

# SENIOR SPECIALIST BIOMEDICAL SCIENTIST/QUALITY MANAGER

## Candidate Pack



# Colleague Benefits

## General

- 27 days annual leave entitlement, 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
- 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
- Salary sacrifice schemes
- Generous pension scheme
- Access to a financial support booklet
- Pre-retirement courses
- Free Will writing service
- Savings and Loan schemes

## Learning and Development

- Coaching and Mentoring
- Leadership Academy – leadership and management training for all staff
- Access to E-Learning courses
- Apprenticeships – growing number of apprenticeship opportunities across all disciplines
- Secondment and acting up opportunities
- Support to complete qualifications whilst on the job

## Wellbeing

- Coaching
- Mental Health First Aiders
- Chaplaincy
- Fast track physiotherapy service
- Free eye test vouchers
- Slimming World referral scheme
- Cervical screening service
- Long Covid support
- Access to wellbeing/rest rooms
- Menopause support
- Men's Health forms and MOT
- Discounts with local gyms

# Poppy's Promise

Poppy's Promise is a compassionate care initiative introduced within this Trust to enhance communication, respect and empathy across every aspect of patient care.

The initiative was founded by Katie Russell, following the loss of her daughter Poppy, who tragically died at just twelve hours old due to failures in care and communication. Born from that experience, Poppy's Promise serves as a powerful reminder that while clinical skill saves lives, it is compassion, listening and respect that define the quality of care and human connection. By embedding this promise across our organisation, we ensure that no patient or family ever feels unseen, unheard, or uncared for.

Poppy's Promise is a five-stage framework that supports NHS staff to provide compassionate, consistent and patient-centred care. It aims to create a culture where empathy and communication are prioritised at every level - from education and recruitment to daily patient interactions.

At the heart of the initiative lies the C.A.R.E. framework, which outlines four guiding principles for staff to follow. The CARE principles form the foundation of Poppy's Promise. They describe the behaviours, attitudes and values that underpin every interaction — between staff and patients, staff and families, and colleagues with one another.

CARE is not an additional task. It is how care is delivered.

## C.A.R.E. Meaning and Practice

**Compassion** - Demonstrate genuine kindness, empathy and humanity in every interaction.

Compassion means recognising the emotional as well as the physical needs of patients, families and colleagues, and responding with care, patience and understanding. Small acts of compassion can have a lasting impact.

**Acknowledge** - Actively listen and be fully present.

Use eye contact, names and open body language, and acknowledge the individual's feelings, concerns and lived experience. Every person should feel seen, heard and taken seriously.

**Respect** - Treat everyone with dignity, honesty and fairness at all times.

Respect individual differences, personal circumstances and lived experience. Trust is built through respectful behaviour, consistency and integrity.

**Empower** - Enable people to be active participants in their care and work.

Communicate clearly, encourage questions and shared decision-making, and ensure patients, families and colleagues feel informed, confident and included.

Poppy's Promise is more than a framework - it represents a cultural shift towards human-centred care. By adopting these principles, we:

- Strengthen trust and communication between staff and patients
- Reduce avoidable harm through better understanding and listening
- Improve patient experience and staff wellbeing
- Foster a culture of openness, empathy and shared responsibility

Every member of staff has a role to play in bringing Poppy's Promise to life. Whether you are clinical, administrative or support staff, compassion and communication are part of everyone's role.

### **In daily practice, you can:**

- Take a moment before entering a patient's space - centre yourself, focus on the person, not the task
- Use clear, respectful and kind language
- Listen without interruption and acknowledge emotions expressed
- Be honest and transparent, even when conversations are difficult
- Reflect after interactions - consider how your approach made the patient or family feel

### **All staff within the Trust are expected to:**

- Uphold the values of Poppy's Promise in all patient and colleague interactions
- Attend any training, workshops or refreshers provided as part of the initiative
- Support colleagues in modelling compassionate behaviours
- Raise concerns constructively when communication or respect fall short
- Reflect these principles in both professional and personal conduct within the workplace

Together, we can make every interaction an opportunity to care, listen and make a difference.

That is Poppy's Promise.

## 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.\*\**

- The role involves dissecting and preparing tissue samples to support accurate histopathology reports.
- You will develop advanced skills in specialist specimen dissection and complete the required training portfolio within two years.
- You will help manage the daily workflow in the laboratory and support, train and supervise other laboratory staff.
- You will follow strict laboratory standards, procedures and quality systems to keep results accurate and reliable.
- You will help improve processes, take part in audits, and support research and development when needed.
- You will work closely with pathologists, keep good records, and use your skills to help deliver a safe and high-quality service.

## Job Description

<b>Job title:</b>	Senior Specialist Biomedical Scientist/Quality Manager
<b>Grade:</b>	Band 7
<b>Site:</b>	The Robert Jones and Agnes Hunt Orthopaedic Hospital, Oswestry
<b>Accountable to:</b>	Histopathology Laboratory Manager
<b>DBS required:</b>	Standard

## Job Purpose

- As a Biomedical Scientist the post holder will be expected to work within the professional standards as a
- registrant of the Health Professions Council (HCPC) and maintain a portfolio of evidence supporting Continuing Professional development (CPD).
- The post holder will be required to conform to agreed standard operational procedures, policies and good laboratory practice and also within their work duties comply with the standards as required of ISO15189:2012 and Clinical Pathology Accreditation (UK).
- This post is associated with the implementation of a high level of advance practitioner specimen dissection as part of the IBMS/RCPATH portfolio of excellence.

- To develop and maintain advance practitioner (AP) cut up as the area of specialist interest and contribute to its implementation and development.
- To undertake AP cut up of bone and soft tissue surgical specimens as part of the department's rota in conjunction with the laboratory manager.
- To be responsible for and undertake appropriate training and competency for AP dissection as laid out in the IBMS/RCPATH portfolio of excellence and complete within two years of taking the post.
- To deliver a range of scientific work demanding skilled performance working with some autonomy but within the overall responsibility of the Laboratory Director.
- To oversee, coordinate and manage the daily workload in the department. To supervise and coordinate activities of the BMS staff.
- Provide training of BMS/lab staff in laboratory techniques and processes.
- To develop and maintain the departmental Quality Management System in line with ISO 15189:2012

## Duties and Responsibilities

To undertake

- Dissecting all surgical specimens
- Selecting the areas of tissue to sample to be used as the basis of histopathology reports
- Selecting and freezing representative normal and tumour tissue for the tissue bank store
- Using the digital dictation system to create the macro descriptions of the samples used in
- departmental reports
- Maintain highly developed skills and experience in dissection and examination of bone and soft tissue surgical specimens.
- Ensure all specimens for decalcification are monitored regularly and processed as soon as possible

To perform in routine and specialist analytical work to a high standard including

- Tissue embedding
  - Microtomy
  - Special stains
  - Cutting frozen sections
  - Immunohistochemistry
  - Quality assurance
- To ensure that each investigation is performed in accordance with the appropriate standard operating procedure (SOP)
  - To participate in receiving specimens into the department and recording them on the computer system.
  - Supervise and train BMS staff to achieve the best utilisation of resources maintaining an effective service.

- To participate in the evaluation of new techniques, equipment and protocols.
- To ensure that there are sufficient stocks of control material, reagents and consumables at all times within the laboratory.
- Filing and retrieving histological material frozen material, slides and blocks.
- Active involvement in the process of continuous quality improvement through audit, preventative and corrective action throughout the laboratory.
- To follow departmental maintenance protocols for laboratory equipment and take appropriate corrective action when required.
- To write and review SOPs using the document control system.
- To undertake audit activities.
- To participate in Staff Performance Appraisal and agreed Personal Development Plan.
- To adhere to Trust policies and procedures relevant to the position.
- To monitor the accuracy and precision of laboratory investigations using quality control procedures
- To undertake fault finding and implement subsequent corrective action where quality control results indicate loss of performance
- To participate in any mandatory training organised by RNOH or other courses relevant to the position.
- To forward their professional education with relevant external training and courses.
- This job description gives a general outline of the post and is not intended to be inflexible or a final list of duties. It may therefore be amended from time to time in consultation with the post holder.
- The post holder will be expected to carry out any other duties commensurate with the grade and in line with the requirement of this post.

## Communication

- Communicating with Pathologists and researchers in relation to techniques to be performed.
- To participate in laboratory meetings.

## Other Responsibilities

- To participate in Research and Development and activities relating to the Human Tissue Act within the department when requested.
- Work on own initiative, organise own workload and comply to agreed turnaround times. Bring issues to other staff when appropriate.
- Any other duties commensurate with the grade.

## Additional Information

### Physical Skills and Effort

- The above will involve frequent periods of prolonged mental effort utilizing microscopy, microtomy, scientific, and written and verbal language skills. Handling amputated limbs. Long periods of standing at a bench doing gross dissection.

- Much of the equipment used on a daily basis is high value and specialised to the department, requiring accuracy and co-ordination to produce the required level of expertise to operate and generate high quality and accurate results.
- Working conditions: The laboratory is of modern construction with down draft tables providing ventilation. All PPE is provided. A computer workstation will be provided.

### **Risk Management & NHSLA Good practice**

- Risk Management involves all staff identifying circumstances and practices which put patients at risk of harm, and then acting to both prevent and control these risks.
- Staff are required to improve the quality of care by identifying, reporting and analysing actual and potential adverse events through the trust's Clinical Incident Reporting system.
- Central to every clinician's practice should be the control and reduction of risk by changing clinical and organisational practice in order to eliminate or reduce adverse events.
- All clinical staff are required to familiarise themselves with the Trust's Clinical Risk Management Strategy and all other Clinical Risk policies and guidelines, including the Trust's Complaints Procedure. (These documents are available on the Trust's Intranet Site).

## **Person Specification**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>BSc(Hons) in Biomedical Sciences (IBMS approved) or equivalent</p> <p>MSc in Biomedical Science or equivalent</p> <p>Registered with the Health and Care Professions Council (HCPC)</p> <p>Relevant IBMS Specialist Diploma(s) or Equivalent</p> <p>Evidence of Continuing Professional Development (CPD)</p>	<p>Membership of the Institute of Biomedical Science or equivalent professional body.</p> <p>Relevant Higher Specialist Diploma</p> <p>Diploma of Expert Practice in Histological Dissection or Non Gynaecological Cytology.</p> <p>Certificate of Expert Practice in Quality</p>

		<p>Management, Training or Leadership and Management</p> <p>Diploma in first line management.</p>
<b>Experience</b>	<p>Extensive practical experience as a Senior Biomedical Scientist in a relevant discipline; gained through working in an NHS environment or equivalent for a minimum of five years post registration.</p> <p>Extensive experience with QMS systems.</p> <p>Experience of managing/supervising junior staff and students.</p>	<p>Multi-disciplinary (Histology/Non gynae cytology) working experience.</p> <p>Familiar with instrumentation used in the department, or similar.</p> <p>Experience of using Pathology IT and Hospital PAS systems.</p>
<b>Knowledge and skills</b>	<p>Advanced theoretical knowledge and practical experience of Biomedical procedures gained through MSc or equivalent and consolidated through the completion of an IBMS Specialist Diploma or equivalent in a relevant discipline.</p> <p>Sound understanding of Health and Safety.</p> <p>Working knowledge of Microsoft software in particular Word and Excel.</p> <p>Knowledge of Quality Management Systems, Quality Assurance &amp; Laboratory accreditation.</p>	<p>Knowledge of Pathology IT systems</p> <p>IOSH</p> <p>Good customer service skills.</p> <p>Able to adapt and develop new ideas to improve the service.</p>

	<p>Able to work autonomously and lead specialist section(s).</p> <p>Advanced grasp of technical/mechanical aspects of instrumentation.</p> <p>Adept at problem solving, taking the initiative and sound decision making.</p> <p>Able to instil confidence and motivate others.</p> <p>Good verbal, written and communication skills. Able to train and support staff to attain full potential.</p> <p>Able to concentrate for prolong periods of time. Able to pay meticulous attention to detail and maintain accurate hand eye co-ordination.</p> <p>Able to work under pressure and meet deadlines</p>	
<b>Other</b>	<p>Ability to lead by example, display a positive attitude and build rapport.</p> <p>Commitment to life-long learning and encourages development in others.</p>	Self-motivated

## 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.

## Infection Prevention and 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;
- 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;
- 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;
- 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. 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.

