BMI Healthcare

| Role: | Lead MRI/CT Radiographer for The Clementine Churchill Hospital |
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| Function: | Hospitals |
| Reports to: | Director of Diagnostics & Physiotherapy Services |
| Key Contacts: | Patients, Visitors, Consultants & other BMI staff |
| Level: | Grade M5 |
| Location: | The Clementine Churchill Hospital, Harrow & Other BMI Premises as required |

## Role Purpose:

- To carry out a full range of general and specialised radiographic procedures maintained to high technical and patient care standards, and to apply the lowest radiation doses possible consistent with good diagnostic images, and a safe environment.
- To be responsible for the efficient and safe operation of the Imaging Centre.

## Core Responsibilities:

- Manage and plan individual investigations required, and follow the instructions of the supervisory radiologist.
- To support the Director and the Team Leaders of the department.
- Produce images to a previously agreed standard, using techniques that produce the lowest radiation dose to the patient and staff.
- Practice good radiation protection and safety, and observe "local rules" and “systems of work” and IR (ME) R guidelines.
- To administer Intravenous cannulation and injection of substances (contrast administration).
- Manage the designated working area and ensure that it is tidy, clean and efficiently run.
- Undertake other non-radiographic duties as necessary.
- Report all equipment malfunctions or faults to the manager or R.P.S. and if necessary undertake any further action to ensure the safe operation of the equipment.
- Participate in and contribute to Quality Assurance tests within the Imaging Centre.
- Participate in and contribute to the constant monitoring and reviewing of radiographic and service standards and HW.
- Maintain a high standard of customer/patient care and ensure as a team member that this is maintained throughout the Imaging Centre and hospital.
- Practise and observe all company, hospital and Imaging Centre policies and procedures. These include Health & Safety, Fire, COSHH and manual handling.
- Report any hazards or incidents and participate in risk assessments.
- Ensure cost effective use of consumables and the need for cost efficiency generally.

- Ensure that his/her knowledge of technical and professional matters is up to date (C.P.D.).
- Participate in the Imaging Centre's on-call/rota system.
- Maintain a high professional conduct and IR (ME) R compliance, and observe strict confidentiality at all times.
- Must be able to use all IT systems including Ultragenda CRIS and PACS.

## Key Accountabilities:

- Efficient usage of all IT systems, Ultragenda, PACS, CRIS.
- Practise and observe all company, hospital and Imaging Centre policies and procedures. These include Health & Safety, Fire, COSHH and manual handling.
- Report any hazards or incidents and participate in risk assessments.
- Ensure cost effective use of consumables and the need for cost efficiency generally.
- Ensure that his/her knowledge of technical and professional matters is up to date (C.P.D.).
- Participate in the Imaging Centre's on-call/rota system.
- Maintain a high professional conduct and standard at all times and observe strict confidentiality. To provide support, guidance and assistance to others as required.
- To take on supervisory role and responsibilities as delegated by the team leader and the manager.
- To assist with PACS administration as a super user.
- To comply with, and be aware of your responsibilities with regard to the Corporate and Hospital Policies and Procedures, this includes Health and Safety, Equal Opportunities. In particular to comply with departmental policies relating to Health & Safety, Infection Control and Radiation Safety procedures.
- To actively participate in the promotion of your department and the hospital.
- To participate in mandatory training, personal development and the appraisal system as appropriate.
- To perform any other reasonable duties as requested by your Head of Department.

## Key Performance Indicators:

- Efficient and accurate production of high quality diagnostic images with low radiation dose to the patients and within a safe environment.
- Multi-skills within the Imaging Centre utilizing knowledge and technical abilities.
- Awareness of cost efficiency.

## Knowledge / Skills / Qualifications:

- Degree or Diploma in Diagnostic Radiography
- Extensive qualification experience in radiographic techniques and dealing with patients.

- Certificate of competence in administering intravenous injections (desirable).
- CT /MRI scanning experience (highly desirable).
- Mammography accreditation (desirable).

## Key Behaviours

**Think Customer:** Focuses on the needs of customers, primarily our patients and consultants. Identifies and prioritises the customer's needs. Understands situations from the customer's perspective, and provides solutions, which fit the customer's needs. Focuses on customer service and care and takes a proactive approach to their needs and ownership of their issues.

**Own Your Part in Delivering Results:** Demonstrates determination, resourcefulness and purpose to personally deliver the best results for the organisation. Takes ownership for the whole situation including actions, outcomes and consequences.

**Leadership:** Develops a compelling sense of purpose and direction. Motivates and empowers others to align their efforts to achieve our goals. Creates an open and trusting environment. Demonstrates high moral standards and integrity in all matters.

**Impact & Influencing:** Persuades, convinces and influences others to enable progress and deliver success. Takes a partnership approach, aiming for an outcome that is mutually beneficial. Has a high degree of self-awareness and maintains a calm demeanour in stressful and challenging situations whilst still achieving desired outcomes.

**Be One Team:** The ability to gain an understanding of the needs of others, build strong relationships and drive action that is mutually beneficial for both individuals and the company. Always behaves in a way that is consistent with the BMI Behaviours and is receptive to further improvement.

**Innovate, Adapt & Change:** Develops new insights into situations, questions conventional approaches, encourages new ideas and innovations. Is open to change. Is flexible and adaptable to changing circumstances, being tolerant of necessary change and fluidity within the organisation.

**I accept this as my role profile, which may be subject to change to meet the needs of the business**