

BREAST IMAGING RADIOGRAPHER

Candidate Pack



Job Summary

This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read, such as those who are neurodiverse, have learning disabilities or lower literacy levels. Our goal is to make the application process more accessible and inclusive for everyone

- You will carry out breast X-ray (mammography) examinations for patients and screening clients, following NHS standards.
- You will work as part of a team across hospitals and mobile screening units in Shropshire.
- You will make sure all equipment is safe, tested, and used correctly, keeping accurate records.
- You will provide care and support to patients, explaining procedures clearly and treating everyone with dignity.
- You will help train and supervise other staff and students, while keeping your own skills up to date.
- You will follow all safety rules and quality checks to keep the service professional and reliable.

Job Description

Job title:	Breast Imaging Radiographer
Grade:	6
Site:	The Royal Shrewsbury Hospital
Accountable to:	Lead Superintendent Radiographer
DBS required:	Yes

Job Overview

To carry out mammography examinations on Shropshire Breast Screening Service clients and symptomatic patients, to the standard set by the NHS Breast Screening Programme, and to undertake all associated quality assurance procedures to maintain the service at the national standard.

Scope and Range

- Work as member of a multi-disciplinary team.
- Duties are undertaken at The Royal Shrewsbury Hospital, Shrewsbury, The Princess Royal Hospital, and Telford and on the two breast screening mobiles based at nine other sites throughout Shropshire

Main Duties and Responsibilities

- Provide an excellent, professional breast imaging service to all users.
- Comply with Trust and departmental policies and procedures.
- Undertake X-ray examinations as an operator in accordance with IR(ME)R 2000.
- Justify medical exposures using departmental examination protocols, own knowledge and experience to ensure a safe and effective mammographic service.
- Practice all radiation protection procedures.
- Undertake a demanding workload whilst maintaining a high standard of radiography and client/patient care.
- Return the Dimex to the breast screening static unit at the end of the working day and upload images onto PACS.
- Maintain appropriate records (paper and IT) in compliance with IR(ME)R and departmental procedures.
- Ensure all equipment is used correctly and any faults or concerns are reported and recorded in the room fault book, and to follow IR(ME)R 2000 relating to equipment handover.
- Perform and record outcomes for all necessary equipment QA tests in line with NHSBSP requirements.
- Inform the Superintendent/QA Radiographer of any results which are outside of acceptable parameters or, if the post-holder is most senior in the department, take actions to resolve the problem or suspend the equipment from use.
- Supervise trainee mammographers, assistant practitioners, imaging assistants and students.
- Train mammographers, assistant practitioners and student radiographers.
- Liaise with a wide range of staff including all members of the breast multi-disciplinary team.
- Maintain CPD, undertake annual statutory/mandatory training, participate in annual appraisal and work to the KSF outline for the post.
- Know the Trust procedures for medical emergencies.
- Be up to date with current issues relating to breast screening and breast care and relevant policy development and have a reasonable awareness of other issues related to women's health.
- Maintain professional and technical competence to NHSBSP standards

Provision of Mammography

- Participate in symptomatic, screening and assessment procedures/clinics.

- Greet patients, clients and visitors with a courteous manner which promotes their sense of dignity at all times.
- Respond to any questions or concerns from patients, clients and visitors in a professional manner.
- Ensure the examination room/screening mobile is prepared correctly.
- Check and document identity and demographic details of patients/clients.
- Maintain high quality clinical standards of mammography, minimising technical repeats and recalls and observing all relevant radiation protection legislation and Local Rules.
- Perform accurate mammographic examinations in a sensitive and professional manner, adapting techniques to individual patients/clients
- Perform more specialised mammographic examinations in assessment and symptomatic clinics.
- To undertake and document required QA testing on digital stereo and VAB equipment and take appropriate remedial action as necessary.
- Use highly specialised and complex digital equipment to assist in the performance of breast core biopsies, tissue marker insertions and wire guided examinations.
- Observe and draw attention to any identified breast problems or significant clinical signs and symptoms according to local protocol.
- Ensure that patients/clients receive a comprehensive explanation about the mammographic examination and expected time for receiving results. For screening ladies, the recall to assessment system should also be explained in a manner that does not provoke anxiety.
- Be aware of the needs of the individual women and be able to communicate effectively with patients/clients who come from different backgrounds, may have challenging behaviour, learning or physical disabilities or that have just been given the news that their results are positive.
- Prepare instrument trolleys for procedures using sterile techniques and correctly clean and dispose of equipment after performing specialised procedures. • Offer support and understanding to the patient undergoing these specialised procedures.
- Ensure the correct disposal of clinical sharps and clinical waste.
- X-ray breast pathology specimens.

Decisions, judgements and freedom to act

The post-holder will:

- Work within the framework of the NHS Breast Screening Programme and departmental protocols.
- Work without direct supervision, the majority of the time distant from their manager.

- Make decisions on the range and number of views required for each examination.
- Be required to make decisions to suspend the use of equipment if its performance is below the expected standard.
- Attempt to accommodate any woman attending on the wrong day for breast imaging in consideration of the session workload.

Communication and Relationships

- Show empathy and deal sensitively in sometimes highly emotive situations.
- Ensure that patients/clients receive a comprehensive explanation about the mammographic examination and expected time for receiving results. For screening women, the recall to assessment system should also be explained in a manner that does not provoke anxiety.
- Liaise with Imaging Office staff, other departments and the client to maintain a smooth and efficient breast service.
- Participate fully in the activities of the breast care team, contributing expertise as appropriate

Administration

- Ensure patient/client confidentiality is maintained at all times in accordance with Trust, Departmental and NHSBSP policy.
- Complete accurate and legible records of attendance on client screening paperwork and NBSS computer system.
- Demonstrate the necessary IT skills to enter appropriate patient data onto the computer so maintaining continuity of records

Provision of training and support

- Participate in the training of qualified radiographers aiming for a postgraduate award in mammographic practice and of assistant practitioners.
- Supervise and assist qualified assistant practitioners undertaking routine mammography examinations.
- Give practical and theoretical support/advice to all colleagues.
- Participate in student radiographers' clinical placement programmes.

Working conditions – physical, mental and emotional demands

- The post-holder is required to work at The Royal Shrewsbury Hospital, Shrewsbury, The Princess Royal Hospital, Telford and on mobile units at sites throughout rural Shropshire.
- Busy and repetitive nature of breast screening lists, often in the restricted work environment of mobile units, with little flexibility to vary the pace of work.
- Accuracy and dexterity are needed to position and manoeuvre patients on a daily basis.
- Required to offer support, empathy and understanding to women undergoing investigative diagnostic procedures and those receiving test results, particularly when positive.
- Able to maintain professionalism when dealing with angry, difficult and distressed patients

Effective stock control and housekeeping

- Exercise stock control in the static unit and on the mobile units to meet current and anticipated service demands.
- Keep the clinic, x-ray rooms, mobile units and processing area clean and tidy in accordance with the department procedures and safety policy.
- Ensure the mobile units are secure at the end of the working day.
- Prepare and stabilise X-ray and other equipment on the mobile unit in preparation for moving between screening sites and prepare the unit for use at the new site

Hours of duty

- Required to be flexible in working patterns and hours to cover holiday and sickness leave.
- Required to work at all sites within Shropshire which the mobile unit visits, and must be able to travel independently to all screening sites and return images to the department at the end of each day

Systems and equipment

The post-holder is required to:

- Use X-ray equipment, ancillary equipment and provide the appropriate care to ensure they are used correctly and kept clean.

- Use quality assurance instruments and record readings.
- Prepare and stabilise X-ray equipment and other items on the mobile unit when it is moved between sites and ensure security is maintained.
- Be IT proficient in order to use the NBSS and CRIS computer systems as required in the performance of their duties.

Infection control

The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. 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; and
- 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; and
- maintain an up-to-date knowledge of infection prevention and control, policies, practices and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- Challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g., incident reporting policy)

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • DCR / BSc in Radiography • Postgraduate qualification in Mammography • HCPC registration 	
Experience and knowledge	<ul style="list-style-type: none"> • A broad spectrum of experience in general radiography • Experience of working in mammography • Up to date CPD portfolio • Experience of working in the NHS • IR(ME)R 2017 regulations IRR 2017 • COSHH • Mammography techniques • Knowledge of NHS Breast Screening Programme 	<ul style="list-style-type: none"> • Experience of working in the NHSBSP • Previous experience of working with the following Radiology computer systems: NBSS, Agfa, EI PACS, CRIS
Skills	<ul style="list-style-type: none"> • Able to participate in clinical mammography in screening, assessment and symptomatic clinics • Able to maintain heavy screening workload • Able to work to within examination time constraints of breast screening 	

	<ul style="list-style-type: none"> • Able to prioritise workload and manage/supervise area of work • Supervision of new staff • Mentoring trainees • Good communicator • Team player • Able to assess patient condition • Able to communicate with people with difficulties • Able to use hospital/radiology IT systems Equipment QA testing and fault reporting 	
Other	<ul style="list-style-type: none"> • Able to practise as an autonomous professional, exercising their own professional judgement • Initiate resolution of problems and exercise personal initiative • Able to travel to and from all remote screening sites for screening duties 	

General conditions

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

Health & Safety

As an employee of the Trust you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work;
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to;
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

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Information Governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently and effectively. You are required to comply with the Trust's Information Governance policies and standards. Failure to do so may result in action being taken in accordance with the Trust's Disciplinary Procedure.

- **Confidentiality and Security** - Your attention is drawn to the confidential and sensitive nature of information collected within the NHS. Whilst you are

employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

- **Disclosure of Information** - The unauthorised use or disclosure of information relating to the Trust's activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face legal action.
- **Information Quality and Records Management** - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

Professional Standards and Performance Review

As an employee of the Trust you have a responsibility to:

- participate in statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct;
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates;
- participate in the Trust's appraisal processes including identifying performance standards for the post, personal objective setting and the creation of a personal development plan in line with the KSF outline for the post.

Safeguarding Children and Vulnerable Adults

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of

Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- As an employee of the Trust you have a responsibility to ensure that:
 - you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines.
 - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

NHS Sexual Safety Charter

The Trust is committed to ensuring that all employees work in an environment that is safe, inclusive, and free from sexual misconduct, harassment, and discrimination. As a signatory to the NHS Sexual Safety Charter, the Trust upholds a zero-tolerance approach to sexual harassment and supports anyone affected by inappropriate behaviour. In accordance with the Workers Protection (Amendment of Equality Act 2010) Act 2023, the Trust has a statutory duty to take reasonable steps to prevent sexual harassment of its employees. All staff, are required to treat others with dignity and respect at all times and to cooperate with Trust policies, procedures and training designed to maintain a culture of safety, professionalism, and mutual respect.

Social Responsibility

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

Continuous Improvement

The Shrewsbury and Telford Hospital NHS Trust aims to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

To support this, we have developed the SaTH Improvement Method, a structured approach to change that provides practical tools and techniques to help you understand what success looks like with clear aims, enables you to measure progress and plan meaningful improvements.

You won't be doing this alone. Whether you're new to improvement or already leading change, the Improvement Hub is here to guide you with expert advice, hands-on support, and a wide range of training opportunities to help you grow and thrive throughout your time at SaTH whilst making improvements in your area of

work. Join us in shaping a culture of continuous improvement, where every colleague is supported to make a difference.

Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is an Equal Opportunities Employer, fully committed to fostering an inclusive workplace where all staff feel valued and able to thrive. We believe that a diverse workforce, reflective of our community, is essential for delivering the best patient care.

We will not discriminate against any job applicant or colleague based on any protected characteristic, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation. Selection for appointment, training, development, and promotion will be based purely on merit and the individual's ability to meet the role requirements.

As a post-holder, you have a personal responsibility to uphold the Trust's commitment to equality by treating all colleagues and patients with respect and dignity. You must actively support measures introduced to ensure equality of opportunity and will not discriminate, harass, or bully others, or condone such behaviour.

