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| **Job Specification; Sample Content****Radiographer Staff Grade (3093)** |
| **The following template provides sample content for the above role.** **Please refer to the latest National Job Specification Template on the HSE Job Specification Repository to create your full and final version.** |
| **Purpose of the Post**  | ***For Example:*** To carry out high quality Radiographic duties in line with department protocols. |
| **Principal Duties and Responsibilities** | ***For Example:*** *The Radiographer (Staff Grade) will:***Clinical / Professional*** Undertake radiography practice in a professional manner upholding the reputation of the department and the hospital.
* Recognise the need for effective self-management of workload and resources and be able to practise accordingly.
* Ensure professional standards are maintained in accordance with the requirements as set out by CORU <https://coru.ie/files-recognition/standards-of-proficiency-for-radiographers-radiation-therapists.pdf>.
* Be able to identify and assess patients.
* Conduct appropriate assessment/diagnostic or monitoring procedures, treatment, or other actions safely and skilfully.
* Implement agreed policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards relevant to the use of ionising radiation.
* Be responsible for the safe use of all imaging equipment and adhering to instructions on its use.
* Adhere to departmental imaging protocols: be responsible for the correct identification of patient images.
* Ensure that appropriate radiation protection is used and that the radiation dose is kept to a minimum consistent with the ALARA principle.
* Maximise the use of new technology including the Radiology Information System and PACS.
* Be accountable – take responsibility for their actions, seek advice / a second opinion as required.
* Work as part of a multi-disciplinary team in the provision of an integrated patient-centred service.
* Relate to and communicate with others in a courteous and helpful manner at all times
* Assist and take part in audit, quality assurance programmes.
* Undertake routine inspection of equipment - be responsible for the logging and reporting of all equipment faults to the Radiography Service Manager or their designate.
* Ensure the correct completion of records and reports. Respect and maintain the privacy, dignity and confidentiality of the service user in relation to all hospital activities as per statutory requirements e.g. FOI, GDPR.
* Be flexible in response to service needs.
* Attend at such other health institutions administered by the HSE as may be designated from time to time.

**Education & Training*** Participate in mandatory training programmes.
* Participate in continuing professional development including in-service training, attending and presenting at conferences/courses relevant to practice, promoting and contributing to research etc. as agreed with the Radiography Services Manager or designated officer.
* Understand the role of reflective practice in relation to personal and professional development.
* Engage in the HSE performance achievement process in conjunction with your Line Manager and staff as appropriate.
* Actively participate in induction / teaching / training / supervision of Radiographers and other staff within the department. Participate in the practice education of Radiography students.
* Identify teaching / learning / audit / opportunities within the department for themselves and others.

**Health & Safety*** Work in a safe manner with due care and attention to the safety of self and others.
* Implement agreed policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards.
* Adequately identifies, assesses, manages and monitors risk within their area of responsibility. Document appropriately and report any near misses, hazards and accidents and bring them to the attention of the relevant person(s).
* Be responsible for the cleaning and proper care and storage of all safety equipment including personal protective equipment (e.g. lead aprons, thyroid shields).
* Be responsible for keeping the department and their work area clean, tidy and safe.
* Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc.and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role.
* Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.

**Administrative** * Contribute to the planning and development of the service and participate in service improvements.
* Participate in the establishment and maintenance of standards for quality improvement and adhere to existing standards and policies.
* Assist in the organisation, maintenance and / or ordering of equipment and materials as required.
* Represent the department at meetings and conferences as required.
* Engage in IT developments as they apply to service user and service administration.
* Keep up to date with developments within the organisation and the Irish Health Service.

**The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to them from time to time and to contribute to the development of the post while in office.**  |
| **Skills, competencies and/or knowledge** | ***For Example:*** *The Staff Radiographer must demonstrate:***Professional Knowledge and Experience***For example:** Demonstrates the clinical and technical knowledge to carry out the duties and responsibilities of the role
* Formulates, articulates and demonstrates sound clinical and technical reasoning; demonstrates knowledge of practices and procedures that apply in current practice
* Integrates professional judgement with the clinical / technical application of practice and procedures
* Demonstrates the knowledge, abilities and clinical and technical skills required to provide safe, efficient and effective service in the area of practice
* Demonstrates an awareness of legislative requirements that impact on the practice of Radiography and provision of services.
* Demonstrates a commitment to continuing professional development.
* Maximises the use of ICT; computer skills particularly Microsoft Office, Outlook etc. and willingness to develop IT skills relevant to the role.

**Planning and Organising Skills***For example:** The ability to plan, organise and deliver care in an effective manner and to manage self in a busy working environment.
* Effective time management skills including the ability to effectively prioritise tasks.
* The ability to pre-empt potential problems or competing priorities and takes the appropriate actions.
* An awareness of the need for value for money and a sense of accountability for budgets.

**Team Player Skills***For example:** The ability to working independently and collaboratively as part of a multi-disciplinary team.
* Demonstrates awareness of the role of other team members and has an ability to actively participate in implementing team interventions and goals.
* The ability to build and maintain relationships based on mutual trust and respect.
* The ability to react constructively to setbacks and is able to both give and receive feedback.

**Commitment to Providing a Quality Service***For example:** A commitment to the delivery of a high quality, person centred service.
* Awareness and appreciation of service users and the ability to empathise with and treat others with dignity and respect.
* The ability to provide a flexible service, is adaptable and open to change.
* Understand the principles of quality assurance and quality improvement and the importance of the role of audit and review in quality management, including the use of appropriate outcome measures.

**Evaluating Information and Judging Situations***For example:** The ability to evaluate information, solve problems and make decisions in relation to service user care.
* Sound clinical / professional decision-making - gathers information from varied sources to make well-founded decisions.
* A logical and systematic approach to problem solving.
* The ability to establish integrity by ensuring that the professional, ethical and safety factors are fully considered in decisions.

**Communication and Interpersonal Skills***For example:** Clearly and concisely communicates the intended message to an audience in a structured, logical sequence.
* Tailors the communication method and the message to match the needs of the audience.
* Takes action to achieve mutual understanding and agreement concerning services to be provided
* Demonstrates good negotiation skills and is assertive as required
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