J

O

B

D

E

S

C

R

I

P

T

I

O

N



***“Our vision is to provide safe, high quality seamless service delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust Values”***

.

|  |  |
| --- | --- |
| **JOB DETAILS** | |
| **Job Title** | Specialist Biomedical Scientist |
| **Reports to** | Senior Biomedical Scientist |
| **Band** | AFC Pay scale 6 |
| **National Job Profile used** | Biomedical Scientist Specialist |
| **Department/Directorate** | Microbiology/ Diagnostics/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. | |
| **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   * Medical staff * Biomedical scientists * Biomedical Support workers * Clerical staff * Other healthcare professionals   The Department of Microbiology provides a comprehensive Microbiology service to the RDUH Trust and local CCG’s. Virology services are provided to North Devon Healthcare Trust and South Devon NHS Foundation trust.  The department provides a comprehensive diagnostic bacteriology, mycology, serology/virology and molecular microbiology service and processes in excess of 600,000 specimens per annum.  The Department complies with all aspects of the standards for UKAS ISO 15189 and is committed to maintaining full accreditation through these standards.  The post holder will work across all departments. | |

|  |  |
| --- | --- |
| **Organisational CHART** | |
| **Microbiology Service Manager**  **Administration:**   * Office Manager * Administrators * Pathology Stores * Autoclaves / Logistics   **Deputy Laboratory Manager(s)**  **Senior Biomedical Scientists**   * Bacteriology * Serology * Molecular * Training * Quality * Andrology * Informatics     **Specialist Biomedical Scientists**  **Consultant Microbiologist**  **Head of Department**  **Consultants**  **Biomedical Scientists**  **Biomedical Support Workers and Medical Laboratory Assistants**    Biomedical Support Manager    **Associate Practitioners**    **Trainee Biomedical Scientists** | |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** |
| * To undertake all aspects of Microbiology Testing. * To undertake a variety of serological methods for the determination of microbial infections. * To be responsible for the day to day operation of a section of the laboratory. * To authorise reports. * To take part in duties without supervision at a level of autonomy requiring decision making skills but can refer to more senior or medical staff for support. * Participate in the Departmental Out-of-Hours shift and on-call services as an autonomous practitioner. * The post holder will be working flexibly across seven days to support the Trust providing a 24-hour service. |
| **COMMUNICATION/RELATIONSHIP SKILLS** |
| * To demonstrate politeness, courtesy and sensitivity in dealing with patients, service users, and colleagues, maintaining good customer relations. * Contribute to sharing good laboratory practice within the department and Trust wide * To promote a positive image of the Trust at all times. * To work cohesively with all members of the department team in ensuring that the very best services are provided at all times. * Participate in Technical Meetings and contribute to effective communication within the department. * To deputise for senior staff when required. * To attend and if required lead daily meetings to ensure staff allocations are adequate for all areas and to deliver effective communication on other laboratory issues. * Answer telephone enquiries regarding results to users of the service * Communicate any difficulties, problems, accidents or incidents affecting the department to a section leader /manager promptly |
| **ANALYTICAL/JUDGEMENTAL SKILLS** |
| * 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. Ensure staff in Containment level 3 are adequately trained to do this. * Work with high risk samples and ensure staff in section are adequately trained to do this. * Use laboratory information system for reporting of results including results authorisation. |
| **PLANNING/ORGANISATIONAL/TRAINING SKILLS** |
| * Liaise with users of the service to provide excellent microbiology service. * Maintain Registration with HCPC. * Use CPD to maintain high level of competence in the field of Microbiology. * Participate in Training and attend meetings to update skills. * To assist in the delivery of registration portfolio’s to BMS staff. * To assist in planning of own work and other staff in team working within a section. |
| **PHYSICAL SKILLS** |
| * Load samples and reagents onto analysers in the Microbiology laboratory as required. * Maintain, calibrate and decontaminate automation as required. |
| **PATIENT/CLIENT CARE** |
| * Limited patient contact due to being laboratory based. |
| **POLICY/SERVICE DEVELOPMENT** |
| * To be responsible for writing, reviewing and updating SOP’s and other laboratory documentation. * Be able to perform verification / validation work and complete all relevant documentation. |
| **FINANCIAL/PHYSICAL RESOURCES** |
| * Preparation of laboratory chemicals and reagents. * Assist in maintaining stock levels within your current work section. * Responsible for the maintenance and calibration of equipment. |
| **HUMAN RESOURCES** |
| * Supervision and training of staff in section on tasks appropriate to grade. * To participate in staff recruitment. * Be familiar with all core Trust policies such as sickness reporting, annual leave requesting, and health and safety. * Be familiar with the Health and Safety policies of the Trust and the department and ensure that they are followed to maintain a safe working environment for all employees and visitors. |
| **INFORMATION RESOURCES** |
| * Undertake relevant training to become competent to use Beaker (EPIC) LIMS system. * Be able to fully use the electronic Quality Management system. * To have an active email account. |
| **RESEARCH AND DEVELOPMENT** |
| * Potential involvement in processing samples for clinical trials. |
| **FREEDOM TO ACT** |
| * Required to act independently within appropriate clinical/professional guidelines and refer to their manager or senior member of staff when necessary. |
| **OTHER RESPONSIBILITIES** |
| To take part in regular performance appraisal.  To undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling.  To contribute to and work within a safe working environment.  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. |
| **APPLICABLE TO MANAGERS ONLY** |
| Evidence that supporting employee health and wellbeing is included in any documents outlining the skills and knowledge that line managers need.  All managers hold the responsibility of the health and safety and wellbeing of their staff. |
| **THE TRUST- VISION AND VALUES** |
| Our vision is to provide safe, high quality seamless services delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust values. Our Trust values are:  Compassion  Integrity  Inclusion  Empowerment |
| We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will pay staff fairly and recognise the whole staff’s commitment to meeting the needs of our patients.  We are committed to equal opportunity for all and encourage flexible working arrangements including job sharing.  We are committed to recruiting and supporting a diverse workforce and welcome applications from all sections of the community, regardless of age, disability, gender, race, religion, sexual orientation, maternity/pregnancy, marriage/civil partnership or transgender status. We expect all staff to behave in a way which recognises and respects this diversity, in line with the appropriate standards. |
| **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.  The RDUH is a totally smoke-free Trust. Smoking is not permitted anywhere on Trust property, including all buildings, grounds and car parks. For help to quit call: 01392 207462. |

|  |  |  |
| --- | --- | --- |
| **Requirements**  P  E  R  S  O  N  S  P  E  C  I  F  I  C  A  T  I  O  N | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING**  Biomedical Science Degree (or other degree plus additional qualifications accredited by IBMS)  State registration with Health Professional Council  Specialist Portfolio qualification in Microbiology/Virology or equivalent  Specialist knowledge in Microbiology | E  E  E  E |  |
| **KNOWLEDGE/SKILLS**  Demonstrates excellent level of technical competence in relevant bench/ sections of Microbiology  Evidence of excellent, up to date, theoretical knowledge of Microbiology  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  Evidence of ability to use IT systems required for laboratory work including the Laboratory information management systems, Office WORD/ Excel and email  Demonstrates excellent communication skills (verbal and written)  Evidence of ability to work accurately under pressure  Demonstrates good dexterity  Ability to work On Call in Microbiology  Evidence of ability to participate and present data on evaluation / research work  Ability to supervise support staff and less experienced biomedical staff  Ability to work shifts | E  E  E  E  E  E  E  E  E  E  E |  |
| **EXPERIENCE**  At least 2 years laboratory experience as a Biomedical Scientist in Microbiology  Previous experience of staff supervision | E | D |
| **OTHER REQUIRMENTS**   * Enthusiasm for Science based work * The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust. * Ability to travel to other locations as required. | E  E  E |  |

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