

# Specialist Biomedical Scientist (BMS)

## 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 helps support the team by completing daily tasks and keeping work running smoothly
- You will work with others to solve problems and make sure tasks are finished on time
- The job involves using clear communication and building good relationships with colleagues and customers
- You will follow set processes and use guidance to complete your work safely and correctly
- The role offers chances to learn new skills and grow as part of the team
- You will help create a positive, friendly and organised working environment.

## Job Description

<b>Job title:</b>	Specialist Biomedical Scientist (BMS)
<b>Grade:</b>	6
<b>Site:</b>	The Royal Shrewsbury Hospital - Cellular Pathology
<b>Accountable to:</b>	Head BMS through Senior BMS(s) and Deputy Head BMS(s)
<b>DBS required:</b>	Yes – Standard

## Post Purpose

Assist in the provision of a diagnostic service. To understand, organise and perform competently a range of laboratory procedures, either singly or as part of a team, that equate to the training and qualifications of a Health and Care Professions Council (HCPC) registered BMS. You will be required to attain proficiency in the relevant areas of histology essential to support the provision of an integrated Cellular Pathology service. You will be required to deputise for Senior BMS staff in their absence and take lead responsibility for a specialist section of the department, as required.

## Scope and range

- You will be expected to work on a rotational basis through all sections of the department and become competent in a wide range of diagnostic tests including specialist investigations.
- You are expected to offer advice to staff trained in a complementary discipline to a level defined by your grade and expertise.
- You are expected to work independently and on your own initiative according to SOP

- You are expected to supervise, instruct or train staff to a level defined by your grade.
- You are expected to deputise for a Senior BMS staff in their absence and take lead responsibility for a specialist section of the department, as required.
- You are expected to prioritise own workload and coordinate work of other staff and take responsibility for results generated by unqualified staff in the same section of work, following defined, written procedures.
- You are expected to liaise professionally with other staff in Pathology and handle enquiries from external users of the service appropriately; you may be required to provide or receive complex information or provide advice, an explanation of results or instructions.
- You may be required to work at either of the department's laboratory sites.
- There may be a requirement in the future to participate in extended hours/7 day working according to service need

## **Main duties and responsibilities of the post-holder:**

As a Specialist BMS you are expected to perform a range of tasks of a similar nature and responsibility that collectively provide an integrated, diagnostic service. Specifically you will:

- Perform complex technical procedures, requiring extensive skill, knowledge, accuracy and dexterity, within the dissection section of the department.
- Participate, subject to the needs of the service, in the work of one or more of the departmental specialities which may include: immunohistochemistry, special stains and digital pathology.
- Undertake technical validation, interpretation and / or authorisation of a wide range of complex laboratory results and make decisions on which require referral to a Consultant.
- You are expected to plan and organise your own area of work, and that of junior staff, following defined, written procedures.
- You will be required to act independently within appropriate clinical/professional guidelines, in accordance SOPs and refer to senior member of staff if necessary.
- Train less experienced BMS and support staff and/or staff from other disciplines in a section(s) of work in which you are working.
- Maintain accurate records of the work for which you are responsible.
- Prepare and review Standard Operating Procedures and any other appropriate documentation relating to a section of work.
- Be familiar with the laboratory's Quality Policy and Quality Manual and ensure high standards are maintained.
- Contribute to internal audit programmes and corrective actions.
- Participate in internal quality control and external quality assurance schemes associated with the work to which you are assigned.
- Ensure IQA/IQC is performed and results acted on appropriately.
- Be committed to on-going professional development and changes to the service, maintaining an up to date working knowledge of your profession. You must retain on-going registration with the HCPC, and maintain a comprehensive CPD log to that effect.
- Assist in the achievement and maintenance of standards required by United Kingdom Accreditation Service (UKAS), Clinical Pathology Accreditation (CPA) UK Ltd,

Medicines and Healthcare Products Regulatory Agency (MHRA), Human Tissue Authority (HTA) and other accreditation schemes.

- Undertake surveys or audits as necessary, and participate in R&D, clinical trials or equipment validation as appropriate to your section of work.
- Monitor use of reagents, consumables and equipment within your area of work and ensure stock levels are maintained to ensure continuous service.
- You may have delegated responsibility for one or more of the following areas: Health and Safety, Quality, Training, IT or HTA (responsibilities as described in 9.1 below).
- Perform staff appraisals (Bands 2, 3, 4, 5), make recommendations for further training and develop personal development plans, as appropriate.
- Represent Pathology professionally when attending meetings.
- Be committed to on-going professional development and changes to the service, maintaining an up to date working knowledge of your profession. You must retain on-going registration with the HCPC, and maintain a comprehensive CPD log to that effect.
- Attend Team Briefings, Staff Appraisals, Statutory Training and other mandatory commitments defined by the Trust.
- Contribute to the general housekeeping and maintenance of the laboratory.

### **Additional responsibilities specific to the post-holder within the grade:**

- Perform examination and description of histology specimens including dissection and selection of surgical material for processing (BMS cut up) after suitable training and competency assessment.
- Supervise and manage the dissection section of the department.

### **Additional delegated responsibilities (one of following) as applicable:**

#### **Systems and equipment:**

- You must understand and be able to use competently, the laboratory computer systems for patient test results, and data entry and retrieval, and any piece of equipment specific to your area of work (some of which is highly automated and expensive or of a specialist nature).
- You are expected to perform preventative maintenance on highly complex and expensive equipment, and understand its principles of operation.
- You are expected to recognise and identify technical anomalies and be able to undertake fault finding to rectify the problem, according to the training you have received.
- You are expected to participate in the evaluation and implementation of new equipment or methodologies.
- You are able to understand and perform any quality control procedures that apply to any instrument you use and provide any relevant data in respect of that quality control. This extends to the appropriate recording of test results.
- You will be expected to undergo appropriate, specialised training for very sophisticated or highly complex equipment.

## Decisions, judgements and freedom to act:

As a specialist BMS you will have completed training and have consolidated experience within a specialism of Pathology.

- You will recognise the clinical value of your work, and the need for providing accurate results in a timely way.
- Attend X-ray guided FNA or renal biopsy procedures, prepare samples taken and comment on adequacy
- You will be required to act independently within appropriate clinical/professional guidelines and in accordance with SOPs and refer to senior staff if necessary.
- You will, where appropriate and within the constraints and limitations of your grade, authorise test results, deciding which require clinical interpretation.
- You will plan and organise your own workload and that of support workers, adhering to written laboratory Standard Operating Procedures.
- You seek advice, report to and liaise with the senior BMS responsible for your section of work.
- You are responsible for the quality of work you perform, which includes the maintenance of any instrumentation under your care.

## Communication and relationships:

- You will observe confidentiality and disclosure of information at all times, in accordance with Trust policy.
- You may have contact with any user of the service, usually by telephone, and be expected to provide or receive complex or sensitive information about a patient's care.
- You will liaise with staff from both within and outside the department as this relates to the area of work to which you are assigned or are considered competent to practice, and recognising the constraints of your grade.
- You supervise, train and mentor staff as appropriate, including trainees, support workers and students.
- You will work with the senior BMS assigned to your section of work to ensure the operational efficiency of the section remains optimal.
- You may occasionally be required to perform laboratory tests at a patient's side and will, therefore, have direct contact with them.

## Physical, Mental and Emotional demands of the post:

- There is a frequent requirement for light physical effort.
- Precise manipulation of samples/reagents is a regular requirement.
- Frequent requirement for prolonged concentration is a requirement; concentration always being necessary whilst handling and processing patient samples and data. Accuracy of data input and analytical performance is vital at all times.
- Unpredictable and rapidly changing work patterns are common
- You would not normally expect to be exposed to distressing or emotional circumstances as a part of your duties.

## Working conditions:

- There is daily contact with potentially infectious material.
- There is frequent exposure to uncomfortable working temperatures in the summer months.
- There is frequent exposure to formaldehyde, solvents and hazardous chemicals for which control measures exist.
- The post holder will be expected to assist in the examination of human tissue and may be required to assist in the disposal thereof.

## Person Specification

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>BSc(Hons) in Biomedical Sciences (IBMS approved) 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>IBMS Diploma of Expert Practice in dissection.</p>	<p>Membership of the Institute of Biomedical Science or equivalent professional body.</p> <p>Working towards Diploma of Expert Practice in Histological Dissection.</p>
<b>Experience</b>	<p>Substantial practical experience of Biomedical procedures in specimen dissection; gained through working in an NHS environment or equivalent for a minimum of two years post registration.</p>	<p>Multi-disciplinary (histology/non-gynaecological cytology) working experience.</p> <p>Experience of supervising junior staff and students.</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>Theoretical knowledge and practical experience of Biomedical procedures gained through BSc or equivalent and consolidated through the completion of an IBMS</p>	<p>Knowledge of Pathology IT systems</p> <p>IOSH</p>

	<p>Specialist Diploma or equivalent in a relevant discipline.</p> <p>Sound understanding of Health and Safety.</p> <p>Working knowledge of <i>Microsoft</i> software in particular Word and Excel.</p> <p>Knowledge of Quality Management Systems, Quality Assurance &amp; Laboratory accreditation.</p> <p>High degree of manual dexterity.</p> <p>Good verbal, written and communication skills.</p> <p>Able to build and maintain good working relationships.</p> <p>Able to prioritise own workload, co-ordinate the work of others and work with minimal supervision, to meet needs of service.</p> <p>Able to train others in own disciplinary area.</p> <p>Able to concentrate for prolonged periods of time.</p> <p>Able to pay meticulous attention to detail and maintain accuracy.</p> <p>Able to work under pressure and meet deadlines.</p>	<p>European Computer Driving Licence or equivalent.</p> <p>Good customer service skills.</p> <p>Able to adapt and develop new ideas to improve the service.</p>
<b>Other</b>	<p>Desire to develop own professional skills and expertise.</p>	

## 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.

