

Deputy Superintendent Radiographer

Department: Health and Community Services (HCS)

Division: Clinical Support Services and Cancer

Reports to: Superintendent Radiographer

JE Reference: HCS618

Grade: 13

JE Date: 25/06/2020

Job purpose

1. Consistent provision of strong managerial skills to undertake own workload and in the absence of the Superintendent Radiographer carry out their duties to deliver a high quality imaging service.
2. Manage an imaging modality* within the Radiology service and provide expert specialist advice.
3. Undertake clinical duties.

**Imaging Modality is an imaging technique, such as X-ray, CT (computed tomography), MRI (Magnetic Resonance Imaging,) Ultrasound and Mammography.*

Job specific outcomes

1. Work as a senior manager in Radiology providing professional support and supervision to the modality managers and in the absence of the Superintendent Radiographer take on the management of the Radiology Department to include staff, equipment, governance, financial and service management.
2. Lead and be responsible for a variety of operational projects as delegated by the Superintendent Radiographer including capital equipment replacement from the development of the business case and procurement strategy to delivery and implementation with expenditure ranging from £10,000 to £1,000,000.
3. Implement the statutory provisions of the Ionising Radiation Regulations (IRR) 2017 as the Responsible Officer for radiation protection and compliance under the law including the investigation of radiation incidents. This role is defined in IRR 2017 as Radiation Protection Supervisor.
4. Lead on the production, interpretation and reporting of radiology statistical data and the development of bespoke statistical reports as required for audit within the department and the wider organisation.
5. Ensure departmental equipment quality assurance programmes are implemented, performed and documented in accordance with Ionising Radiation (Medical Exposure) Regulations 2017.

6. Develop and implement policies, procedures, guidelines and undertake risk assessments. Investigate and act on complaints and untoward incidents (Datix). Undertake regular audit to ensure the service maintains an ethos of continuous improvement.
7. Manage the work of a specialist imaging modality, focussing on the patient experience, clinical outcomes and the environment to include infection prevention and control, equipment and building maintenance.
8. Practice as a clinical imaging specialist carrying out imaging examinations performing imaging techniques setting a very high standard to include complex and specialist examinations acting as a role model for the team. Where applicable the administration of intravenous, oral and/or rectal drugs to patients. Participation in an on-call service where appropriate.
9. Maintain all relevant records in the required format and on time. Operate information and communication systems to ensure the integrity of information stored on all databases. Adhere to appropriate legislation, the Government of Jersey, HCS and Radiology policies and procedures.

Statutory responsibilities

- The post holder will have to comply with all relevant States Laws, such as the Health and Safety at Work (Jersey) Law 1989 and any other associated legislation, Standing Orders, Financial Directions, and other relevant Codes of Practice, in respect of managing the key project deliverables of programmes and costs through the active management of procurement, approval, financial and administrative procedures.
- To be responsible for your own health and safety and that of your colleagues, in accordance with the Health and Safety at Work (Jersey) Law, 1989
- To work in accordance with the Data Protection (Jersey) Law;
- This role is politically restricted. The jobholder is not permitted to undertake political activity involving standing for election to the States or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

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 <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>BSc in Diagnostic Radiography or equivalent.</p> <p>Post graduate imaging qualification. Where reporting of images is undertaken it is essential that the qualification includes this.</p> <p>Post Graduate Management Qualification</p> <p>Registered with the Health and Care Professions Council and the Jersey Care Commission.</p>	<p>Study to Masters level</p>
<p>Knowledge <i>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).</i></p>	<p>Demonstrates high level theoretical, practical and management knowledge across a number of imaging modalities to enable the delivery of a high-quality service. To include evidence of continuing professional development</p> <p>Good understanding of medical conditions that may require imaging from the Radiology service and how clients may present to the service.</p> <p>Detailed knowledge of pathology using the specialist modality</p> <p>Demonstrates a high level understanding of clinical governance and the importance of continuous improvement</p> <p>Knowledge of employment law and HR policies and an understanding of the management of others in a Professional capacity.</p> <p>Strong understanding of relevant legislation e.g. radiation and other health safety laws and data protection</p> <p>Knowledge of States of Jersey Financial Directions</p>	

<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 demonstrate a range of information technology skills i.e. an ability to effectively use IT equipment and role critical software.</p> <p>Able to operate with expert knowledge a full range of imaging equipment within the service and train others on its use.</p>	
<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>Excellent relationship building with both internal and external stakeholders up to and including a senior level, and especially with service users.</p> <p>Able to understand and manage a range of complex facts or situations requiring analysis.</p> <p>Strong problem-solving acumen.</p> <p>Excellent communication skills, both verbal and written.</p> <p>Communicates effectively across all levels and media.</p> <p>Ability to adapt personal style in order to influence others and gain support for ideas. Demonstrates empathy towards individual clients.</p> <p>Supports the development of, shares learning with, and is able to motivate other members of staff.</p> <p>Able to remain professional and effective under pressure.</p> <p>Committed to continuous service improvement and also continued professional development for themselves and their team.</p> <p>Self-directed & resourceful.</p> <p>Flexible approach to work.</p>	
<p>Experience <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</i></p>	<p>Significant post-graduate practical experience in Radiology, some of which must have been with management responsibility.</p> <p>Budget management – both capital and revenue.</p> <p>Project management experience</p> <p>Experience of working effectively within a multidisciplinary team.</p>	

<p><i>external body (for example a period of post-qualification experience).</i></p>	<p>Training and development of non-medical radiology staff.</p> <p>Experience of managing and delivering audits of service, identifying improvements, developing business cases for improvement and implementing agreed improvements.</p>	
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Core Accountabilities, Attributes and Behaviour Indicators

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 4 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.