



THERAPEUTIC RADIOGRAPHER

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	Therapeutic Radiographer
Band	5
Directorate	Service Delivery Directorate
Accountable to	Radiotherapy Services Manager via Band 7 Radiographer
DBS Required?	Yes

JOB OVERVIEW

To carry out all aspects of Radiotherapy treatment under the supervision of senior staff in line with IR(ME)Regulations and the requirements of the Radiotherapy Services Manager.

To work alongside other professional groups to improve the quality of care for patients receiving radiotherapy at this centre.

To rotate through all areas of the radiotherapy department as specified by the superintendent radiographer.

Ensure the needs of the patient are identified and met.

To participate in CPD.

SCOPE AND RANGE

To work on a treatment unit, or in pre-treatment within the radiotherapy department at Royal Shrewsbury Hospital as rostered by the superintendent radiographer. Provide direct supervision of student radiographers and radiotherapy care assistants.

Participate in IGRT and virtual simulation.

Participate in on-call rota, late cover and Bank Holiday working and occasional shift pattern if required.

PRINCIPLE DUTIES AND RESPONSIBILITIES

Professional and Technical

1. Maintain high professional standards and technical ability in accordance with the requirements of the Radiotherapy Services Manager with the professional competence to keep HPC registration, treating patients safely and efficiently in line with Trust policies, departmental QA protocols and IR(ME)R regulations and HPC standards of conduct, performance, and ethics. Take due care with all equipment ensuring that any faults or variations from normal are documented and reported.
2. Assist technically with and oversee all procedures relating to the patient's pathway in radiotherapy on a daily basis, including:
 - Safe operation of specialised and complex equipment
 - Accurate interpretation of treatment requests, competent in CT scanning
 - Confirm patients consent.
 - Accurately position immobilisation devices
 - Construct orfit * shells for palliative patients
 - Tattoo patients
 - At CT accurately record patient position and position of accessory devices
 - Maintenance of complete and accurate treatment records
 - Calculation of treatment plans
 - Input treatment parameters onto computerised verification systems
 - Accurate interpretation of treatment sheets and plans
 - Undertake verification using IGRT
3. Provide high standards of patient care, respecting confidentiality, promoting good communication and appropriate information, and work with more senior staff to ensure that patient needs are met.
4. Monitor and report any changes in the medical condition of patients undergoing treatment to other team members.
5. Participate in the clinical training of students, assistant practitioners, and care assistants within the team. Ensure their understanding and compliance with agreed regulations and procedures.
6. Promptly report any deviations from prescribed treatment. Record observations and comments in the patient's treatment file, sign and date these annotations. Undertake a personal responsibility to maintain an up-to-date knowledge of new oncology practices, and undertake CPD.
7. Participate in the on-call rota for emergency weekend duties.
8. Bring to the attention of the Band 7 or Team Lead radiographer any areas of concern that may affect the treatment or well-being of patients within the department.

Systems and Equipment

The radiographer must safely and efficiently manipulate all complex, specialised equipment associated with the treatment of cancer patients undergoing treatment with potentially lethal doses of ionising radiation, this includes:

- Superficial and Orthovoltage machines
- Patient scheduling system
- Record and verify systems.
- Image acquisition
- Image processing
- IT skills e.g. word, excel, PowerPoint etc.
- Patient record system
- Digital camera and associated software
- Manual handling equipment
- Patient immobilisation equipment
- Mould room equipment
- Intercom and telephone systems
- Bleeps

Decisions, Judgments and Freedom to Act

- If a radiographer has any concerns about the accuracy of a treatment or the wellbeing of a patient, they must report their concerns to either a senior or superintendent radiographer and not proceed with the treatment of that patient until their concerns have been addressed to their satisfaction.
- A radiographer has sufficient initiative to support the safe and efficient operation of the working area, but will refer most decisions to a more senior radiographer.
- They are able to answer most patient queries and give complex, sensitive information and advice to cancer patients and their carers during treatment.

Communications and Relationships

The radiographer works alongside other therapy radiographers, students, assistant practitioners and care assistants who work within the radiotherapy department. A radiographer also communicates verbally with:

Physicists

Medical technical officers

Oncologists

Nursing staff on Ward 23 and in the chemotherapy day centre

Clinical Trials staff

Macmillan Therapy Team

Receptionists

Secretaries

Clinic staff

Other professional groups

Whenever required, a radiographer records observations and comments in the patient's treatment file, and signs and dates these annotations. The treatment sheet is completed and signed each day of a patient's treatment, and when required measurements that verify the accuracy of treatment are recorded.

Incident reporting is carried out using the Trust Incident Reporting forms.

Authorised QA forms are used for Non-conformance reporting and concessions.

Physical, Mental and Emotional Demands of the Post

- A radiographer is on their feet for the greater part of their working day, walking between the control area and the treatment room at least twice for each patient treated.
- They must have excellent spatial awareness and dexterity so that they can safely and efficiently

manoeuvre complex and highly specialised equipment around patients as well as accurately positioning patients and other required accessory equipment are positioned ready for treatment each day.

- Safely transfer patients from wheelchairs and beds to the treatment couch and occasionally fetch bedridden patients from the ward.
- An integral part of the radiographer's role is to monitor the health of patients on treatment each day and report concerns to more senior staff.
- A radiographer must sustain concentration throughout treatment sessions in order accurately interpret instructions on treatment sheets and also concentrate on the machine's operation to detect any variance from normal at the earliest opportunity so that any faults can be repaired.
- Therapy radiographers treat terminally ill patients as part of their daily workload, on occasion these patients and or their carers can be very distressed and require calm and compassionate care.
- Anxious patients, and or their carers on occasion, can also be extremely emotionally demanding.

WORKING CONDITIONS

The postholder works in an environment where high levels of ionising radiation are used under rigorously controlled procedures that minimise the risk of occupational exposure. They may occasionally be exposed to unpleasant body odours, bodily fluids (e.g. faeces, vomit) which are highly unpleasant, infection control risks e.g. HIV, Hepatitis, MRSA and ESBL.

Cleans soiled equipment and disposes of soiled linen which is unpleasant and on rarer occasions highly unpleasant.

There is also the possibility of being exposed to aggressive behavior from patients, relatives, and staff.

During the working day radiographers occasionally tattoos patients



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"> • Minimum requirements for University entrance but including at least one science subject at A level • BSc in radiographic studies or equivalent DCRT • State registration with the Health Professions Council 	<ul style="list-style-type: none"> • Has carried out research; undertaking post graduate qualifications

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Wide experience with radiotherapy equipment and techniques. • Experience with megavoltage, orthovoltage and superficial treatment units • Experience on CT simulators and in dosimetry • Experience on treatment record and verify systems. • Basic IT skills • Knowledge acquired during BSc or equivalent training includes: • Oncology – Fully comprehensive and detailed knowledge of disease process and treatment. • Radiobiology- effects of radiation on biological systems. • Principles of radiotherapy techniques. • Application of radiation physics to radiotherapy • Legislation associated with the use ionising radiation in medicine (Ionising 	<ul style="list-style-type: none"> • CT planning • IGRT • Rapidarc • Awareness of wider departmental, cancer and NHS agenda

<p>Radiation (Medical Exposures) Regulations (IRMER), Ionising Radiation Regulations (IRR)</p> <ul style="list-style-type: none">• Health and Safety procedures• Human Anatomy and physiology• Chemotherapy – drugs and modes of action	
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SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Good communication skills • Team player • Good interpersonal skills • Empathy, respect, and tolerance to all individuals, without discrimination • Patient focussed. • Good numerical skills • Good dexterity and spatial awareness • Flexible and motivated • Ability to adapt and apply skills in a variety of situations. • Understands the Professional Code of Conduct 	<ul style="list-style-type: none"> • Enthusiasm for development of role and self.

OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Reliability • Able to take initiative in a professional manner • Appreciation of multi-disciplinary nature of the oncology service • Takes responsibility for practice of self and others working to agreed standards 	<ul style="list-style-type: none"> • Punctuality • Research and audit awareness/participation • Contributes to improvements in standards

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 health and safety

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.





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