



LEAD CLINICAL
TECHNOLOGIST(DOSIMETRIST)
INFORMATION FOR CANDIDATES

ABOUT THE TRUST

The Shrewsbury and Telford Hospital NHS Trust (SaTH) is the main provider of acute hospital services for around half a million people in Shropshire, Telford & Wrekin and mid Wales.

Encompassing some of the most picturesque parts of England and Wales, the Trust's catchment stretches from the Cambrian Mountains in the west, to Newport and the fringes of the Black Country in the east.

The main towns include: Bridgnorth, Ludlow, Market Drayton, Oswestry, Shrewsbury and Whitchurch (in Shropshire); Newport, Telford and Wellington (in Telford & Wrekin); and Newtown and Welshpool (in Powys) – all beautiful and unique.

Our main service locations are The Princess Royal Hospital (PRH) in Telford and The Royal Shrewsbury Hospital (RSH) in Shrewsbury which are located 20 minutes drive apart. Together they provide 99% of our activity. Both hospitals provide a wide range of acute hospital services including accident & emergency, outpatients, diagnostics, inpatient medical care and critical care.

We also provide services such as consultant-led outreach clinics at Telford, the Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen and the Bridgnorth, Ludlow and Whitchurch Community Hospitals.

We employ more than 6,000 people, and hundreds of colleagues and students from other organisations also work in our hospitals. We benefit from around 1,000 wonderful volunteers, and our main charitable partners are the League of Friends at The Royal Shrewsbury Hospital, Friends of The Princess Royal Hospital, and the Lingen Davies Cancer Appeal which is based at The Royal Shrewsbury Hospital.



OUR VISION AND VALUES

The Shrewsbury and Telford Hospital NHS Trust is an organisation that strives to provide high quality, safe care for our patients in an environment which our staff are proud to work in

Our Vision:

“To provide excellent care for the communities we serve”

Our Values:



OUR VISION

We believe that by adhering to our Vision and working with our Values in mind we can behave in a way which will ensure the right results for the people that matter most – our patients and their families.

OUR VALUES

Our Trust Values provide a guide for our daily lives which we are all expected to uphold, both at work and when we are representing the Trust.

Our Values were developed by staff and our patients, so they represent what is important to us within the organisation and the way we should all behave towards patients, carers, visitors, partners and each other.

You will see our Values throughout the Trust; they are not just words on a page, they represent what we are about here at SaTH. We want patients and their families to say that the care and service they receive from all of us is consistently high-quality, safe, effective, and personalised, so the feelings behind the Values shouldn't come as a surprise to anyone working in the NHS.

The reason why it is important that they are clearly written down is, so we all know what's expected, and none of us are surprised if we are asked to explain any unacceptable behaviour. Ultimately, if we follow our Values, we will provide services that are better for our patients and better for each other.

A MESSAGE FROM OUR CEO

Thank you for your interest in this role.

Our Trust's Vision is to provide excellent care for the communities we serve. We are striving to provide high quality, safe care for our patients in an environment which our colleagues are proud to work in.

We are looking for an inspiring, motivated individual who demonstrates our values, and who can provide clear vision and direction as we continue to move forward.

You will know that our Trust is on an improvement journey. Our recent Care Quality Commission inspection demonstrates that we are making progress towards our aim of Getting to Good, despite the challenges of a pandemic. We also know that we have more to do and that we must sustain the changes if we are to keep on improving. We are wholeheartedly committed to this and have plans in place to support this including our exciting Hospitals Transformation Programme. This will support the reconfiguration of where and how we deliver our services and the modernisation of our facilities and infrastructure, so that we can deliver better quality care for all of our communities.

It is a really exciting time to be a part of our Trust. I hope that you will join us to help steer and support us on our journey.

Louise Barnett

Louise Barnett
CHIEF EXECUTIVE OFFICER

COLLEAGUE BENEFITS

GENERAL

27 days annual leave entitlement at joining, increasing with length of service, plus 8 bank holidays

Flexible working policies

Generous maternity pay and 2 weeks full pay paternity leave

Colleague recognition scheme and long service awards

Option to buy and sell additional annual leave

Greener travel initiative, including cycle to work scheme and lift share

Childcare information and support available, including onsite nurseries

Discounted bus passes with Arriva

FINANCIAL

Access to various local and national discounts via various external websites

- Blue Light Card
- Health Service
- Discounts NHS

Salary sacrifice schemes for home electronics and bikes

Generous Pension scheme

Access to a financial support booklet

Pre-retirement courses

Free Will writing service

Savings and Loan schemes

HEALTH AND WELLBEING

PSYCHOLOGICAL SUPPORT

- Coaching
- Mental Health First
- Aiders Chaplaincy

PHYSICAL SUPPORT

- Fast track physiotherapy service Free
- eye test vouchers

HEALTHY LIFESTYLES AND EMOTIONAL SUPPORT

- Slimming World referral scheme Staff
- cervical screening service Long Covid support
- Access to wellbeing/rest rooms
- Menopause support including advocates, webinars, toolkits, clinics, and bi-monthly meet ups Men's
- Health - Bi-monthly forums and men's MOT
- Sleep School Wellbeing Support

Discounts with local gyms

LEARNING AND DEVELOPMENT

COACHING AND MENTORING

Opportunities to grow, develop and perform at your best

LEADERSHIP ACADEMY

Leadership and management training for all levels of staff

ACCESS TO ELEARNING COURSES

Many eLearning modules to learn from with access available at home

APPRENTICESHIPS

There are a growing number of apprenticeship opportunities at SaTH across all disciplines

Secondment and acting-up opportunities

Support to complete qualifications such as NVQ, Masters etc. whilst on the job



JOB DESCRIPTION

Job Title	Clinical Technologist (Dosimetrist)
Band	Band 7
Directorate	Service Delivery Directorate
Accountable to	Chief Clinical Technologist (Dosimetrist)
DBS Required?	Yes, Enhanced

JOB PURPOSE

To have delegated responsibility for all technical aspects (treatment planning and mould room) of the Radiotherapy Physics support provided to Radiotherapy at the Royal Shrewsbury Hospital (RSH). This includes delegated line management of all Clinical Technologists employed in a dosimetrist capacity.

To produce routine and highly complex radiotherapy treatment plans to prescription and agreed procedures e.g. VMAT to maximise therapeutic efficacy to the tumour and minimise healthy tissue damage. Lung, bone and nodal SABR are commissioned within the department. The postholder would be expected to undertake this technique and play a leading role in future developments.

Ensure that all the necessary patient data including images and other investigations are available to produce treatment plans. Using all relevant data, analyse requirements and make complex judgements regarding treatment parameters and patient dose effect to produce the required dose distribution over the treatment volume using complex computerised planning systems and other devices as appropriate.

To make decisions that provide for the possibility of treatments outside existing protocols.
To have a role in the wider IGRT team reviewing images and making dosimetric decisions.
To check and approve treatment plans, calculations and treatment accessories produced by other members of staff. To assist, advise and provide cover to Mould Room staff in the production of patient immobilisation devices, beam shielding blocks, electron applicator cut-outs using low melting point alloy and wax build-up for beam modification. These services include the fabrication of patient immobilisation shells; to prevent patient movement during treatment, other treatment accessory construction and radiotherapy plans where highly complex three-dimensional radiation distributions are computed e.g. VMAT to maximise therapeutic efficacy to the tumour and minimise healthy tissue damage.

To provide support to Clinicians in clinic with advice about proposed radiotherapy treatments and setups, this may include pre-treatment support with patient's setups.

To manage the day-to-day throughput of patients through treatment planning and the mould room in the Radiotherapy Department at the Royal Shrewsbury Hospital. To implement and support any changes or improvements in the delivery of the service. To carry out all these duties to provide a state-of-the-art Radiation Physics service with a national profile for the benefit of the Trust and its patients.

There is an expectation to participate in the on-call service that provides emergency patient out of hours support for treatment planning and machine run up.

General and Job Specific Duties

1. Communication and Relationship Skills

To provide technical radiotherapy treatment planning advice to radiotherapy consultants, other clinicians, radiotherapy management, radiographers, and any other relevant staff on all matters relating to the technical aspects of the Radiotherapy systems and their associated components. Also, to deputise for the Lead Clinical technologist (Dosimetrist) in the provision of advice on all matters relating to radiotherapy and its associated components and accessories, and for the use made of that advice.

To supervise dosimetrists in the planning of complex radiotherapy treatments at the Royal Shrewsbury Hospital, to ensure the accurate and timely completion of all such plans, to liaise directly and effectively on a day-to-day basis with other physics, radiographic, medical, managerial and clerical staff in the Radiotherapy Department concerning all aspects of the planning process, and to report directly and promptly to a radiotherapy physicist over all technical aspects of treatment plans.

Liaise with manufacturers concerning radiotherapy planning system performance, software installs, up-grades and up-dates, also machine performance including breakdowns and repair and the ordering of consumables.

2. Knowledge, Training and Experience

Understanding of radiotherapy treatment planning and mould room acquired through to Degree level and successful completion of RCT registration or be a member of the HCPC. Completion of specialist manufacturer's training courses. The postholder will be a member of the appropriate professional body and maintain CPD to support this.

To maintain an up-to-date knowledge of all current scientific, clinical, commercial and managerial developments relevant to radiotherapy planning and mould room practice, and relevant statutory requirements.

3. Analytical and judgemental Skills

To develop a complete understanding of all currently used radiotherapy planning systems. Use this knowledge to be aware of inter-relationships between subsystems and the effect faults could have on the accuracy of radiotherapy. Ensure that after any upgrade, repair or replacement the equipment performance is checked using the appropriate quality assurance test and if any modifications are required to be aware of the relevant regulations and departmental procedures.

Any maintenance, repair work or software tasks carried out on any radiotherapy computer system must adhere to manufacturer, Trust and national policies and regulations etc to maintaining system security and integrity.

Work with scientific colleagues to carry out regular quality assurance checks on complex radiotherapy planning systems, networks and associated imaging components.

To supervise the design and fabrication of items for patient immobilisation to carry out the above duties, and in response to requests from staff of the RSH Radiotherapy Department.

4. Planning and Organisational Skills

In the absence of the Chief Dosimetrist, to plan and manage the workload of all radiotherapy dosimetrists and mould room services. To oversee the achievement of all appropriate protocol/SOP standards and meet the required deadlines.

To assist the Head of Radiotherapy Physics (or deputy) in the planning or development of the Radiotherapy Service, including all technical dosimetry aspects.

To keep abreast of all developments in relevant radiotherapy equipment, planning techniques and immobilisation procedures.

5. Physical Skills

Highly developed motor co-ordination to carry out mould room duties, including the production of casts, impressions, beam directional shells, and the marking and fitting of beam directional shells, as required.

Highly developed skills for the manipulation of complex treatment planning systems.

Ability to lift and accurately position highly critical patient immobilisation accessories (more than 20 kgs)

6. Responsibility for Patient/Client Care

To provide theoretical and practical instruction in all treatment planning techniques, safe use of equipment and accessories, computerised planning and associated dosimetry to all staff and students working within treatment planning. This role can extend to the pre-treatment department when advice is needed for unusual cases.

Provides specialist clinical dosimetrist services on highly complex equipment and networks.

To report near misses and incidents in accordance with Trust Policies, making arrangements for corrective procedures and treatment re-plans as required. To investigate incidents and near-misses to establish root cause and implement corrective action within treatment planning/mould room. Participate in commissioning of new Radiotherapy Patient Management System software, up-grades and up-dates.

To assist in the commissioning of new radiotherapy equipment.

7. Responsibility for Policy/Service

To assist, supervise, develop and implement a robust quality assurance system for the treatment planning computer systems.

Delegated responsibility for the accredited quality system (ISO 9001:2000), covering all dosimetrist aspects and mould room within the Radiotherapy Physics service.

Implement and support any changes or improvements in the delivery of the service.

8. Responsibility for Financial and Physical Resources

Responsible for the safe personal use all workshop and radiotherapy equipment including linear accelerators, simulators, kilovoltage X-Ray machines, dosimetry equipment and radiotherapy computer systems.

Delegated responsibility for the ordering of all parts and accessories required for the treatment planning and mould room services.

Oversees the correct use of the computer hardware and software within treatment planning.

Responsible for the safe use of all wider oncology computer systems and applications.

9. Responsibility for Human Resources

To assist the line management of all the dosimetrist staff in Radiotherapy Physics, including taking a lead role in recruitment of any new or replacement dosimetrist staff. To assist in carrying out all annual appraisals of these staff. Also to have delegated responsibility for all routine HR e.g. disciplinary/sickness absence and support roles for this staff group.

To organise, mentor, train and supervise all dosimetrist trainees within the section ensuring that the highest professional standards are maintained.

To ensure staff are familiar with and fully trained on all equipment and computer systems within the section and to maintain competency and training records.

To cascade information such as protocol amendments, change of work instructions etc.

To take part in the theoretical and practical teaching and training of clinical scientists, clinicians, radiographers, technologists and other staff as required.

10. Responsibility for Information Resources

To supervise, create, format, manipulate and ensure the integrity of spreadsheets and databases associated with Radiotherapy Physics activities including planning admin and the highly complex and patient critical ARIA/Eclipse computer systems. To jointly supervise the routine systems administration of the treatment planning system.

Responsible for Radiotherapy Patient Management System security and ensuring patient and staff data confidentiality and system integrity is maintained at all times.

To supervise and approve the drafting of written protocols for all dosimetrist/mould room procedures associated with radiotherapy, and to amend, update and audit as appropriate.

11. Responsibility for Research and Development

To carry out an ongoing research and development programme, agreed with the Head of Radiotherapy Physics or deputy.

To participate in clinical audit and trials work from a dosimetrist perspective. Participate in research into new equipment and techniques, producing and developing new treatment plans. Test and adapt techniques and or equipment to meet specific clinical requirements.

From time to time to serve on other project teams or working groups and to meet appropriate timescales for the completion of agreed development projects.

12. Freedom to Act

Works independently within occupational or departmental policies/ procedures.

Develops policies and procedures for the dosimetrist service and takes responsibility for the compliance of these policies.

Assists the Head of Radiotherapy Physics in the development of wider policies and procedures and ensure that they are complied with in the section.

To take responsibility for and carry out all duties in compliance with statutory requirements for Radiation Protection (IRR and IRMER) and Health and Safety.

13. Physical Effort

Uses high levels of hand and eye co-ordination in order to achieve very fine margins of error using highly complex and expensive equipment taking into consideration accuracy and patient safety. Infrequently required to carry and position heavy patient specific immobilisation equipment.

14. Mental Effort

Intense concentration required for lengthy, complex treatment advice and patient equipment fabrication or the development of highly complex bespoke patient treatment plans.

Intense concentration required while working on oncology information systems being aware that mistakes could interrupt or harm the treatment of patients.

Able to cope with interruptions and switch to from one task to another while maintaining concentration on all tasks.

15. Emotional Effort

Frequent indirect and direct exposure to distressing situations e.g. dealing with patients with a (sometimes terminal) cancer diagnosis.

16. Working Conditions

Frequent controlled exposure to ionising radiation (X-rays) and infrequent equipment hazards. Occasional exposure to chemicals, dust, fumes and lethal rotating machinery in the Mechanical Workshop.

Occasional exposure to bodily fluids while working with patients.

Professional Development

To take every reasonable opportunity to maintain and improve professional knowledge and competence and participate in a recognised program of Continuous Professional Development.

To participate in appraisal, personal objective setting and review, including the creation of a personal development plan.



PERSON SPECIFICATION

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally possess to successfully perform this role.

QUALIFICATIONS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> Professional dosimetry knowledge gained through BSc/HNC/BEng or equivalent; specialist knowledge through other courses and regular up-dating, significant experience in technical Radiotherapy Physics. Registered on RCT. 	<ul style="list-style-type: none"> BSc/MSc in Clinical Technology (Radiotherapy Physics) or equivalent.

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> For guidance 6 years' experience, post qualification, as a Clinical Technologist in Radiotherapy Physics (Dosimetrist). Insight and ability to be a line manager within Radiotherapy. 	<ul style="list-style-type: none"> Experience of Varian Radiotherapy Treatment Machines and treatment planning systems. Experience of staff supervision or line management. Experience of SGRT, SABR and RadCalc.

SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> Ability to work within a multi-disciplinary team. Excellent communication skills Excellent analytical and fault-finding skills Ability to analyse problems and provide solutions under pressure To lead and take responsibility for service provision. 	

<ul style="list-style-type: none"> • Physical fitness commensurate with manual handling and mobility requirements • Ability to work under pressure • Ability to work in a range of clinical environments • Willingness to develop job role and undertake training 	
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OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Willingness to work in hazardous environments including low level ionising radiation, high voltage and RF radiation areas and workshop hazards such as dust, fumes and rotating machinery 	

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; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of

INFECTION PREVENTION AND CONTROL (IPC)

The prevention and management of acquired 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; 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 colleagues; 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)

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.

- Confidentiality and Security - Your attention is drawn to the confidential 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 - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. 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, to protect yourself and the Trust from any possible 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 continuous personal development including, 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; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

We all have a personal and a professional responsibility within the Trust to identify and report abuse.

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

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 is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is 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.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

EQUAL OPPORTUNITIES AND DIVERSITY

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

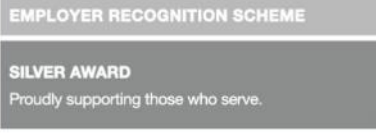
The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

NO SMOKING POLICY

There is a no smoking policy in operation within the Trust. Smoking within the Trust's premises or within the Trust's grounds is not permitted.

MISCELLANEOUS

This job description is an outline of the key tasks and responsibilities of the post and is not intended to be an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services as well as the personal development.





The Royal Shrewsbury Hospital

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Mytton Oak Road

Shrewsbury

SY3 8XQ

Getting to The Royal Shrewsbury Hospital

The Princess Royal Hospital

Telephone: 01952 641222

Minicom: 01952 641222 Ext: 4995

Address:

The Princess Royal Hospital

Apley Castle

Telford

TF1 6TF

Getting to The Princess Royal Hospital