

## JOB DESCRIPTION

|                           |   |
|---------------------------|---|
| <b>Job Title:</b>         | Radiographer  |
| <b>Hours:</b>             | Full-time 37.5 hours per week, Monday to Friday including morning, afternoon and evening shifts. With on-call requirement.  |
| <b>Responsible to:</b>    | Radiology Lead  |
| <b>Accountable to:</b>    | Chief Executive   |
| <b>Overall objective:</b> | To be professionally responsible for the care of patients and relatives in the Radiology Department, ensuring the provision of a high quality and effective diagnostic imaging service. |

### Main duties and responsibilities

1. Works under the direction of the Radiology Lead, ensuring that a high standard of radiography and patient care is carried out.
2. To undertake radiographic examinations as required including plain film, fluoroscopy, theatres, mobiles.
3. Maintain a high standard of radiography service to patients and staff from other departments at all time
4. To co-operate with all staff within the hospital, instituting a high standard of patient care and treatment.
5. Take part in routine daily inspection of equipment and quality assurance procedures, reporting any deficiencies or malfunction.
6. Take responsibility for keeping the department in general and specifically the work area, clean, tidy and safe.
7. Ensure that Radiation Protection Rules are applied at all times and to be familiar with and obey Ionising Radiations Regulations (N.I.) 2017 and Ionising Radiation (Medical Exposure) Regulations (N.I.) 2018 and observe Departmental local rules and protocols concerning ionising radiation.
8. To be accountable for their own radiographic practices and take every opportunity to maintain and improve knowledge of professional competence and development.
9. To supervise and train assistant staff and student radiographers.

10. To ensure all policies and procedures of the Ulster Independent Clinic are applied and adhered to.
11. Take an active part in departmental quality initiatives, quality assurance programmes and audit and research project
12. To input and maintain patient records on RIS / PACS in accordance with departmental policy.
13. Participate in flexible working arrangements to include working on evenings/weekends and Bank holidays/ shift rotas/on call duty/ out of hours working, subject to the needs of the department.
14. To carry out any other duties as required by your manager or the service needs.

### **General Duties**

- Read, understand and adhere to all Ulster Independent Clinic policies and procedures.
- Communicate effectively with all users of the service, being courteous and respectful and ensuring confidentiality, at all times.
- Actively participate and contribute to the continuous improvement of the service.
- Attend all mandatory in-service training and lectures.
- Comply with the Ulster Independent Equal Opportunities Policy at all times.
- Carry out all duties & responsibilities in accordance with Health & Safety policies and statutory regulations.
- Participate in annual performance review and maintain own personal development file.
- Is responsible for own professional development and maintenance of knowledge and skills according to professional guidelines.
- Adhere to and abide by professional code at all times.

***The above is not an exhaustive list of duties and should be regarded as providing guidelines in which the individual works. This job description is subject to review in light of changing circumstances and operational requirements.***

## Personnel Specification

### Notes to applicants:

You must clearly demonstrate on your application form how you meet the required criteria, as failure to do so may result in you not being shortlisted.

Shortlisting will be carried out on the basis of the essential criteria set out below, using the information provided by you on your application form. Please note UIC reserves the right to use any desirable criteria outlined at shortlisting.

| CATEGORY          | ESSENTIAL   | DESIRABLE                           |
|-------------------|---|-------------------------------------|
| <b>Experience</b> | <p>Relevant and current knowledge gained through experience in Radiographic practice.</p> <p>Additionally the post holder will be required to demonstrate a good level of practical skill and theoretical knowledge of the following areas:-</p> <ol style="list-style-type: none"> <li>1. Clinical audit</li> <li>2. Radiation protection</li> <li>3. IR(ME)R 2018</li> <li>4. Health and safety as relevant</li> </ol> <p>Experience of using Medical imaging equipment and Information systems</p> <p>Computer literate.</p> | <p>Experience in using RIS/PACS</p> |

### Personnel Specification continued

| CATEGORY  | ESSENTIAL  | DESIRABLE  |
|---|--|--|
| <b>Education/<br/>Qualifications /<br/>Training</b> | Hold a Diploma from the College of Radiographers or BSc (Hons) in Radiography, (Diagnostic) or equivalent / higher qualification. * Students due to qualify in 2026 may apply and will be eligible to take up position upon confirmation of successful completion of BSc Hons Radiography.   | A post- graduate certificate in a specialist Radiography field, for example Computerised Tomography. |
| <b>Professional Membership</b>                      | Health & Care Professions Council (HCPC) Registration or be eligible to apply before taking up post.   |  |
| <b>Other</b>  | <p>The post holder will be required to be flexible in their working pattern to meet service needs e.g. shifts and “on call” rota.</p> <p>Current professional indemnity insurance</p> <p>Evidence of continuing professional development</p> <p>Satisfactory completion of the following checks:</p> <ul style="list-style-type: none"> <li>• References</li> <li>• Satisfactory *ACCESSNI clearance</li> <li>• **Evidence of right to live and work in UK</li> <li>• Health screening</li> <li>• Qualification checks</li> <li>• HCPC Registration</li> </ul> |  |

**Starting Salary: From £16.81 per hour**

**Competencies:**

- Teamworking
- Patient focused
- Effective communication and interpersonal skills
- Excellent planning and organisational skills

**Information for Applicants**

Please refer to our website for the following policies in relation to your application:

<https://www.ulsterindependentclinic.com/careers>

- Policy on the Recruitment of Ex-Offenders
- Criminal Records Information Policy
- Fair Processing Notice for Candidates and Applicants
- Policy on handling & storage of information

\*Applicants can obtain information about AccessNI at the following website address:

<https://www.nidirect.gov.uk/campaigns/accessni-criminal-record-checks>

\*AccessNI Code of Practice at the following website address:

<https://www.nidirect.gov.uk/publications/accessni-code-practice>

\*AccessNI Privacy Notice at the following website address:

<https://www.justice-ni.gov.uk/publications/ani-privacy>

\*\*You must have the legal right to work in the UK and in line with its legal obligations Ulster Independent Clinic will carry out Right to Work documentation checks prior to appointment. This will include checking documentation for those with Settled or Pre Settled status under the EU Settlement Scheme. Please note that whilst we welcome all applications regardless of national origin we do not hold a UK Home Office Sponsor Licence and we are therefore unable to sponsor applicants under the new UK Home Office points based immigration process.