



LEAD PHYSIOLOGIST FOR RESPIRATORY AND SLEEP SERVICES

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.

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	Lead Physiologist for Respiratory and Sleep Services
Band	8a
Directorate	Medicine and Emergency Care
Accountable to	Cardiorespiratory Departmental Manager
DBS Required?	Yes- Enhanced

JOB OVERVIEW

To support the Cardiorespiratory Departmental Manager, Centre and Operational Managers and the Clinical Director for Cardiology in the operational management and delivery of all Respiratory and sleep services, being an integral part of the core management team for the department.

As a highly experienced cardiac physiologist with advanced Respiratory and sleep skills and expert knowledge, the postholder will be responsible for the delivery of Respiratory and sleep service within the cardiorespiratory department. All work will be to a high standard in line with the Association for Respiratory Technology and Physiology (ARTP), and HCPC or AHCS/RCCP code of conduct and registration.

The post-holder will work across Shrewsbury and Telford Hospital Trust (SaTH) at both Shrewsbury Royal Hospital (RSH) and Princess Royal Hospital (PRH). They will also support diagnostic work performed at the Community Diagnostic Centre at Hollinswood House. They will be responsible for the day-to-day management of the Respiratory Physiology service and ensuring the department can achieve the outputs required of the service / the delivery of all targets.

Key Roles

- Responsible for overseeing the management of technical resources efficiently and effectively, ensuring the smooth running of a quality service to all patients.
- Management and planning of the further development of respiratory, oxygen and sleep services across the Trust.
- Responsible for the quality of the respiratory and sleep service provision, including audit, research, and development, procurement and quality assurance of all equipment.
- Responsible for ensuring effective resource and HR management across the services ensuring appropriate capacity to meet clinical demand, with a focus on inpatient flow.
- Responsible for staff recruitment and development; student and trainee teaching and assessments including provision of relevant training to junior doctors. To motivate and inspire junior staff to develop their skills and qualifications.
- To ensure that high quality cardiac devices services are delivered to nationally agreed standards.
- To ensure all necessary training and support is provided for Respiratory Physiologists and Associate Practitioners at all levels as required.
- The post holder will be able to agree an individual job plan, but it is envisaged that they will work clinically in their given profession a minimum of 50% of the time.

Main Duties:

Clinical / Technical

- To assist the Cardiorespiratory Departmental Manager, Centre and Operational Manager and Clinical Director, in setting local technical standards.
- To carry out all techniques as an unsupervised independent practitioner.
- To work independently at higher specialist level in Respiratory Physiology having appropriate accreditation.
- To take a leading role in the development and delivery of physiologist led respiratory services in SaTH sessions, with scope for further development in the future.
- The post-holder will provide highly specialist professional expertise to all staff members within and outside of cardio-respiratory as required.
- To provide reassurance to patients as appropriate.
- To deliver appropriate and individualised patient care at all times.
- To provide cross-cover within areas of the technical services, as the needs of the service dictate.
- The post-holder will analyse complex information that may be technical and / or clinical, using best current scientific opinion, to interpret data and make autonomous decisions on how best to act.
- To promote a multi-disciplinary approach to Respiratory care in SaTH, recognising, utilising and valuing the expertise of other disciplines.

- To actively develop and contribute to relevant programs of audit, raising the profile and enhancing the contribution of Physiologists as a whole to this process.
- To hold a current ILS or ALS certificate, leading and participating in cardiac arrest where required as part of a multi-disciplinary team.
- To respond promptly to emergencies.
- To ensure that all staff interpret test results in line with local and National standards.
- To ensure progression regulatory and accreditation requirements are maintained.
- To liaise with external and internal support networks for the various database systems used within the department such as CRIS and Hoxam.

Management

- In conjunction with the Cardiorespiratory Departmental Manager, Centre and Operational Manager and Clinical Director demonstrate clear leadership of the department, implementing comprehensible policies and protocols to support this.
- Promote collaborative working relationships with effective communication between all members of the multi-disciplinary team.
- To liaise with other healthcare professionals, Department of Health agencies and Trust management to ensure efficient delivery of services.
- Ensure the Department has robust governance and audit procedures in place.
- To take responsibility for staff appraisals and performance management (both technical and sickness related).
- To uphold local policies to ensure the best use of available resources in terms of staff, equipment and consumables within the agreed budget to provide a cost-effective, high-quality service.
- To work with all members of the team to ensure an efficient use of resources manpower, space, and equipment.
- To maintain optimal stock levels to meet service needs at all times.
- To establish and maintain effective communication with all members of the multidisciplinary team.
- Development of service improvements and implementation of changes as required.
- Be proactive in contributing and/or leading on applicable policy development/review in line with national guidelines, departmental vision and Trust strategic goals.
- To lead / attend Departmental / Trust and external meetings appropriate to the role.
- The post-holder must carry out their duties with due regard to the Trust's Human Resources Policy, Standing Financial Instructions, and other relevant policies of the Trust.
- The post holder must observe the rules, policies, and procedures of SaTH and promote them within the department.
- Support Trust's Digital Improvement Programme and participate in ensuring that the Respiratory & Sleep service is represented as part of this.

Planning and Organisational

- In conjunction with Cardiorespiratory Departmental Manager perform complex workforce reviews and analysis to ensure appropriate staffing levels are maintained.
- Prioritise and organise the clinical of Respiratory and Sleep team; this includes the planning and organisation of expected and acute workload.
- Use discretion to re-adjust plans as the clinical situation/needs of the patient changes.
- Daily prioritisation and/or delegation of a list of work-related tasks.

Human Resources

- Manage Respiratory and Sleep staff to ensure needs of service met.
- Ensure the capability, conduct and performance of every member of staff are constantly assessed and appropriate action taken to address shortfalls and to ensure that sickness absence, turnover, reduction in overtime/bank staff and/or agency staff usage at, or lower than the Trust targets.
- Ensure that performance planning and development reviews are completed for all staff in accordance with Trust policy and Trust targets and that personal development plans are developed for each member of staff and that training is facilitated.
- To take responsibility for staff appraisals and performance management (both technical and sickness related).
- To maintain satisfactory personal performance and quality standards and to achieve, where possible, objectives agreed in the Staff Appraisal system.
- To ensure their own and all departmental staff maintain professional regulatory and accreditation requirements.

Financial and Physical Resources

- Responsible for the day-to-day security of expensive equipment and consumables.
- Responsible for evaluating capital and consumable equipment prior to purchase to ensure the equipment fulfils both service requirements and budget restrictions.
- To take an active role in ensuring the procurement and maintenance of respiratory and other equipment used within the service and in line with IPC and Trust Policy.
- To maintain optimal stock levels to meet service needs at all times.
- Order and receipt goods in accordance with Trusts Financial Framework.
- Be responsible for the Respiratory and Sleep Service budget and Trust funds demonstrating effective deployment of resources.

Research and Service Development

- Responsible for service evaluations and clinical audit of their services.
- Ensure the Department has robust governance and audit procedures in place.

- Responsible for ensuring quality assurance activities are undertaken and outcomes implemented.
- Identify and implement opportunities to develop research studies across their service.
- Develop and implement clinical pathways and protocols to ensure procedures are undertaken in line with changing understanding and per national guidance.

Communication

- To ensure that all staff maintain accurate/legible patient records.
- Communication skills may be required in a wide range of situations, including provision of presentations and / or training to large / small staff groups, including other physiologist, nursing and medical staff.
- To communicate relevant Trust-wide changes with the team as required.
- To provide feedback to higher levels of management about the needs / requirements of the Department in order to implement changes / service development.

Educational

- To maintain full conversance with current training curricula and Modernising Scientific Careers program.
- To actively participate in maintaining professional development, identifying educational and clinical training needs for all staff in the department in conjunction with the Centre and Operational Manger and Clinical Director.
- To ensure professional regulatory and accreditation requirements are maintained.
- To provide training in Respiratory and Sleep to staff from other disciplines, including medical staff, as required.
- Support, develop, mentor and assess trainees/students including provision of relevant training to junior doctors.
- Motivate and inspire junior staff to develop their skills and qualifications.
- To ensure Mandatory training certificates are current and appraisals of staff are completed in line with Trust guidelines.

Working Conditions

- Management of a large and diverse group of staff across two sites.
- Frequent contact with emotionally challenging conditions with critically ill patients and be able to deal with patient fatality during investigation and treatment.
- A percentage of patients have some degree of Respiratory Failure and often are symptomatic requiring care. Other patients are either elderly or acutely ill - the physical demands upon the Respiratory Physiologist are a feature of everyday working practice.
- Understanding of hazards posed by blood products and bodily fluids.
- Needlestick and sharps related injuries.

- Infectious patients and risk of cross-contamination.
- Hazardous agents used within technical cardiology.
- Contact with aggressive patients / visitors / staff (verbal and physical).
- Transportation of equipment around the hospital for ward-based studies.
- Transportation of patients around hospital before / after procedures.
- Moving patients between chairs and beds for various tests / procedures.
- Working in darkened environment in a restricted / difficult position.



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"> • Appropriate clinical physiology Bsc level qualification or equivalent. • RCCP / HCPC registered. • ARTP part I and II examination or equivalent. 	<ul style="list-style-type: none"> • Training/assessor qualification. • Management and Leadership qualification.

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Highly specialist expertise, underpinned by theory and experience. • Knowledge and significant experience of a broad range of routine and advanced respiratory physiology procedures. • Clinical experience to include LTOT, CPET, NIV, CPAP, Pulmonary Function. • Knowledge of highly specialist procedures acquired through accredited courses. • Experience with planning and implementing change in a service including contributing toward local and national policies. • Experience of organising rotas, managing sickness, booking annual leave, and undertaking appraisals. • Experience with personnel management including Recruitment and selection. • Leadership and motivational skills. Able to work in a team or autonomously, managing one's own workload with the ability to prioritise and meet deadlines. • Experience in developing clinical and operational protocols. • Provides clinical testing service -Can undertake the full range of routine, advanced and highly specialist respiratory physiological investigations. • Experience of developing service plans, business cases and cost improvement plans. 	<ul style="list-style-type: none"> • Understanding of budget setting and expenditure review. • Experience with governance, QA and/or complaint management. • Ability to manage and lead team in emergency situations. • Ability to engage the team and develop changes in working practices including research and audit. • IT competency.

<ul style="list-style-type: none"> • Experience working in a deputy role within a respiratory physiology department and can lead in aspects of the laboratory service in the absence of the head of service. • Evidence of communicating specialist information to key stakeholders including clinicians. • Evidence of leading clinical research and audit. • Experience of procuring specialist test equipment. • Evidence to demonstrate continual professional development. • An awareness of a wide range of patient conditions. • Excellent interpersonal skills. • Ability to work as part of a large multidisciplinary team. • Ability to be adaptive and autonomous in an ever-changing clinical environment. • Knowledge of patient pathways for the diagnosis and management of respiratory disease. • Act as a role model. Specifically, regarding respecting patient’s customs, values, spiritual beliefs, equality and diversity, confidentiality (information governance), health and safety and infection prevention. • Ability to teach highly specialist test theories and techniques to post graduate level student physiologists and medical students. 	
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SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none">• Excellent communication and interpersonal skills. Possible unpleasant interactions with patients/carers when under high levels of stress or anxiety - for example unknown diagnosis, ? Lung cancer, palliative care.• Experience working in a mentor role for junior staff and student practitioners.• Provides and receives complex information where tact and persuasive skills are required. Has experience communicating when there are barriers to understanding. Can communicate technical and clinical information to colleagues and to patients/carers who may have physical or learning disabilities.•	

SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Communicates complex test instructions that require maximal patient effort and provides adequate motivation to achieve accurate results. • Communicates/discussion on diagnostic findings of sleep diagnostics and the possible impact on driving and the DVLA. Provides detailed instructions on CPAP during initiation of treatment. • Can extract detailed clinical history, current medication and symptoms from patients undergoing diagnostic tests. Checks for contra-indications (relative and absolute). • Obtain a history when screening for obstructive sleep apnoea. • Obtain consent. • Can communicate importance of test results and accuracy for example pre-operative testing and the possible impact of poorly performed tests. 	

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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[Getting to The Royal Shrewsbury Hospital](#)

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