

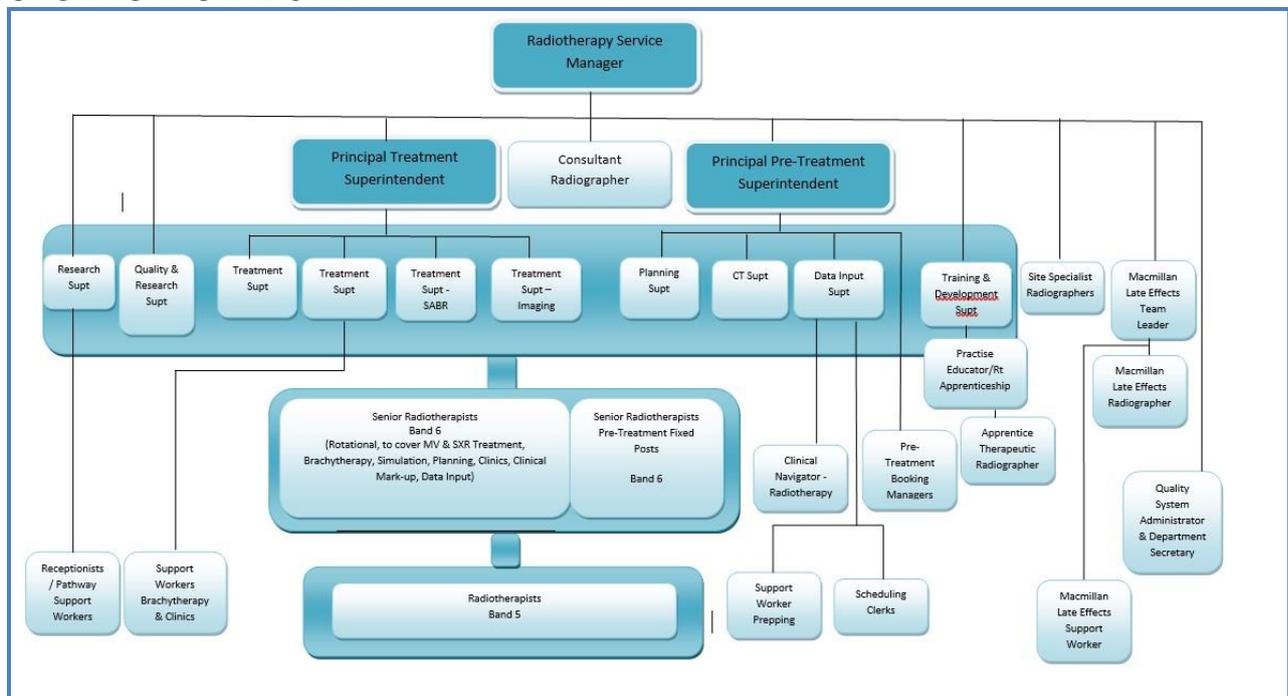
## Job Description

<b>JOB TITLE</b>	<b>Research Radiographer</b>
<b>GRADE</b>	<b>Band 6</b>
<b>REPORTS TO</b>	<b>Research Superintendent</b>
<b>ACCOUNTABLE TO</b>	<b>Radiotherapy Service Manager</b>
<b>DEPARTMENT</b>	<b>Radiotherapy</b>
<b>DIVISION</b>	<b>Cancer, Diagnostics &amp; Clinical Support</b>
<b>DATE</b>	<b>February 2024</b>

### JOB PURPOSE

The postholder will work across the Multi-Professional Clinical Team to support the integration of Research and new developments into Radiotherapy Practice.  
The postholder will support in the implementation and ongoing management of Radiotherapy trials and projects – both local and national/multi-national.

### ORGANISATIONAL CHART



### DIMENSIONS

The Radiotherapy Department treats approximately 2,000 new cases per year and has 8 Consultant Clinical Oncologists with Specialist Registrars rotating on a 6 monthly basis.

The department is equipped with 4 Varian TrueBeam Linear Accelerators, Nucletron HDR Brachytherapy unit & an Xstrahl superficial unit. We also have Vision RT Surface Guided Radiotherapy on two of our four linear accelerators.

Treatment localisation & planning is provided by a Philips wide-bore CT-Simulator, Virtual Simulation, and Varian Eclipse Planning system and OMP Brachytherapy planning modules.

The post holder will be required to work closely and collaboratively with Clinical Oncologists, Radiotherapy Physics, Senior Managers, Therapeutic Radiographers and other members of the Multi-Disciplinary Team to ensure a high-quality radiotherapy service is maintained and developed.

The postholder will need to have a broad grasp of health care issues, specifically related to research so as to be able to contribute towards overall radiotherapy service strategies and to participate and on occasions lead discussions at a national level on the direction and development of radiotherapy research.

The Post holder, working at this level within the Trust will be expected to contribute to the improvement of care for patients and to the delivery of NHS targets. All Radiotherapy roles are additionally expected to contribute towards the NHS Cancer Plan, professional and locally agreed targets. The post holder will be expected to demonstrate core Trust management behaviors and to engage in and respond positively to change, modernisation and opportunities for new ways of working. They should demonstrate clear operational leadership and appropriate values and take responsibility for his/her own actions at all times.

## KEY RELATIONSHIPS

### Internal

The post holder is expected to promote and maintain effective communication and working relationships with immediate colleagues/teams and the multi-disciplinary team on a wide range of short, medium and long term issues. They must liaise and collaborate with the Radiotherapy Service Manager and Clinicians along with the following key stakeholders as appropriate: Trust Governance teams, R&D and Risk Management teams

### External

National Trials Offices & Clinical Trials Teams  
Regional Network team

## KEY RESULT AREAS

- Communicate with Cancer patients and their carers, in a sensitive and reassuring manner, in order to:
  - ensure that each patient understands the procedure for which they are / will be attending.
  - assess that each patient is physically and emotionally fit for the individual planned procedure.
  - ensure that fully-informed Consent for Clinical Trials is carried out in compliance with ICH GCP and the EU Directive.
- Take an active role in the management and co-ordination of the day-to-day organisation of Clinical Trials and Research within Radiotherapy, liaising closely with research governance teams, the Radiotherapy team, medical staff; Radiotherapy Physics, Nursing & Office Staff.

- Support the extension of Research & Development within Radiotherapy Practice, ensuring that all staff are aware of and trained in the relevant protocols and working procedures.
- Work with the Radiotherapy multi-disciplinary team to ensure that all patients entered into Clinical Trials with a Radiotherapy option have received the appropriate information & support and have given full informed consent.
- Function in a collaborative practice role within Cancer Services and the Research governance teams to provide guidance in the assessment, planning, implementation and evaluation of clinical research protocols.
- Act as an educational resource for the multi-disciplinary team with special regard to Radiotherapy Clinical Trials and Research.
- Take a lead role in patient care for those patients in Clinical Trials in line with service needs, e.g. On-Treatment Review, etc
- Understand and comply with professional, statutory and Hospital Policies & Procedures (e.g. Research Governance Framework, ICH GCP, EU Directives, Code of Professional Conduct, CoR Guidelines on Professional Practice and C.P.D., Health & Safety at Work Act, etc)

### PERSON SPECIFICATION – FOR RECRUITMENT PURPOSES

	<b>Essential</b>	<b>Desirable</b>
<b>Education, Training and Qualifications CPD Requirements</b>	DCR(T) / BSc (Hons) Radiotherapy & Oncology Evidence of C.P.D. activity in Research Holds and maintains ICH GCP accreditation.	Trained Recruiter  Trained Auditor
<b>Experience &amp; Knowledge</b>	Broad knowledge base of radiotherapy practice & technology and associated clinical implications & side effects. Good understanding of Chemotherapy and associated side effects	Experience in Research or audit
<b>Skills and Ability</b>	Demonstrates the ability to deal with difficult situations and remain calm under pressure. Excellent problem solving skills. Able to make decisions and implement change based on the analysis & interpretation of a range of complex information & facts. Ability to work effectively as both a team leader and autonomously as required. Well developed organisational skills Ability to multitask. Ability to motivate self and others. Negotiating and influencing skills Confident in the use of Information Technology	

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	Ability to complete databases and extract data. Teaching and presentation skills	
<b>Communications and interpersonal skills</b>	Ability to communicate highly complex radiotherapy related information to patients. Ability to communicate highly sensitive and sometimes distressing information with empathy. The post holder is expected to promote and maintain effective communication and working relationships with immediate colleagues/teams and the multi-disciplinary team on a wide range of short, medium and long term issues. Ability to provide, present and receive highly complex, sensitive, often multi-stranded information, in an appropriate manner for relevant forums/committees/conferences – usually regarding treatment.	
<b>Values and Behaviours</b>	Honest, reliable & professional, acting in a professional and leadership role demonstrating the behaviours outlined by the Trust and the College of Radiographers Professional Code of Conduct.  Evidence of understanding of Trust values & behaviours.	
<b>Other requirements</b>		

## Person Specification

### Communication and relationship skills (include internal/external contacts)

Provide and receive complex/highly complex information; requires empathy and reassurance; barriers to understanding.

Communicates radiotherapy related information to patients e.g. those with learning difficulties, claustrophobia Good interpersonal skills, with the ability to communicate highly sensitive and sometimes distressing information with empathy.

Able to work effectively both within a team and autonomously as required.

Negotiating / influencing skills.

### Knowledge, training and experience

HPCP registered Therapeutic Radiographer, holding BSc Hons in Radiotherapy or equivalent Specialist professional knowledge acquired through degree supplemented by specialist postgraduate diploma or equivalent level, short specialist courses. Knowledge of radiotherapy practice and radiation protection

### Analytical and judgemental skills

Demonstrates the ability to deal with difficult situations and remain calm under pressure.  
Excellent problem-solving skills  
Able to make decisions and implement change based on the analysis & interpretation of a range of complex information & facts.  
They will analyse highly complex scenarios, constructing reports/communications utilizing these.  
They will act in an influencing role in areas that may cause significant conflict due to changes in traditional working practice, roles, operational systems, etc. using empathy and persuasion as appropriate.

### Planning and organisational skills

Plans & prioritises own patient workload.  
Prioritises work according to changing or emergency situations.

### Physical skills

Physically able to undertake the ongoing requirements of the role.  
Frequent moderate effort for several short periods

### Responsibilities for patient / client care

Manages own patient caseload.

### Responsibilities for policy and service development

Prioritises and organises workload in line with departmental protocol.  
Develops and maintains protocols for own area of work adhering to the Radiotherapy Quality System.  
Maintains confidentiality of information about patients, staff and health service business  
Ensures that the health and safety of patients, visitors and staff is maintained at all times and that organisational and departmental policies are adhered to.  
Maintains and ensures that all relevant mandatory training remains up to date.

### Responsibilities for financial and physical resources

Understands personal responsibility for effective management of resources and safe use of equipment.  
Takes responsibility for the appropriate safe handling of patient's personal possessions.

### Responsibilities for human resources

Provides training in own discipline/teach, deliver specialist training Supervises work of other qualified staff, students and assistants; provides clinical training/provides specialist training to own profession.

### Responsibilities for information resources

Confident in the use of Information Technology  
Accurately maintains patient records, records own data.  
Has a good awareness of data protection and Caldicott issues and ensures that these are adhered to.  
Records personally generated information  
Ability to complete databases and extract data.

### Responsibilities for research and development

Deputises for the lead for research in Radiotherapy when required, regularly undertakes Research and Development activities.

### Freedom to act

Responsible for maintaining own Continuing Professional Development portfolio, in order to comply with requirements of Professional Body and ongoing State Registration to practice.

### Physical effort

Physically able to undertake the ongoing requirements of the role.

### Mental effort

Requirement to respond to unpredictable work patterns with frequent interruptions.  
Be flexible and adaptable to changing work environment.

### Emotional effort

Displays high standards of personal and professional behaviour and integrity at all times.  
Has the ability to deal with distressing and emotional circumstances, such as breaking bad news or dealing with complaints.  
Frequent exposure to emotional circumstances and patients who may be distressed.  
Ability to remain calm under pressure.

### Working conditions

Works in an environment where there is exposure to unpleasant working conditions and hazards. Occasional verbal abuse.

This job description outlines the duties as currently required but may be amended by mutual agreement to reflect future transformation and integration of the Trust.

<b>Signed:</b> <b>(Member of staff)</b>		<b>Date</b>	
<b>Signed:</b> <b>(Line Manager)</b>		<b>Date</b>	

University Hospitals of Derby and Burton NHS Foundation Trust was formed on 1 July 2018, bringing together five hospital sites in Derby and Burton.

Our aim is to bring together the expertise of our 12,300 staff to provide the highest quality care to patients within Derbyshire and South East Staffordshire. Our vision, values and objectives are:



## Our Vision & Identity

Our UHDB Identity is that we provide *'Exceptional Care Together'*, which is our 'Why?'. It is the fundamental purpose that guides all that we do.



## Our Values & Behaviours

Our staff have co-created a set of values and behaviours that are stretching and inspiring in equal measures. These are our UHDB promises. They are powerful messages and will shape how we care for others and care for each other. They are **Compassion, Openness and Excellence...**



## Our objectives

As part of the 'Big Conversation', we lastly turned our attention to our aims, big steps we must we take in the future. This is our 'What?'. Our staff said that we should continue to have **PRIDE...**

## Equality, Inclusion and Diversity

University Hospitals of Derby and Burton NHS Foundation Trusts is fully committed to promoting inclusion, equality, diversity and human rights in employment and delivery of its services. The Trust is committed to providing an environment where all employees, patients, carers and visitors experience equality of opportunity by means of understanding and appreciating the value of diversity.

The Trust works to eliminate all forms of discrimination in line with the Equality Act 2010, and recognises that this requires, not only a commitment to remove discrimination, but also action through positive policies to redress inequalities.

The Trust actively encourages its employees to challenge discrimination and promote equality of opportunity for all.

Employees of the Trust are required to comply with its policies and values around equality, inclusion, diversity and human rights. Failure to do so will be treated as misconduct under the Trusts' Disciplinary Policy and Procedure, which may result in dismissal."

## **Freedom to Speak up**

The Trust is committed to listening to our staff and learning lessons. There are a variety of ways in which concerns can be raised in person, by phone or in writing (including email). We also have a Freedom to Speak Up Guardian who works with Trust leadership teams to create a culture where staff are able to speak up in order to protect patient safety and empower workers. Full details can be found on the Trust Intranet

## **Data Protection**

Organisations are required to comply with the General Data Protection Regulation; the UK Data Protection Act 2018; all other data protection legislation and other local policies and procedures regarding the handling of information. All employees retain the right to request information held about them.

## **Confidentiality**

The Trust requires all staff to maintain a high standard of confidentiality, and any disclosure of information outside the proper and recognised course of duty will be treated as a serious disciplinary offence.

## **Infection Control**

The prevention and management of infection is a key priority for the Trust. As an employee of the Trust you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself.
- be aware of infection prevention and control policies, practices and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and staff.
- maintain an up to date knowledge of infection prevention and control, policies, practices and procedures through attendance at mandatory training and ongoing continuing professional development
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy).

## **Health and Safety at Work Act**

All staff must not wilfully endanger themselves or others whilst at work. Safe practices and precautions must be adhered to.

## Smoke free Trust

The smoke free policy applies to staff, patients, resident's visitors and contractors.

## Research

"The Trust comprises research-active hospitals with a developing culture of research and innovation across the whole organisation. All clinicians are expected to engage in research, development & innovation.

Engagement of clinical staff in research covers a spectrum of involvement, ranging from having an awareness of the studies and trials taking place in their areas, to assisting with the identification of research participants, to research-experienced individuals who win research funding and assume the role of Chief Investigator for multi-centre trials and studies".