

AUDIOLOGIST

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.

- The role involves providing hearing care services as a qualified Audiologist.
- You will assess hearing problems in both adults and children and create care plans to help patients.
- You will fit and adjust digital hearing aids and run clinics in different locations.
- You will keep accurate patient records and use specialist equipment safely and effectively.
- You will work closely with patients, families, and other healthcare professionals, showing care and clear communication.
- You are expected to follow professional standards, keep your registration up to date, and continue developing your skills.

Job Description

Job title:	Audiologist
Grade:	5
Site:	The Princess Royal Hospital
Accountable to:	Head of Audiology
DBS required:	Enhanced

JOB PURPOSE

- The post holder will provide routine clinical Audiology services consistent with a qualified Audiologist, who holds a BSc Audiology/Clinical Physiology.
- The postholder is expected to hold and maintain their professional State Registration.
- The post holder will undertake all routine audiological and rehabilitation procedures, including direct referrals for hearing aids and diagnostic support for ENT clinics.
- The postholder is expected to work autonomously, with regard to good/best practice codes and guidelines. At all times the postholder is expected to use good clinical and professional judgement following codes and guidelines of practice.

Main Duties and Responsibilities

Scope and Range:

The postholder is expected to maintain relationships with a wide range of individuals, organisations and groups such as discussion of individual patient case pathways with ENT Consultants, Social Services and Volunteer groups. Additionally the post holder is expected to participate in continuing professional development activities, using reflective practice techniques and undergo Clinical Supervision and Appraisal to develop own work performance.

a. Experience Clinical.

- Experience in assessment of hearing impairment and disability of individuals in a wide range of patient types both adults and children using a wide range of techniques which will include the use of specialised audiological equipment and test methods. In the case of Preschool children the postholder is expected to work alongside an experienced Audiologist (Band 6 or above).
- The post holder will interpret clinical results and is required to develop and implement appropriate rehabilitation care plans based upon these clinical findings. The postholder will see direct referral patients without supervision from a GP and assess for hearing loss, providing suitable treatment options and care pathways for these patients based on the National Direct Referral guidelines provided by British Academy of Audiology. Any contra indications to these guidelines and the postholder is expected to seek advice from a senior colleague (Band 6 or above).
- Provision of a wide range of specialised habilitation and rehabilitation services for these patients, their families and carers.
- Selection of and precise fitting of digital hearing aids, using real ear measurements involving insertion of probe microphones into adult ears.
- Carry out hearing clinics in a variety of outreach clinics.
- Provide in-depth knowledge and understanding of the effects of hearing loss for patients, their families/carers and other healthcare professionals.

b. Systems and Equipment

- Requirements: good computer keyboard skills (expected to use computers for more than 4 hours each day).
- The postholder is responsible for accurate keeping of patient records and information, inputting clinical data and reports into the Audiology department's computer database.
- The postholder is required to use a wide range of computerized patient management systems and highly complex audiological equipment systems.
- The postholder will be expected to be able to carry out front-line diagnostic and troubleshooting evaluation of such equipment, repair when appropriate

and referral to others with greater specialist knowledge when appropriate. A high degree of judgement is implied in this requirement.

c. Communication and Relationship Skills

- To communicate in an effective and timely manner using both the written and spoken word in a wide range of situations where barriers to effective communication may exist.
- To work in a collaborative manner with many colleagues to deliver a co-ordinated, multidisciplinary service.
- The postholder is expected to have to work with patients, relatives and carers who, may have barriers to communication. These situations must be handled in a professional, compassionate and polite manner and will require additional skills.
- It is essential that the postholder has an understanding of how people can react differently to health care situations and how best to handle them.

d. Analytical and Judgement Skills

- Reporting of findings to a wide range of colleagues, both within the NHS and to external statutory and non-statutory bodies this is often done on a daily basis. Reports are expected to contain recommended courses of action where appropriate.
- To be responsible for ensuring the correct operation and use of all audiological equipment and facilities within his/her jurisdiction eg real ear measurements, daily calibration and safety checks.
- To participate in Clinical Audit and to follow Trust and departmental policies relating to Clinical Governance, Health and Safety and Infection Control within the department.

e. Planning and Organisational Skills

- The postholder is expected to apply high levels of concentration for multiple periods, each not
- exceeding one hour each day. Unpredictable work patterns can be expected within the department's clinical framework.
- Comments on service development in staff meetings and audit sessions, treatment/intervention types and equipment procurement for the department.

f. Physical, Mental and Emotional demands of this post.

- The postholder is expected to have a high degree of manual dexterity and also hand-eye coordination for safe clinical practice.
- to be a car driver (expected to drive for no more than two hours each day).
- to be able to lift and move heavy pieces of equipment daily (not more than 20Kg each item or total load). Loads in excess of 20Kg will be moved with appropriate use of lifting and handling equipment. The post holder is also expected to move patients in wheelchairs.
- The postholder may find himself or herself exposed to unpleasant body odours, fluids and secretions, such as ear infections, chemicals related to impression material, the use of specific adhesives, earmould material debris from earmould alterations.

Person Specification

	Essential	Desirable
Qualifications	• BSc. In Audiology or equivalent qualification such as: Medical Physics and Physiological Measurements (or equivalent) and successfully completed both parts of the	• British Sign Language Qualification • Dementia Training • Sight Loss training • Computer qualification eg Clait, ECDL, NVQ • CBT/Counselling

	professional examination, BAAT I and II. • Holds professional registration for RCCP or HPC • Newly qualified Audiologists working towards RCCP/HPC registration will be considered	
Experience	• To have knowledge of all standard adult audiological test procedures and adult rehabilitation. • Have completed appropriate record of clinical competence. • To have demonstrable experience in all areas of diagnostic and rehabilitative audiology • Experience of Microsoft Office software and database systems • Excellent keyboard skills including the ability to record and input data accurately.	• Paediatric Experience • Audit base Oticon and Phonak software
Knowledge and skills	• Excellent interpersonal skills: Friendly, courteous, confident, and diplomatic • Excellent communicator particularly with the hard of hearing and Deaf people. • Able to work on own initiative. • Excellent written communication skills • Ability to cope with occasional exposure to emotional circumstances	• Project planning experience Audit skills • Knowledge of health and safety requirements in Audiology and risk assessments

	such as imparting unwelcome news to patients of carers about hearing loss and dealing with upset patients. • Ability to use judgement on a range of clinical and non-clinical information such as the accuracy of test results and the appropriate procedures to use. • Ability to work calmly and methodically when under pressure from a busy caseload Good organisational and time management skills to ensure that the clinic runs smoothly and to time. • Ability to work under pressure; Ability to plan and priorities own workload to deadlines. • Excellent manual dexterity and co-ordination to accurately manipulate equipment and small devices to include hearing aids and accessories. • The postholder is expected to deal with body fluids on a regular basis such as ear discharge and cerumen and follow the necessary infection control procedures when exposed	
Other	• Example Ability to travel to patients' homes and outreach destinations as required with Audiology equipment eg laptops and hi-pros	

	• Flexible approach to working hours. • Must be able to demonstrate behaviours consistent with the Trust Values at SATH	
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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.

