

JOB DESCRIPTION

AGENDA FOR CHANGE: JOB DESCRIPTION

Post title:	Principal clinical scientist
Directorate/department:	Pathology/ Wessex Genomics Laboratory Service (Salisbury)
	Div B
Agenda for Change band:	Band 8a
Accountable to:	Lead Consultant Clinical Scientist/ Head of Service
Accountable for:	Clinical Scientists, BMS, BSW , HCS Practitioners, Associate Practitioners
Main purpose:	<ol style="list-style-type: none"> 1. With specialist knowledge, provide a high quality clinical diagnostic service on diagnoses and treatment of patients to medical staff within the Trust, Primary Care and external referrals from other Trusts, by the analysis, interpretation and reporting of clinical results. 2. To provide expert analytical and advisory service nationally, on request. 3. To co-ordinate and initiate Development and Research as a major job role. 4. As a Principal Clinical Scientist oversee the quality of service, make decisions and implement policies. 5. To train staff to ensure compliance with professional standards. 6. To perform local, regional and national audits and implement their findings. 7. To liaise regularly with clinical users to ensure provision of a high quality diagnostic service to achieve improved clinical governance. 8. To supervise Scientist Training Programme staff on appropriate training programmes, Specialist Registrars in training for the FRCPath and Biomedical Scientists.
Key working relationships:	Clinical Scientists, staff on the Scientist Training Programme, Lab manager, Quality lead, Biomedical scientists, Healthcare science practitioners, Biomedical support workers, Pathology Management, Clinical users, C&S GLH colleagues, University staff
General duties:	<p>Clinical</p> <ol style="list-style-type: none"> 1. To be responsible for the day to day selection, performance and interpretation of abnormal results including highly specialist diagnostic tests and to identify and troubleshoot issues to maintain the quality of the diagnostic service. 2. To analyse, interpret, report and validate patient results, adding comments in view of other available clinical data. 3. To independently discuss and advise clinicians on the complex interpretation of results. e.g. advise on differential diagnoses, monitoring and test requesting. 4. To determine the clinical priority for urgent tests, clinical implications of abnormal results and recommendations on further tests and referrals, in order to provide appropriate advice and result interpretation

AGENDA FOR CHANGE: JOB DESCRIPTION

contributing to patient care, determining the best course of action in complex cases.

5. To be responsible for organising and planning sections workload to meet service and patient needs, readjusting plans as situations change/arise.
6. To be responsible for preparing spreadsheets and databases for analysing clinical data for case review meetings with other multidisciplinary Medical staff.
7. To write clinical guidelines and policies for the Department and other specialities

Managerial

1. As a Principal Clinical Scientist contribute to the development, integration and management of the Wessex Genomics Laboratory discipline within Pathology.
2. To oversee the quality of the relevant area of the department and ensure all the protocols/procedures are followed and all the work correctly documented/recorded. To participate in relevant national external quality control assessment schemes (NEQAS) and present the data at laboratory meetings.
3. Contribute to departmental lab meetings to ensure clinical governance issues are addressed and taken to the pathology steering group meetings.
4. Ensure good communication and efficient performance within the department by actively participating in regular operational meetings.
5. To provide clinical leadership and supervise members of staff including Clinical Scientists, STPs, Biomedical Scientists, Healthcare Science Practitioners, Medical Laboratory Assistants, research staff and medical and science students in the clinical relevance of tests, specimen requirements and clinical authorisation.
6. To be responsible for implementation of National, Trust and Departmental policies within the Department. Responsible for producing local and regional policies within broad professional and NHS guidelines, which will lead to changes in working practice for the Department and result in improved performance.
7. To maintain a high personal standard of professional practice and behaviour to meet the required professional standards (e.g. HCPC, UKAS) and encourage others within the team and under your supervision to do likewise.

AGENDA FOR CHANGE: JOB DESCRIPTION

JOB DESCRIPTION

8. To be responsible for prioritising the clinical activities and workloads of the relevant area of the department, to plan and organise this efficiently with regard to patient management and use of time.
9. To ensure that the IT system is appropriate for the needs of the Department for data entry, spreadsheets and report writing.
10. To recognise the opportunities to plan and initiate cost improvements and income generation schemes via audits.
11. To interpret national and international relevant policies for disease testing and standardise validation practise in the department.
12. To contribute to the annual appraisals of the STPs, clinical scientists within the department
13. To be involved in the recruitment, selection and interviewing of trainees to the national STP programme in Genomics and other associated disciplines.

Scientific

1. To be able to develop and perform novel or complex analyses for routine or specialist investigation requiring highly developed physical skills where accuracy is important. To ensure that others in the Department are fully trained in their use.
2. To be responsible for the safe use of complex and expensive equipment e.g Genetic analyser, PCR machines
3. To disseminate highly complex scientific knowledge gained through private study and research and development projects by peer reviewed publications and presenting to large groups at local and national meetings.
4. To be responsible for quality assurance of the routine and specialised tests within the Department, including external assessment and internal monitoring and taking corrective action where the need is identified.
5. To initiate, participate in and supervise local and national audits within the Department, to achieve improved clinical governance. Attend relevant national audit meetings.
6. To possess the I.T. skills required for:
 - a. Microsoft Office for report writing, audit and data management and presentations e.g. word-processing, spreadsheets development, PowerPoint.
 - b. Statistical packages for analysing scientific and clinical data.
 - c. Laboratory computer system for entering, retrieving, and validating results.

- d. Online databases and decision support tools for literature searches and complex sequence analysis and interpretation
- e. Sequence databases, NGS pipelines

Research and Development

1. To supervise and co-ordinate the programme of Research and Development and audits undertaken within the Section. To ensure that opportunities that present are taken up, where necessary delegating projects to others in the Section, ensuring involvement and co-operation of clinical colleagues from other disciplines where appropriate.
2. To negotiate funding from external as well as internal sources and to prepare and co-ordinate project plans to obtain ethical approval and ensure that expenditure is properly accounted for within the section.
3. To be responsible for all laboratory aspects and reporting of appropriate results as needed for clinical trials performed within the section.
4. To ensure that all outcomes from recognised programmes of research & development for service improvements are placed in the public domain by publication and presentation at relevant local, national and international conferences and supervised higher degrees are submitted within appropriate timeframes.
5. To keep up to date with new developments by regular reviews of the literature.

Training

1. To maintain highly specialised knowledge by private study, attending relevant courses and meetings and document this in a continued professional development (CPD) portfolio.
2. To prepare and give presentations on a regular basis and participate regularly in multidisciplinary Clinical Case reviews, Departmental/Trust meetings and scientific seminars.
3. To supervise the postgraduate projects of Clinical Scientist trainees, BMS and medical staff. These include BSc, MSc, intercalated BSc, fourth year medical student research projects and undergraduate students.
4. To participate in the training of relevant staff within the Department and ensure the training is documented and reviewed. Help plan the training of STP students rotating through the department.
5. To undergo an annual appraisal with the appropriate line manager.

AGENDA FOR CHANGE: JOB DESCRIPTION

	<p>6. To undertake appropriate further study for higher academic and/or professional qualifications, as part of the process of continuing professional development i.e. PhD/FRCPath.</p> <p>FRCPath</p> <p>FRCPath is a qualification that requires competency in a pathology discipline to be demonstrated through written examination papers, a practical examination, an extensive research project and a viva voce. Those who hold FRCPath have demonstrated their ability to provide specialist opinion at consultant, or consultant-equivalent level in that discipline and have developed the appropriate management skills to lead a department if required. They will be able to provide a competent, effective service so the maximum benefit may be gained for patient care.</p>
--	--

AGENDA FOR CHANGE: JOB DESCRIPTION

IMPORTANT ADDITIONAL INFORMATION RELATING TO YOUR EMPLOYMENT

<p>Duty of care</p>	<p>You are responsible for ensuring that the patient, family and carers are at the centre of everything you do.</p> <p>Be open, honest, and willing to acknowledge when something has gone wrong. Make timely apologies and take action to report incidents, including near misses; to ensure that as an organisation we learn.</p> <p>You should continuously seek to reduce harm by speaking up to managers and leaders if you believe that a lack of skills, knowledge, or resources place patients at a risk of harm or if your concerns are not being listened to. Managers and leaders must listen to others when they raise concerns and take action.</p> <p>Wholeheartedly commit to learning about safety, continually striving to improve excellent care. Develop your own ability to detect and correct defects.</p>
<p>NHS standards of business conduct and professional registration</p>	<p>All employees must abide by the guidance set out in the NHS Code of Conduct and Standard Business Conduct for NHS Staff (HSG 93/5), as amended or replaced from time to time. Managers must also comply with the NHS Code of Conduct for Managers.</p> <p>All clinical professionally regulated staff must abide by the codes of conduct issued by their respective regulatory bodies (e.g. NMC, GMC, HPC) and ensure that they maintain updated registration as required by the role.</p>
<p>Living our values every day</p>	<p>All staff are expected to strive to make the Trust values ‘what we do’ – to inspire, develop and support every one of us to live our values; every patient, every colleague, every day.</p> <p>Each post holder is expected to ensure they live the values of:</p> <ol style="list-style-type: none"> 1. Patients First 2. Always Improving 3. Working Together <p>These values are about us all helping each other to deliver great patient experience more consistently – involving people who use our services, their families, carers, staff and partners in continuing to improve the experience people have using and delivering our services</p>
<p>Health and safety:</p>	<p>Staff are reminded of their responsibility to take care of their own personal safety and others whilst at work. In addition, no person shall interfere with, or misuse anything provided in the interests of health, safety and welfare</p>
<p>Infection prevention and decontamination of equipment:</p>	<p>All staff are reminded of their responsibility to adhere to Trust and departmental infection prevention policies, including policies for the cleaning and decontamination of equipment, in order to protect their own health and that of other employees, visitors and patients.</p>
<p>Child protection/safeguarding</p>	<p>All staff providing services to patients and children are reminded of their responsibility to adhere to Trust and departmental child protection and safeguarding policies including employment checks.</p>
<p>Confidentiality</p>	<p>All employees of University Hospital Southampton NHS Foundation Trust are reminded of the need to treat all information, particularly clinical and management information, as confidential.</p> <p>Any employee who wilfully disregards Trust and departmental policies may be liable to serious disciplinary action including dismissal.</p>

JOB DESCRIPTION

AGENDA FOR CHANGE: JOB DESCRIPTION

	This job description will be reviewed yearly as part of the annual appraisal, to ensure that it reflects the responsibilities of the post. No changes will be made without full consultation with the postholder.
Mental Capacity Act 2005	All Staff are required to ensure knowledge regarding the Mental Capacity Act 2005 (MCA) at a level deemed essential for their role. The level of training required will be specified to members of staff and is dependent on their role. It is important that staff understand and comply with local policies and procedures relating to MCA to ensure the Trust can act in an individual's best interest when providing care. This helps to ensure ongoing adherence to our legal obligations and ensuring we put the needs of our patients first.
Sustainability	Staff are reminded of their responsibility to take care of the resources used whilst at work. These include careful use of energy and water; for example, ensuring unnecessary equipment is turned off when not in use. Waste needs to be segregated properly. UHS policies and strategies for sustainability should be followed whilst undertaking daily duties. We encourage staff to be involved with sustainability at work, through participation in the Green Guardians network.
Last updated	22 March 2023 24 May 2023