



**Job Description and Person Specification for: Bank Radiographer**

**Department:**

Clinical Imaging Services

**Reports to:**

Clinical Imaging Lead

**Salary (Grade/Point/Annual/Pro rata):**

£21.39 per hour + £2.58 rolled up holiday pay

**Responsible for:**

Contributing to the development and delivery of teaching in the clinical sciences and undertaking appropriate scholarship

**Hours per week/FTE:**

Bank - Casual

**Working Hours:**

Variable

**Job Purpose/Summary:**

- Act as practitioner and operator under IR(ME)R 2017
- Work at the AECC University College leading the x-ray department as part of the imaging service.
- Meet the Health and Social Care Professions (HCPC) standards of proficiency for radiographers
- Understanding of the relevant legislation (IRR 17 and IR(ME)R 17) and their applications to the x-ray service
- Safe supervision of undergraduate students undertaking x-ray imaging of patients
- Liaise with the teaching team in both the School of Radiology and the School of Chiropractic

**Main Responsibilities/Key Tasks:**

- Work within the x-ray department at AECCUC including authorising and justifying referrals from outside and internal referrers according to AECCUC imaging guidelines.
- Maintain adherence to IR(ME)R 17 regulations including correct identification of patients and images, and undertake regular audits and checks including reject analysis, diagnostic reference levels (DRL's).
- To understand the reporting requirements for significant events, including accidental or unintended exposures
- Comply with all IRR 17 regulations including adherence to local rules, undertaking regular quality assurance checks on equipment, issuing and management of personal dosimeters, and reporting to the radiation protection supervisor and radiation protection advisor where necessary
- Liaise with applications specialists and engineers to ensure optimum functioning of the diagnostic radiology suite, and appropriate annual checks of equipment
- Maintain professional relationships with outside referrers and provide updates on changes to relevant practice and policies
- Ensure clinical governance procedures are embedded within daily practice
- Work with the PACS and RIS system with respect to patient information and images
- Co-ordinate with reporting professionals at AECCUC on the timely issuing of reports to referrers, and provide images on request to patients and referrers
- Maintain confidential databases of patient data including exposure factors, doses and exposure index
- Assist with practical training of both chiropractic students and radiography students on the safe use of equipment, application of legislation, positioning of patients, and technical image evaluation of resultant radiographs
- Use initiative to ensure that all patients receive the best standard of care



**Additional Duties**

- To demonstrate support for the College’s commitment to equal opportunities and its Dignity, Diversity and Equality Policy.
- To demonstrate support for the College’s Health and Safety Policy ensuring that it is adhered to in the post holder’s areas of responsibility.
- To undertake other activities identified from time to time commensurate with the level of the post
- To undertake all mandatory training as required in a timely manner.
- To embody and work in line with our values.

<b>Requirement:</b>	<b>Essential:</b>	<b>Desirable:</b>
<b>Education, Training and Qualifications</b>	<ul style="list-style-type: none"> <li>▪ BSc Radiography, DCR, or any other accepted international equivalent</li> <li>▪ State registered radiographer with current HCPC registration</li> </ul>	<ul style="list-style-type: none"> <li>▪ Member of the Society and College of Radiographers</li> <li>▪ Post-graduate training qualification (or currently working towards one)</li> </ul>
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>▪ Able to competently position patients for a wide range of x-ray examinations</li> <li>▪ Evidence of ongoing CPD</li> <li>▪ Understanding of the application of relevant legislation and laws including Health and Safety, Data Protection and Safeguarding</li> <li>▪ Up to date technical knowledge of x-ray equipment, user interfaces, RIS and PACS systems</li> <li>▪ IT literate with good knowledge of MS office suite of products</li> <li>▪ Demonstrate adherence to all infection control procedures and supervise students in this area</li> </ul>	<ul style="list-style-type: none"> <li>▪ Awareness of developments in the wider field of medical imaging</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>▪ Proven relevant experience in diagnostic radiography with an emphasis on plain film imaging</li> <li>▪ Experience of teaching, supervising or mentoring</li> </ul>	<ul style="list-style-type: none"> <li>▪ Experience in quality improvement initiatives</li> <li>▪ Previous experience of implementing audits</li> <li>▪ Experience in competency assessments of students</li> </ul>

	students in medical imaging	
<b>Abilities</b>	<ul style="list-style-type: none"> <li>▪ Ability to perform initial interpretation of images and work under own initiative when requesting an urgent report</li> </ul>	
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>▪ Good organizational skills and ability to manage own workload</li> <li>▪ Proven 'can do' attitude and a willingness to work with other professions at all levels</li> <li>▪ Work professionally and empathetically with patients and students</li> <li>▪ Maintain a professional image and uphold the standards of AECCUC</li> <li>▪ Excellent interpersonal and communication skills</li> </ul>	<ul style="list-style-type: none"> <li>▪ To work flexibly if the service requires</li> </ul>
<b>Other Requirements</b>	<ul style="list-style-type: none"> <li>▪ Undertake regular training of bank radiographers in the policies and procedures of the AECCUC x-ray service</li> </ul>	

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***NB: The purpose of the job description is to indicate the general level of responsibility of the position. The duties may vary from time to time without changing their general character or level of responsibility.***

The AECC University College is committed to equality of opportunity and welcomes applications from everyone regardless of ethnicity, disability, gender, age, faith or sexual orientation.

If need for action or an opportunity is identified, this must be brought to the attention of the Executive Director of Administration. The Executive Director of Administration will periodically review this job description and modify it to meet the changing demands of the College and the department.