



POWYS TEACHING HEALTH BOARD JOB DESCRIPTION

JOB DETAILS

Job Title:	Ultra-Sonographer (Reporting)
Pay Band:	7
Hours of Work and Nature of Contract:	To be completed on recruitment
Service Group:	Therapies
Department:	Therapies
Base:	To be completed on recruitment

ORGANISATIONAL ARRANGEMENTS

Managerially Accountable to:	Professional Head of Radiography
Professionally Accountable to:	Professional Head of Radiography / (nominated CD within associated HB)

VALUES & BEHAVIOUR



Our Values and Behaviours are demonstrated through our 'Health Care Strategy' centred on the Needs of the Individual' through Respect, Trust, Integrity, Working Together, Kindness and Caring and Fairness and Equality.

JOB SUMMARY / PURPOSE:

This is a Radiography appointment. The prime role is to carry out general and specialised Ultrasound procedures within several community hospitals within a defined scope of practice.

Undertake independent reporting on designated examinations and maintain patient records.

Undertake Ultrasound investigation on patients using the referral form and clinical condition as a basis for assessing procedure required.

Manage your own sonographer worklist and undertake independent reporting on ultrasound examinations where appropriate.

Organise own workload and prioritise procedures where and when necessary.

Work without supervision and observe all aspects of the Code of Conduct for Radiographers.

DUTIES & RESPONSIBILITIES

Communicate appropriately, results of examinations performed by you, to patients taking-into-account their clinical condition, and to break bad news within departmental protocols) when appropriate e.g. fetal demise, fetal abnormalities etc.

Promote good communications between the Radiography department and Wards/other departments including GPs.

Offer advice to Clinicians, GP's and Midwives and other staff regarding Ultrasound examinations.

Use PACS and the Radiology Information System in order to input information and reports and validate requests.

Manipulate and safely use an Ultrasound scanner and to promptly report any malfunctions to your Line Manager.

Provide and contribute to quality control processes which exist within the department.

Contribute to discussions in regards to service provision and policy development.

Ensure the maintenance of appropriate standards of Ultrasound practice and to comply with the recommended guidelines on the safe use of Ultrasound.

Keep abreast of current developments and trends within the field of Ultrasound and Radiography maintaining an up to date CPD portfolio.

Support as well as undertake audit work in respect of your specialised field and to present findings to the Directorate's Clinical Governance Team when complete.

Frequently work as a lone sonographer and deal appropriately with a wide variety of patients, carers and staff.

Attend an ultrasound department in an associated DGH in order to maintain competency in all examination areas within scope of practice.

The post holder is expected to work in other areas of the Directorate as required.

<u>PERSON SPECIFICATION</u>			
ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications and/or Knowledge	Diploma of College of Radiographers or BSc in Radiography State Registration – HCPC Postgraduate qualification in Medical Ultrasound Up to date CPD portfolio Knowledge of clinical governance and its application in Radiology departments	Supervisory and/or Management qualification	Application Form & pre-employment checks
Experience	Post-qualification experience undertaking Ultrasound procedures Able to undertake and report on a range of ultrasound scans including – obstetrics, general abdominal, vascular work Ability to work as part of a team Able to work on own initiative and unsupervised Able to manage a clinical workload and meet deadlines Able to deal with patients presenting with a range of conditions Able to communicate learned skills to all grades of staff Good interpersonal skills	Good IT skills Counselling skills	Interview / Application Form
Aptitude & Abilities	Enthusiastic / motivated	Ability to speak Welsh	Interview / Application Form
Values	Demonstrate PTHB Values		Interview / Application Form

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Other	Ability to work across multiple sites Driving licence		Interview / Application Form

GENERAL REQUIREMENTS

Include those relevant to the post requirements

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Healthcare Support Workers:** Healthcare Support Workers make a valuable and important contribution to the delivery of high-quality healthcare. The national Code of Conduct for NHS Wales describes the standards of conduct, behaviour and attitude required of all Healthcare Support Workers employed within NHS Wales. Health Care Support Workers are responsible, and have a duty of care, to ensure their conduct does not fall below the standards detailed in the Code and that no act or omission on their part harms the safety and wellbeing of service users and the public, whilst in their care.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.
- **Welsh Language:** All employees must perform their duties in strict compliance with the requirements of their organization's Welsh Language Scheme and take

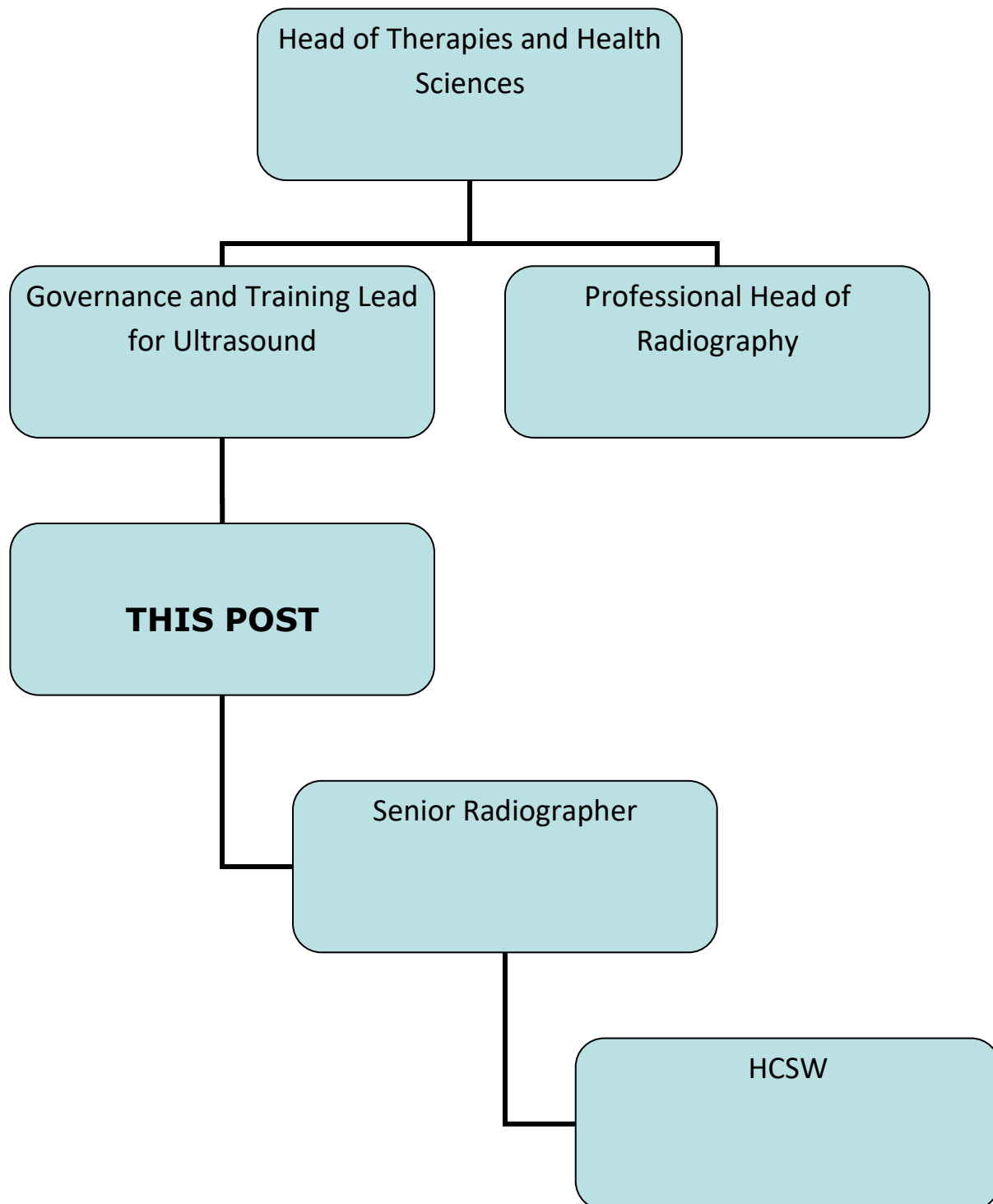
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every opportunity to promote the Welsh language in their dealings with the public.

- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.
- **Data Protection:** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the General Data Protection Legislation and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation and the HB or Trust Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.
- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB/Trust to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB/Trust is committed to ensuring that no job applicant or employee receives less favourable treatment on any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.
- **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have **direct contact** with patients / service users / children /vulnerable adults in the course of your normal duties. You will therefore be required to apply for a Criminal Record Bureau Enhanced Disclosure Check as part of the HB/Trust's pre-employment check procedure.
- **Safeguarding Children and Adults at Risk:** Powys Teaching Health Board is fully committed to safeguarding people. Employees and workers (including agency and bank workers) are responsible for ensuring they understand what actions to take if they have reasonable cause to suspect that a child or an adult is at risk of harm and mandatory safeguarding training is completed in line with their role specific competencies.

- **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing Health Board/Trust Infection Prevention & Control Policies and Procedures.
- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board/Trust sites, including buildings and grounds, are smoke free.
- **Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

Organisational Chart



BWRDD IECHYD ADDYSGU POWYS SWYDD-DDISGRIFIAD

<u>MANYLION Y SWYDD:</u>	
Teitl Swydd:	Uwch-Sonograffydd (Adrodd)
Band cyflog:	7
Oriau Gwaith a Natur y Contract:	I'w gwblhau ar ôl recriwtio
Is-adran/Cyfarwyddiaeth:	Therapiau
Adran:	Therapiau
Safle:	I'w gwblhau ar ôl recriwtio
<u>TREFNIADAU SEFYDLIADOL:</u>	
Yn Rheolaethol Atebol i:	Pennaeth Radiograffeg Proffesiynol
Yn Broffesiynol Atebol i:	Pennaeth Radiograffeg Proffesiynol / (Cyfarwyddwr Clinigol enwebedig o fewn y BI cysylltiedig)
<u>GWERTHOEDD AC YMDDYGIAD</u>	
 Mae ein 'Strategaeth Gofal Iechyd', sy'n canolbwyntio ar Anghenion yr Unigolyn, sef Parch, Ymddiriedaeth, Gonestrwydd, Cydwethio, Caredig a Gofalgar a Thegwch a Chydraddoldeb, yn dangos ein Gwerthoedd a'n Hymddygiadau.	

CRYNODEB O'R SWYDD / EI NOD :

Penodiad ym maes Radiograffeg yw hwn. Y brif rôl yw cwblhau gweithdrefnau Uwchsain cyffredinol ac arbenigol mewn nifer o ysbytai cymunedol o fewn cwrmpas arfer diffiniedig.

Adrodd yn annibynnol ar archwiliadau dynodedig a chadw cofnodion cleifion.

Gwneud archwiliadau Uwchsain ar gleifion, gan ddefnyddio'r ffurflen atgyfeirio a'r cyflwr clinigol fel sail ar gyfer y weithdrefn asesu ofynnol.

Rheoli'ch rhestr gwaith sonograffydd eich hun ac adrodd yn annibynnol ar archwiliadau uwchsain, lle bo'n briodol.

Trefnu'ch llwyth gwaith eich hun a blaenoriaethu gweithdrefnau, lle bo angen.

Gweithio heb oruchwyliaeth a glynu at bob agwedd ar y Cod Ymddygiad ar gyfer Radiograffwyr.

DYLETSWYDDAU A CHYFRIFOLDEBAU :

Cyfathrebu canlyniadau archwiliadau rydych chi'n eu gwneud yn briodol i gleifion, gan gymryd eu cyflwr clinigol i ystyriaeth, a thorri newyddion drwg yn unol â phrotocolau'r adran, lle bo'n briodol e.e. y ffetws wedi marw, abnormaleddau yn y ffetws ac ati.

Hybu cyfathrebu da rhwng yr adran Radiograffeg ac Wardiau/ adrannau eraill, gan gynnwys Meddygon Teulu.

Cynnig cyngor i Glinigwyr, Meddygon Teulu a Bydwagedd a staff eraill ynglŷn ag archwiliadau Uwchsain.

Defnyddio PACS a'r System Gwybodaeth Radioleg er mwyn mewnbynnu gwybodaeth ac adroddiadau, a dilysu ceisiadau.

Defnyddio sganiwr Uwchsain yn ddiogel a rhoi gwybod i'ch Rheolwr Llinell ar unwaith am unrhyw ddiffygion.

Darparu a chyfrannu at brosesau rheoli ansawdd sy'n bodoli o fewn yr adran.

Cyfrannu at drafodaethau ynglŷn â'r ffordd o ddarparu gwasanaeth a datblygu polisi.

Sicrhau bod safonau priodol arfer Uwchsain yn cael eu cyflawni bob amser a chydymffurfio â'r canllawiau a argymhellir ar ddefnyddio Uwchsain yn ddiogel.

Sicrhau'r wybodaeth ddiweddaraf am ddatblygiadau a thueddiadau cyfredol ym maes Uwchsain a Radiograffeg, gan gadw portffolio datblygiad proffesiynol parhaus cyfoes.

Cefnogi gwaith archwilio llyfrau yn eich maes arbenigol, a gwneud y gwaith hwn eich hun, a chyflwyno darganfyddiadau i Dîm Llywodraethu Clinigol y Gyfarwyddiaeth pan fydd wedi'i gwblhau.

Gweithio'n aml fel sonograffydd ar eich pen eich hun a delio'n briodol ag amrywiaeth eang o gleifion, gofalwyr a staff.

Mynychu adran uwchsain mewn ysbyty cyffredinol dosbarth cysylltiedig er mwyn dod yn fedrus ym mhob maes archwiliadau o fewn cwrmpas arfer.

Mae disgwyl i ddeiliad y swydd weithio mewn meysydd eraill y Gyfarwyddiaeth, yn ôl y galw.

MANYLEB Y PERSON			
RHINWEDDAU	HANFODOL	DYMUNOL	DULL ASESU
Cymwysterau a / neu Wybodaeth	Diploma y Coleg Radiograffwyr neu BSc mewn Radiograffeg Cofrestriad y Wladwriaeth - HCPC Cymhwyster ôl-raddedig mewn Uwchsain Feddygol Portffolio datblygiad proffesiynol parhaus cyfoes Gwybodaeth o lywodraethu clinigol ac o'i roi ar waith mewn adrannau Radioleg	Cymhwyster Goruchwyllo a/ neu Reoli	Gwiriadau cyn cyflogi Ffurflen Gais
Profiad	Profiad ar ôl cymhwyso o ymgymryd â gweithdrefnau Uwchsain Gallu ymgymryd ag amrywiaeth o sganau uwchsain ac adrodd arnyn nhw, gan gynnwys – obstetreg, abdomenol cyffredinol, gwaith fasgwlaidd Gallu gweithio fel rhan o dîm Gallu gweithio ar eich liwt eich hun a heb oruchwyliaeth Gallu rheoli llwyth gwaith clinigol a chwblhau gwaith o fewn amseroedd cau Gallu delio â rhieni sydd ag amrywiaeth o gyflyrau Gallu cyfathrebu sgiliau sydd wedi'u dysgu i staff ar bob gradd Sgiliau rhyngpersonol da	Sgiliau TG da Sgiliau cwnsela	Ffurflen Gais a Chyfweliad
Doniau a Galluoedd	Brwdfrydig / llawn cymhelliant	Gallu siarad Cymraeg	Cyfweliad Ffurflen Gais

RHINWEDDAU	HANFODOL	DYMUNOL	DULL ASESU
Gwerthoedd	Dangos Gwerthoedd BIAP		Cyfweliad Ffurflen Gais
Arall	Gallu gweithio ar draws nifer o safleoedd Trwydded yrru		Ffurflen Gais a Chyfweliad

GOFYNION CYFFREDINOL

Yn cynnwys y rheini sy'n berthnasol i ofynion y swydd

- **Gwerthoedd:** Mae gofyn i bob un o gyflogeion y Bwrdd Iechyd ddangos a gwreiddio'r Datganiadau Gwerthoedd ac Ymddygiad er mwyn iddyn nhw ddod yn rhan annatod o fywyd gweithio deiliad y swydd, a gwreiddio'r egwyddorion yn niwylliant y sefydliad.
- **Gweithwyr Iechyd Proffesiynol Cofrestredig:** Mae gofyn i bob cyflogai sydd angen cofrestru â chorff proffesiynol, i'w galluogi i arfer o fewn eu proffesiwn, gydymffurfio â'u cod ymddygiad a gofynion eu cofrestriad proffesiynol.
- **Gweithwyr Cymorth Gofal Iechyd:** Mae Gweithwyr Cymorth Gofal Iechyd yn gwneud cyfraniad gwerthfawr a phwysig i'r ffordd o gyflenwi gofal iechyd o ansawdd uchel. Mae'r Cod Ymddygiad cenedlaethol ar gyfer GIG Cymru'n disgrifio'r safonau ymddygiad ac ymagwedd y mae gofyn i bob Gweithiwr Cymorth Gofal Iechyd a gyflogir yn GIG Cymru eu cyrraedd. Mae Gweithwyr Cymorth Gofal Iechyd yn gyfrifol am sicrhau nad yw eu hymddygiad yn methu â chyrraedd y safonau y manylir arnyn nhw yn y Cod, ac nad yw unrhyw beth y maen nhw'n ei wneud, neu ddim yn ei wneud, yn gwneud drwg i ddiogelwch a llesiant defnyddwyr gwasanaeth a'r cyhoedd, tra'u bod yn eu gofal.
- **Cymhwysedd:** Ni ddylai deiliad y swydd fyth weithio y tu allan i'w lefel cymhwysedd ddiffiniedig. Os oes yna bryderon ynglŷn â hyn, dylai deiliad y swydd eu trafod ar unwaith â'i Reolwr/Goruchwyliwr. Mae gan gyflogeion gyfrifoldeb i roi gwybod i'w Rheolwr/Goruchwyliwr os ydyn nhw'n amau eu cymhwysedd eu hunain i berfformio dyletswydd.
- **Dysgu a Datblygu:** Mae'n rhaid i bob aelod o staff ddilyn rhaglenni cynefino/ymgyfarwyddo ar lefel Gorfforaethol ac Adrannol, ac mae'n rhaid iddyn nhw sicrhau bod unrhyw ofynion hyfforddiant statudol/gorfodol yn gyfoes ac wedi'u diweddarau. Mae gofyn i staff ddangos tystiolaeth o ddatblygiad proffesiynol parhaus lle yr ystyrir hyn yn briodol.
- **Arfarnu Perfformiad:** Rydyn ni wedi ymrwymo i ddatblygu ein staff ac rydych chi'n gyfrifol am gymryd rhan mewn Adolygiad Blynnyddol o Ddatblygu Perfformiad yn y swydd.
- **Iechyd a Diogelwch:** Mae gan bob un o gyflogeion y sefydliad ddyletswydd statudol i ofalu am eu diogelwch personol eu hunain a diogelwch eraill y gallai y pethau y maen nhw'n eu gwneud, neu ddim yn eu gwneud, effeithio arnyn nhw. Mae gofyn i ddeiliad y swydd gydweithredu â rheolwyr i alluogi'r sefydliad i gyflawni ei ddyletswyddau cyfreithiol ei hun, a rhoi gwybod am unrhyw sefyllfaoedd peryglus neu offer diffygiol. Rhaid i ddeiliad y swydd lynu at bolisi Rheoli Risg, Iechyd a Diogelwch y sefydliad, a pholisïau cysylltiedig.
- **Rheoli Risg:** Mae'n un o elfennau safonol rôl a chyfrifoldeb pob aelod o staff y sefydliad eu bod nhw'n cyflawni rôl ragweithiol o ran rheoli risg ym mhopeth y maen nhw'n ei wneud. Mae hyn yn golygu gwneud asesiad risg o bob sefyllfa, cymryd camau priodol ac adrodd am bob cythrwfl, perygl, a chythrwfl a fu bron â digwydd.

- **Yr Iaith Gymraeg:** Rhaid i bob cyflogai berfformio'i ddyletswyddau gan gydymffurfio'n llwyr â gofynion Cynllun Iaith Gymraeg eu sefydliad, a manteisio ar bob cyfle i hybu'r Gymraeg wrth ddelio â'r cyhoedd.
- **Llywodraethu Gwybodaeth:** Rhaid i ddeiliad y swydd fod yn ymwybodol bob amser o bwysigrwydd cynnal cyfrinachedd a chadw'n ddiogel unrhyw wybodaeth sy'n dod i'w ran wrth wneud ei ddyletswyddau. Bydd hyn, mewn sawl achos, yn cynnwys mynediad at wybodaeth bersonol sy'n ymwneud â defnyddwyr gwasanaeth.
- **Diogelu Data:** Rhaid i ddeiliad y swydd drin yr holl wybodaeth, boed yn wybodaeth am y gorfforaeth, staff neu gleifion, mewn modd gochelgar a chyfrinachol yn unol â darpariaethau'r Ddeddfwriaeth Gyffredinol ar Ddiogelu Data a'r Polisi Sefydliadol. Ystyrir unrhyw achos o dorri cyfrinachedd o'r fath yn drosedd ddisgyblu ddifrifol a allai arwain at ddiswyddo a / neu erlyn dan ddeddfwriaeth statudol gyfredol a Pholisi Disgyblu'r Bwrdd neu'r Ymddiriedolaeth Iechyd.
- **Rheoli Cofnodion:** Fel cyflogai'r sefydliad hwn, mae deiliad y swydd yn gyfreithiol gyfrifol am bob cofnod y mae'n ei gasglu, ei greu neu ei ddefnyddio fel rhan o'i waith o fewn y sefydliad (gan gynnwys iechyd cleifion, iechyd neu anafiad staff, gwybodaeth ariannol, bersonol a gweinyddol), boed ar bapur neu ar gyfrifiadur. Ystyrir cofnodion o'r fath yn gofnodion cyhoeddus ac mae gan ddeiliad y swydd ddyletswydd cyfrinachedd gyfreithiol i ddefnyddwyr gwasanaeth (hyd yn oed ar ôl i gyflogai fod wedi gadael y sefydliad). Dylai deiliad y swydd ymgynghori â'i reolwr os oes unrhyw amheuaeth o gwbl ynglŷn â sut i reoli'n gywir y cofnodion y mae'n gweithio â nhw.
- **Cydraddoldeb a Hawliau Dynol:** Mae'r Ddyletswydd Cydraddoldeb yn y Sector Cyhoeddus yng Nghymru'n gosod dyletswydd bositif ar y Bwrdd Iechyd/Ymddiriedolaeth i hybu cydraddoldeb i bobl â nodweddion gwarchodedig, fel cyflogwr a hefyd fel darparwr gwasanaethau cyhoeddus. Mae yna naw o nodweddion gwarchodedig: oedran; anabledd; ailbennu rhywedd; priodas a phartneriaeth sifil; beichiogrwydd a mamolaeth; hil; crefydd neu gredo; rhyw a chyfeiriadedd rhywiol. Mae'r Bwrdd Iechyd/Ymddiriedolaeth wedi ymrwymo i sicrhau nad yw unrhyw ymgeisydd am swydd neu gyflogai'n derbyn triniaeth lai ffafriol ar unrhyw sail a nodir uchod. I'r perwyl hwn, mae gan y sefydliad Bolisi Cydraddoldeb ac mae hi i fyny i bob cyflogai gyfrannu at ei lwyddiant.
- **Urddas yn y Gwaith:** Mae'r sefydliad yn condemnio pob ffurf ar fwlio ac aflonyddu ac mae'n mynd ati'n weithredol i geisio hybu gweithle lle mae cyflogaion yn cael eu trin yn deg a chydag urddas a pharch. Mae gofyn i bob aelod o staff roi gwybod am unrhyw ffurf ar fwlio ac aflonyddu i naill ai eu Rheolwr Llinell neu i unrhyw Gyfarwyddwr y sefydliad. Ni oddefir unrhyw ymddygiad amhriodol yn y gweithle a chaiff hyn ei drin fel mater difrifol dan Bolisi Disgyblu'r BI/Ymddiriedolaeth.

- **Gwiriad Datgelu DBS:** Yn y rôl hon fe fydd gennych chi **gyswllt uniongyrchol** â chleifion / defnyddwyr gwasanaeth / plant /oedolion agored i niwed wrth wneud eich dyletswyddau arferol. Felly fe fydd gofyn ichi ymgeisio am Wiriad Datgelu Manylach y Swyddfa Cofnodion Troseddol fel rhan o weithdrefn wirio cyn cyflogi'r BI/Ymddiriedolaeth.
- **Diogelu Plant ac Oedolion mewn Risg:** Mae Bwrdd Iechyd Addysgu Powys wedi ymrwymo'n llwyr i ddiogelu pobl. Mae cyflogeion a gweithwyr (gan gynnwys gweithwyr asiantaeth a gweithwyr cronfa) yn gyfrifol am sicrhau eu bod nhw'n deall pa gamau i'w cymryd os oes ganddyn nhw achos rhesymol i amau bod plentyn neu oedolyn mewn risg o niwed, a'u bod nhw'n cwblhau hyfforddiant diogelu gorfodol yn unol â chymwyseddau penodol eu rôl.
- **Rheoli Haint:** Mae'r sefydliad wedi ymrwymo i ddiwallu ei rwymedigaethau i sicrhau cyn lleied o heintiau â phosibl. Mae pob aelod o staff yn gyfrifol am amddiffyn a diogelu cleifion, defnyddwyr gwasanaeth, ymwelwyr a chyflogeion rhag y risg o ddal heintiau sy'n gysylltiedig â gofal iechyd. Mae'r cyfrifoldeb hwn yn cynnwys bod yn ymwybodol o gynnwys Polisiâu a Gweithdrefnau Atal a Rheoli Haint y Bwrdd Iechyd/Ymddiriedolaeth, a glynu at y rhain yn gyson.
- **Dim Ysmygu:** Er mwyn rhoi'r cyfle gorau i'r hollgleifion, ymwelwyr a staff fod yn iach, mae pob un o safleoedd y Bwrdd Iechyd/Ymddiriedolaeth, gan gynnwys yr adeiladau a'r tiroedd, yn ddi-fwg.

Siart Sefydliadol:

