trust's Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

At the Royal Devon, 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	Biomedical Scientist (Band 5)	
Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
Biomedical Science Degree (or other degree plus additional qualifications accredited by IBMS)	E	
State registration with Health Professional Council (unless Trainee BMS working towards HCPC registration)	E	
KNOWLEDGE/SKILLS		
High level of technical competence in Microbiology	E	
Evidence of up to date, theoretical knowledge of Microbiology	E	
Evidence of ability to work on own initiative and plan day to day activities of a section of the laboratory including first line trouble shooting of any problems	E	
Evidence of ability to use IT systems required for laboratory work including the Laboratory information management systems, Office WORD/ Excel and email	E	
Demonstrates excellent communication skills (verbal and written)	E	
Ability to work efficiently and in methodical, organised and timely manner	E	
Ability to work accurately under pressure	E	
Demonstrates good dexterity	E	
Ability to supervise support staff and less experienced Biomedical staff	E	
Ability to work On Call in Microbiology and ability to work shifts once trained	E	
EXPERIENCE	E	
Experience of working in a pathology laboratory	E	
Experience of working in a UK microbiology laboratory		D
UK laboratory experience as a Trainees Biomedical Scientist in Microbiology or laboratory experience as part of PTP programme / degree placement in Microbiology		D
PERSONAL ATTRIBUTES		
• Decisive	E	
• Dexterity for detailed work	E	
• Flexible	E	
• Reliable	E	
• Team-worker	E	
• Shows initiative	E	
• Able to work independently with minimal supervision once trained	E	
• Good communication and telephone skills	E	
• Remain calm and professional in a busy environment	E	
OTHER REQUIREMENTS		
Enthusiasm for Science based work, participation in CPD	E	
The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust	E	
Ability 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 / Proteinaceous Dusts	Y			F
Contact with patients	N			
Exposure Prone Procedures	N			
Blood/body fluids	Y			F
Hazard/Risks requiring Respiratory Health Surveillance				
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	Y		O	
Respiratory sensitisers (e.g isocyanates)	N	R		
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	Y	R		
Animals	N	R		
Cytotoxic drugs	N	R		
Risks requiring Other Health Surveillance				
Radiation (>6mSv)	N	R		
Laser (Class 3R, 3B, 4)	N	R		
Dusty environment (>4mg/m3)	N	R		
Noise (over 80dBA)	N	R		
Hand held vibration tools (=>2.5 m/s2)	N	R		
Other General Hazards/ Risks				
VDU use (> 1 hour daily)	Y			F
Heavy manual handling (>10kg)	N	R		
Driving	N	R		
Food handling	N	R		
Night working	Y			M
Electrical work	N	R		
Physical Effort	Y		O	
Mental Effort	Y			M
Emotional Effort	N	R		
Working in isolation	Y		O	
Challenging behaviour	N	R		