

Job Title: Deputy Imaging Modality Manager

Department: Health and Community Services (HCS)

Division: Clinical Support Services and Cancer

Reports to: Modality Manager

JE Ref: HCS662

Grade: CS11

JE Date: 03/06/2020

Job purpose

1. Undertake specialist clinical duties and impart knowledge and practice to the radiographers.
2. Management of the specialist modality work within the staff & equipment resources allocated.
3. Support the modality manager in leading and developing the modality practice and deputise in the manager's absence.

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

Job specific outcomes

1. Undertake a wide range of specialist clinical work, to include highly complex procedures; the administration of intravenous, oral and/or rectal drugs to patients. To work independently within an agreed scope of practice, with responsibility and accountability for own clinical work. As an expert to demonstrate a high level of skill in clinical situations.
2. Take day to day responsibility for the supervision of the team working in the modality. Give technical advice when they are unsure or where problems and difficulties arise and make decisions when there are competency or patient safety concerns; this can include the responsibility for making a safeguarding referral if concerns are raised about a vulnerable child or adult.
3. Work with the modality manager to ensure staff are trained, as required, in radiation protection, MRI safety, health and safety, infection prevention and control and other relevant legislation and monitor their compliance on a daily basis and where improvements in practice are identified have the responsibility for addressing this.
4. Work with the modality manager when change is required. This is often due to a change in service demand. The modality manager will allocate streams of work to complete, such as the development of new patterns of working, which will require negotiation with other members of the team and have the responsibility to implement the change delegated.
5. Support the Modality Manager in the management of modality staff including: recruitment, induction, the co-ordination of mandatory training, continued professional development, performance review and staff competency.
6. Work with the Modality Manager and where allocated develop and implement risk assessments, review and update modality policies and procedures. Take responsibility, where this is delegated, for investigating and acting on untoward incidents (DATIX) and

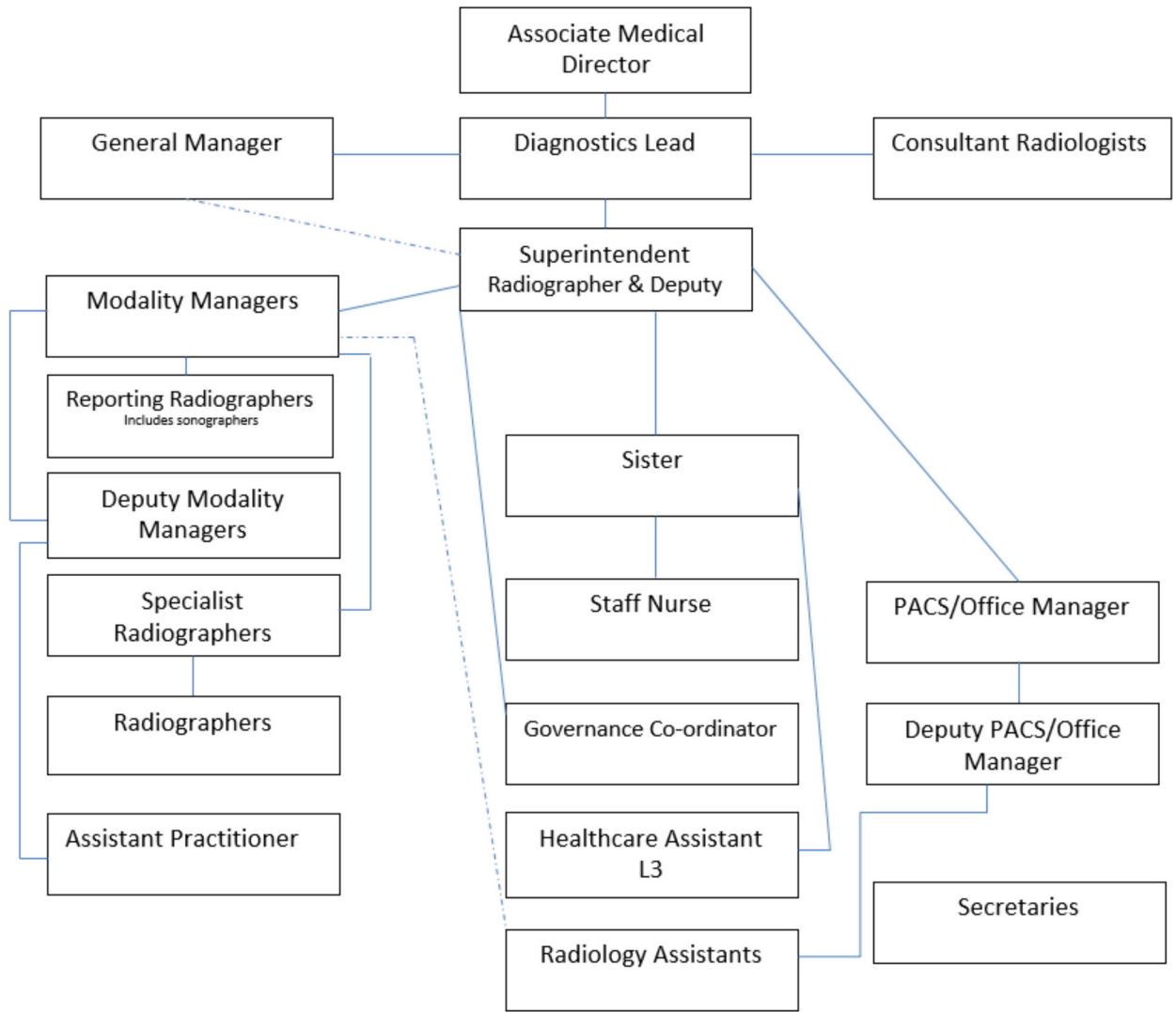
complaints. Contribute to the quality management of the modality and conduct modality audits.

7. 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.
8. Assist in the management of the modality imaging equipment to ensure faults are identified, appropriate action taken and equipment quality is maintained. Aid with the implementation and maintenance of a quality assurance program and act on adverse findings to ensure minimal impact on service provision.
9. Attend, or receive instructions from, Multi-Disciplinary Team Meetings and where required, make arrangements for follow up investigations, taking responsibility for ensuring all the specialist resources are available at the appropriate time.
10. Provide and participate in an on-call service and/or out of hours work. Responsible for organising the rotas for the modality.

Statutory responsibilities

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

Organisation chart



Person Specification

Specific to the role		
ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications	<p>BSc in Diagnostic Radiography or equivalent.</p> <p>Post graduate qualification in specialist modality. Where reporting of images is undertaken it is essential that the qualification includes this.</p> <p>Registered with the Health & Care Professions Council (HCPC) and has Jersey Care Commission registration.</p> <p>Cannulation/contrast administration certificate – Modality specific</p> <p>Post graduate practical specialist modality experience and the knowledge and ability to independently perform a wide range of specialist modality examinations.</p>	A Post graduate Management Qualification
Knowledge	<p>Well-developed specialist knowledge of modality underpinned by sound theoretical & practical knowledge of modality to deliver a high-quality practice and management of the service.</p> <p>Practical knowledge of how to independently perform a wide range of speciality modality examinations.</p> <p>Detailed knowledge of pathology using the specialist modality.</p> <p>Awareness of the roles of other services (Health, Social Care and Education) and the interface with Psychological Therapy.</p> <p>Good understanding of medical conditions that may require imaging from the specialist modality and how patients may present to the service.</p> <p>Demonstrates an understanding of clinical governance.</p>	

	<p>Understanding of the supervision of others in a professional capacity.</p> <p>Good understanding of relevant Health & Safety requirements</p> <p>Good understanding of data protection requirements.</p> <p>Good understanding of change management.</p> <p>Good understanding of Employment law</p>	
Technical / Work-based Skills	<p>Able to operate with expert knowledge the full range of imaging equipment within the specialist modality and train others on their use.</p> <p>Carry out imaging examinations to a very high standard in a caring and efficient manner, ensuring patient privacy and dignity is maintained.</p> <p>Undertake a wide range of clinical work, appropriate to the imaging modality, to include: Adaption of protocols required by individual patients. Complex and unusual examinations including major trauma, which may be distressing and highly stressful.</p> <p>Where trained, deemed competent and authorised, undertake injections, administer oral contrast, administer rectal contrast and supervise junior members of staff with the above. Report plain film examinations.</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>	
General Skills/Attributes	<p>Excellent relationship building with both internal and external stakeholders, and especially with service users.</p>	

	<p>Able to understand and manage a range of complex facts or situations requiring analysis.</p> <p>Good problem-solving acumen.</p> <p>Excellent communication; verbal and written.</p> <p>Ability to use verbal and non-verbal communication to assess the patient's anxiety levels/mood in order to respond appropriately to achieve the best outcome for everyone in situations which could potentially be stressful.</p> <p>Good conflict resolution.</p> <p>Able to mediate between colleagues if necessary.</p> <p>Communicates effectively across all levels and media.</p> <p>Confidence to ask questions of peers and medical colleagues in order to make sure the patient receives the best outcome</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 and shares learning with, other members of staff. Be approachable to all new/junior staff to answer any questions, queries or learning needs.</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 and resourceful.</p>	
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	Flexible approach to work.	
Experience	<p>Significant post-graduate practical specialist modality experience.</p> <p>Experience of working effectively within a multidisciplinary team.</p> <p>Training and development of Professional and non-qualified modality staff.</p> <p>Experience of managing and delivering audits of service, identifying improvements and support the implementation of the agreed improvements.</p>	Experience of management responsibility in this specialist setting.
Criteria relating to Safeguarding	<p>Respectful of the individual needs of all service users.</p> <p>Able to promote the welfare of children and young people, and know how to raise safeguarding concerns.</p> <p>Understands the procedure to implement if have safeguarding concerns about an adult.</p> <p>Must have Enhanced DBS.</p>	

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.