



**ADVANCED PRACTITIONER IN  
BREAST IMAGING**  
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	Advanced Practitioner in Breast Imaging
Band	7
Directorate	Clinical Support Services
Accountable to	Lead Superintendent Radiographer Breast Imaging
DBS Required?	Yes

## JOB OVERVIEW

The primary purpose of this post is to carry out stereotactic core biopsies and undertake an extended role in interpreting and diagnosing screening mammograms whilst continuing to contribute to the general mammographic workload of the Breast Imaging Department. Clinical work will be undertaken to the standard set by the NHS Breast Screening programme and will include all associated quality assurance procedures to maintain the service at the national standard. The post-holder will hold a recognised post-graduate film reading qualification and interventional qualification and will interpret and diagnose screening mammograms according to local and national protocols. The post-holder will provide local PACS support for colleagues within breast imaging as well as being the QA lead for the department and leading the symptomatic bookings for interventional procedures.

The post-holder will be a key member of the breast multidisciplinary team and take an active role in meetings as well as deputise for the Superintendent Radiographers as required.

The post-holder will take a lead role within the clinical audit and research agenda in mammography. There is potential for future ultrasound module if clinical demand dictates.

## 1. Main Duties and Responsibilities

### Professional Responsibilities Mammography

- To participate in screening and assessment procedures as well as symptomatic clinics/lists
- To maintain high quality clinical standards of mammography whilst minimising technical repeats and recalls and observing all relevant Radiation Protection legislation and Local Rules
- To perform accurate standard mammographic examinations in a sensitive and professional manner and be able to adapt techniques to individual patients/clients
- To perform more specialised mammographic views in assessment and symptomatic clinics
- To use specialised and complex digital equipment to assist Radiologists and Consultant Radiographers to perform biopsies and interventional procedures accurately.
- To check and document identity and demographic details of patients/clients, to observe and note any breast problems, significant clinical signs and symptoms according to local protocol
- To ensure that patients/clients receive a comprehensive explanation about the mammographic examination and expected time for receiving results. For screening ladies the recall to assessment system should also be explained in a manner that does not provoke anxiety
- To x-ray breast pathology specimens
- To be aware of the needs of individual patients and be able to communicate effectively with patients/clients who come from varying backgrounds or may have challenging behaviour, learning or physical disabilities or that have just been given the news that their results are positive
- To show empathy and deal sensitively in a sometimes highly emotive atmosphere.
- To take part in regular client satisfaction surveys for both screening and assessment clinics
- To participate fully in the activities of the Breast Care team, such as attending clinical multidisciplinary meetings and contribute their expertise where appropriate.
- To perform daily, weekly and monthly QA tests on the x-ray machines (mobile and static) and ultrasound machines and ensure that results are accurately recorded. To take action as QA lead of any results which are outside of acceptable parameters immediately.
- To monitor and be responsible for updating the NCCPM.

### Extended Role

- To act at all times in accordance with the SoR Code of Professional Conduct.
- Perform x-ray guided stereotactic core biopsies of the breast according to national standards using available x-ray equipment within SaTH.
- Communicate complex and sensitive information to patients and clients in a professional manner, explaining procedures and obtaining consent as necessary.
- Undertake self-evaluating audit of performance and participate in research through attendance at regular cancer audit and weekly MDT meetings.
- To act as a non-medical prescriber for the administration of local anaesthetic.
- Provide all relevant clinical information in completing histological request forms and specimen containers.
- Interpret & diagnose screening mammograms according to national occupational standards, local procedures and protocols.
- Interpret a minimum of 5,000 screening mammograms per year as a film-reader, according to local and national protocols.
- Provide cover for film-reading colleagues' annual leave and during periods of high demand.
- To provide an expert opinion within the remit of the advanced practitioner role.
- Participate in biannual national audit film-reading performance exercises or equivalent and CPD activities.
- Perform regular clinical audits as required to demonstrate departmental performance against national targets, document findings and report back to Consultant Radiologists, Advanced Practitioners and colleagues as appropriate.
- Examine departmental practice in light of current best practice recommendations in order to continually improve the service and the patient experience in line with Clinical Governance.

- Has authority to recall a client to assessment clinic based on own opinion, in line with the Shropshire BSS reporting protocol.
- Participate in regional interval cancer audit to review cancers which have been diagnosed in the interval between screenings and to discuss discordant cases.
- Participate in local and national audit on a regular basis to evaluate and monitor own performance regarding cancer detection rates.
- Participate in research activities as and when necessary.
- Examine departmental practice in light of current best practice recommendations in order to continually improve the service and the patient experience in line with Clinical Governance.
- To be up to date with all current issues in all aspects of Screening and Breast Care and relevant policy development and have a reasonable awareness of other issues related to women's health
- To maintain professional competence to the NHS Breast screening standard by attendance at practical and academic study sessions.
- To maintain technical competence to the NHS Breast screening standard.
- As PACS link for breast imaging, to be the first point of contact for colleagues with PACS-related issues.
- To correct PACS errors where possible in line with Radiology instructions and escalate issues to the main PACS team when necessary.
- To participate in training provided to support the trust PACS system within breast imaging.
- As QA lead, ensuring NCCPM is up to date including all QA and TORMAMs.
- Participate and prepare for any QA visits.

## **2. Organisational Responsibilities**

- Work as part of the breast multidisciplinary team, within agreed radiological, medical, nursing and Trust protocols and guidelines.
- Manage own workload.
- Support junior radiographic, nursing and medical staff to manage their workload.
- As a member of the multidisciplinary team, to share in the responsibility for the provision of a 7 day service that meets the demands of the service.
- Promote and adhere to the principles and practice of clinical governance.
- Demonstrate safe use of equipment and efficient use of resources.

## **3. Systems and Equipment**

**Participate in and facilitate the implementation of:-**

- NICE guidelines, NHSBSP guidance, departmental guidelines and IR(ME)R.
- Assist in the development and implementation of breast care pathways and the expansion of these across the Trust working with individual specialist areas.
- Assist in the development and implementation of specific guidelines, protocols and standards. Contribute to multidisciplinary team guidelines.
- Continue to be proactive in the improvement of the working area by enhancing levels of evidence-based practice and the development of guidelines and protocols to ensure high standards of care are consistently maintained.
- Assist in developments within the Advanced Practice team.



#### **4. Risk Management**

- Contribute to clinical risk management.
- Complete documentation and gather evidence relevant to clinical risk management.
- Anticipate, recognise and prevent situations that may be detrimental to self and the health and wellbeing of patients or staff.
- Adhere to and participate in the implementation of recommendations and guidelines related to Health & Safety at Work, Control of Substances Hazardous to Health legislation and control of infection procedures.
- Implement actions to be taken in event of an emergency.
- Demonstrate correct moving and handling procedures following Trust protocols and guidelines.
- Adhere to Trust and locally agreed policies, guidelines and protocols.
- Promote the concept of clinical governance.

#### **5. Education, Training and Personal Development**

- Undertake statutory and mandatory training as required by the Trust.
- Deliver multidisciplinary team education and presentations.
- Use specialist knowledge to actively participate in the clinical and theoretical education, training and support of nurses and medical staff.
- Teach and support all members of the multi-disciplinary breast team and other staff as appropriate in the clinical setting.
- Keep up to date with IR(ME)R regulations and attend relevant updates.
- Attend relevant conferences within the breast speciality and advanced clinical practice.
- Participate in competency based learning programmes to enable development and enhancement of clinical skills and role.
- Maintain, advance and develop personal theoretical knowledge, high standards of clinical competence and professional development through self-education.
- Evaluate personal achievement of identified and agreed short and long term development objectives from personal development plan.
- Maintain own professional portfolio.
- Assist in developing initiatives on Advanced Practitioner staff development.

#### **8. Research and Audit**

- Actively participate in research and service evaluation.
- Participate in evaluating new equipment.
- Participate in audit, clinical governance and other clinical meetings where the outcomes and recommendations have the potential to improve the quality of care, give case presentations as required.
- Assist on specific audit cycles to enhance the quality of breast screening and symptomatic services.
- Be aware of the results of mandatory audits, amend own practice where necessary and support change in practice of others.
- Identify areas of own clinical practice that require audit.
- Devise audit tools, analyse data, write report and present findings to the multidisciplinary team. Complete audit cycle by implementing change in clinical practice as required and re-auditing.

## **9. Decisions, judgements and freedom to act**

- Accountable for own professional actions, undertaking all duties in accordance with the College of Radiographers, HCPC, departmental and Trust guidelines and protocols.
- Adhere to Trust protocols and codes of conduct.
- Use independent judgment to assess, investigate, diagnose, plan, implement, manage, and evaluate in the management of breast patients.
- Consult with imaging and surgical colleagues when appropriate to ensure the safe management of breast patients.

## **10. Communication and Relationships**

- Promote, explain and clarify the role of the ACP to the patient, family, carers and multidisciplinary to enhance understanding of the scope of their professional practice.
- Discuss highly complex medical issues appropriately with the patient family/carers using language that aids understanding.
- Able to effectively communicate with ACP team members, nurses, doctors and other health professionals when discussing emotive, ethical and difficult issues at both personal and professional levels.
- Negotiate sensitively with patient's family/carers where consent is required for treatment that is vital for the welfare and survival of the patient and where there may be barriers to understanding through fear, anxiety or lack of knowledge, language difficulties or religious beliefs.
- Discuss implications of care options with patients and family/ carers to enable them to make informed decisions using assertiveness, tact, diplomacy and compassion.
- Communicate sensitively with families who have received bad/sad news.
- Initiate and maintain effective communications with members of the multidisciplinary team to promote the welfare and safety of patients and carers, in accordance with child and adult safeguarding Trust policy.
- Behave in a consistent professional manner with patients, family/ carers, multidisciplinary team members, management and the public.
- Write precise, accurate and timely records, letters and statements in accordance with the Data Protection Act and Trust Policy.
- Listen actively and respond appropriately to verbal information given.
- Present and review complex case histories, summarise and formulate management plans.
- Recognise when own and others behavior is not acceptable and initiate appropriate action.
- Provide constructive feedback to others within the peer group and multidisciplinary team.
- Proficiency in IT skills for completing clinical records, using clinical management programmes and occasional presentations.
- Act as advocate for patients and offer support to families/carers.
- Improve and maintain good communication between all members of the team, ensuring appropriate referrals and liaison with relevant personnel

## **11. Competences**

- The post holder is required to participate in the Trust appraisal process and work towards meeting identified development needs.
- The post holder is required to demonstrate on-going continuous professional development.

## 12. Working Conditions - Physical, Mental and Emotional Demands

- Use of bulky x-ray equipment
- VDU exposure/repetitive nature of work.
- Exposure to processing chemicals/fumes
- Transport of equipment to and from the Main department.
- Extended practice activities require frequent intense periods of concentration.
  - To work to a very strict and demanding timetable in line with NHSBSP standards, with very little flexibility to vary pace of work. Appointment schedule has to be adhered to because of physical space on mobile units and volume of activity.
  - Required to offer support empathy and understanding to ladies undergoing investigative diagnostic procedures.
  - Required to offer support empathy and understanding to the lady after test results are given.



## 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"> <li>• Current Health and Care Professional Council (HCPC) registration</li> <li>• BSc Radiography or equivalent</li> <li>• Postgraduate Award in Mammography or equivalent qualification for Breast Screening</li> </ul>	<ul style="list-style-type: none"> <li>• Postgraduate award and/either/or Interventional/Film reading</li> </ul>

# EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Proven relevant experience in NHSBSP</li> <li>• Experience as a Radiographer</li> <li>• Demonstrate evidence of CPD</li> <li>• Demonstrate knowledge of current equipment and techniques</li> <li>• Demonstrate knowledge of QA</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate knowledge and understanding of current NHSBSP issues</li> <li>• Demonstrate knowledge of current issues in Women's health.</li> </ul>

# SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Excellent interpersonal skills</li> <li>• Able to work to strict time schedule.</li> <li>• Self-audit performance against national standards</li> <li>• Must be able to deputise in the absence of the Superintendents</li> <li>• Must demonstrate effective verbal and non-verbal communication skills during interviews, chairing staff meetings, huddles</li> <li>• Comprehensive computer skills.</li> <li>• To supervise the work performance of students/staff.</li> <li>• Delegates duties appropriately and effectively.</li> <li>• Must demonstrate ability to solve problems</li> </ul>	

# OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Must demonstrate good leadership qualities</li> <li>• High level of personal motivation</li> <li>• Confident approach and ability to inspire confidence</li> <li>• To participate in research and audit activities</li> </ul>	

# 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.

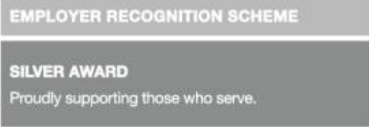
The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

# 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.





## The Royal Shrewsbury Hospital

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Minicom: 01743 261213

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The Royal Shrewsbury Hospital

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Shrewsbury

SY3 8XQ

[Getting to The Royal Shrewsbury Hospital](#)

## The Princess Royal Hospital

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Minicom: 01952 641222 Ext: 4995

Address:

The Princess Royal Hospital

Apley Castle

Telford

TF1 6TF

[Getting to The Princess Royal Hospital](#)