

Biomedical Science Associate Practitioner

Department: Health and Community Services

Division: Clinical Support Services and Cancer

Reports to: Biomedical Scientist Team Manager

JE Ref: HCS530

Grade: CS08

JE Date: 20/04/2020

Job purpose

Give a brief overview of the aim of the job, its level of authority / autonomy, its context in the department and wider organisation and the contribution it makes to the States' strategic goals. It is helpful to construct the sentence in terms of what is done, for what purpose and outcome, and to what audience.

It may be helpful to write this last.

If this becomes a list of accountabilities or tasks, move them to Job specific outcomes, below.

Assist biomedical scientists by conducting a wide range of scientific activities to process clinical samples, to help guide the diagnosis and management of disease, improving the health and wellbeing of islanders.

Job specific outcomes

List the most significant responsibilities / outcomes of the job. Focus on the principal areas of work, what they are required to do and how this requirement contributes towards achieving the job's purpose.

List no more than 8-10 specific outcomes, ensuring they cover the main and most important parts of the role.

As with the job purpose, the main responsibilities should be concise, clear statements, which show what is done, who it impacts, how and why.

Remember to use active and direct language. Talk about the work that the job does, not what the whole team or a manager might do.

Perform a range of laboratory tasks, involving the processing of clinical specimens, e.g. microtomy and staining, to help guide and contribute to clinical diagnoses, treatments and the evaluation of the effectiveness of therapeutic interventions.

Prioritise work, using personal knowledge and experience of scientific procedures and other people's job roles, to meet urgent clinical need and agreed laboratory turnaround times.

Use knowledge of anatomy and cellular pathology to process tissue specimens including, bisection, orientation, inking, fixing, processing, embedding, trimming, sectioning at multiple levels, and tinctorial and immunohistochemical staining, to produce high quality slides for clinical diagnosis by pathologists.

Attend fine needle aspiration clinics and work with clinicians to prepare slides; perform laboratory preparation and staining of cytology specimens, to produce slides with the maximum amount of diagnostic material.

Take personal ownership for decisions that impact on patient care, sometimes working alone, and escalating complex issues to biomedical scientists, to enable prompt and appropriate patient treatment.

Network with other professionals, including other teams and at off-island referral laboratories, to manage people's expectations of the service, and chase up and give out laboratory results.

Keep accurate records of laboratory work, such as temperatures, dates, times, batch numbers, observations and measurements, as evidence of adherence to quality standards.

Educate, train and assess the competence of less experienced employees, leading a small team if necessary, and take responsibility for own development, keeping a folder of evidence, so as to engender a culture of career-long learning.

Participate in the review of documents, management of nonconformity, audit and other quality management tasks, to facilitate and demonstrate commitment to continual improvement.

Minimise risk and keep the workplace clean and tidy to ensure a safe working laboratory environment for employees and visitors.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

Organisational structure



Person Specification

Specific to the role

Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.

It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications Please state the level of education and professional qualifications and / or specific occupational training required.</p>	<p>Institute of Biomedical Science Certificate of Achievement Part II</p> <p>Or</p> <p>A relevant qualification at academic level 5</p>	<p>Registered Scientist (RSci)</p>
<p>Knowledge This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</p>	<p>Knowledge of a range of routine and non-routine medical laboratory procedures, and their theoretical basis</p> <p>Understand the principles of good laboratory</p>	<p>Specific knowledge of histological and cytological principles:</p> <ul style="list-style-type: none"> • Fixation • Tissue recognition • Cell biology • Histology • Staining

	practice, quality management, safety, infection prevention and risk management	
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Able to conduct diagnostic laboratory investigations to reproducible standards</p> <p>Able to demonstrate proficiency in practical laboratory skills</p> <p>Able to operate laboratory equipment</p> <p>Able to work with accuracy and precision in conformance with standard operating procedures</p>	<p>Specific histological and cytological techniques:</p> <ul style="list-style-type: none"> • Tissue processing • Tissue embedding • Microtomy • Slide staining • Cytological preparation
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Able to train and assess the competence of others</p> <p>Able to prioritise and multitask</p> <p>Demonstrate a logical and systematic approach to problem solving</p> <p>Able to use appropriate information and communication technologies including laboratory information management systems</p> <p>Good verbal and written skills</p> <p>Ability to work to deadlines</p> <p>Ability to work under own initiative</p>	
<p>Experience</p>	<p>Experience of working in a medical laboratory,</p>	

<p><i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of postqualification experience).</i></p>	<p>acquired over approximately two and a half years</p>	<p>Experience of leading, supervising and motivating a team</p> <p>Keep a folder of evidence of competence</p>
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Core Accountabilities, Attributes and Behaviour Indicators

Delete as appropriate:

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 6 core accountabilities attributes and behaviour indicators.

The standards relevant to this tier, identified in the States of Jersey core accountabilities attributes and behaviour indicators, are to be attached in a separate document.