

ALDER HEY CHILDREN'S NHS FOUNDATION TRUST

JOB DESCRIPTION

Post:	Audiologist
Band:	7
Hours:	37.5
Accountable to:	Service Manager
Reports to:	Audiology Manager

Responsible for:

This post is suitable for an experienced Paediatric audiologist, able to work autonomously and as part of the Audiology Team. The successful applicant will be able to provide a comprehensive range of Audiology services at Alder Hey and in satellite Centres across Merseyside and beyond for children from birth to 19 years.

Liases with:

Patients, Families, Advanced ENT Nurse Practitioner, Lead Nurse, Consultant and Medical teams, BME, Service Managers, Clinic Ward teams, Pathway coordinators, Ancillary staff, Community teams, Risk Management, Research and Audit department, GP's, Clinical teams in Alder Hey, other hospitals and Clinics.

Main Duties and Responsibilities:

The post entails working as part of a multidisciplinary team providing highly specialised audiological services, including advanced and complex assessment and rehabilitation of hearing impaired children. It involves working with the Consultant Audio-Vestibular Physicians in Audiology.

The post holder will be responsible for the supervision and training of students, including undergraduate and post graduate Audiology Students.

ADDITIONAL REQUIREMENTS AND RESPONSIBILITIES (detail below)

Clinical/Scientific and Technical

- Carry out Otoscopy following BSA recommended procedures.
- Identify children with atypical or abnormal ear conditions and refer on as appropriate.
- Identify any contraindications for any further procedures e.g. tympanometry and impressions.
- Take accurate and safe impressions of the ear following BSA recommended procedures for babies and children.
- Diagnose, manage and rehabilitate children with hearing impairment using a wide range of advanced and complex audiological and Vestibular procedures.
- To be able to modify, when appropriate, diagnostic audiological assessment for children from birth to 19 years and those with a range of syndromes, additional needs, challenging behavior, in order to obtain reliable information about hearing and manage accordingly.
- Apply specialised clinical knowledge to interpret and analyse test results, in order to devise an appropriate strategy and implement an individual patient management plan.
- Complete audiological testing of babies that are referred following their newborn hearing screen, using Oto-acoustic emissions (TEOAEs).
- Assist in performing Diagnostic Auditory Brainstem Response (ABR) testing for babies from the Newborn Hearing Screening programme.
- Lead the pre-school Tier 3 clinics for the assessment, diagnosis and management of pre-school children in Alder Hey and community clinics, using the following test techniques; Visual re-enforcement audiometry (VRA), Infant Distraction testing, Performance testing, Speech testing, Testing of middle ear muscle reflex (MEMR) using tympanometry, TEOAE's, DPOAE and growth studies.
- Responsibility for assessment and management of children receiving ototoxic treatment. Liason with the Oncology and Respiratory teams to discuss individual management plans.

- Produce accurate and detailed clinical reports to be used as an aid to diagnosis and future patient management.
- Responsibility to deliver, develop and evaluate the Bone Conduction Hearing Devices Programme, in collaboration with Senior staff and ENT assessing and managing children as appropriate.
- Arrange / advise referral to other professionals for treatment / management when required e.g. referral to ENT nurse or GP for treatment of an infection.
- Order ear moulds and hearing aid consumables using Trust ordering system. Ensure stock levels for the department are maintained at the required level to offer an efficient patient service.
- Carry out comprehensive hearing aid repair sessions.
- To be able to select, fit, verify and evaluate a range of NHS digital hearing aids, including BTE and open fit, CROS/BICROS and bone conduction aids and to provide appropriate care and review.
- Complete follow up reviews of existing hearing aid users and derive satisfactory outcome measures using speech testing and appropriate questionnaires.
- Carry out routine maintenance and calibration checks on audiological equipment, reporting faults and arranging for repair when necessary.
- Update national eSP/S4H database with results of hearing tests following referral from neonatal hearing screening team.
- Responsibility for triaging referrals and prioritizing based on clinical need. Oversee the School entry screen Programme, and support implementation of the follow-up programme.
- Responsibility for implementing and delivering Audiological Services in North Sefton in conjunction with the Head of Service.

Communication

- Ability to explain to children what they are required to do when performing hearing tests, using appropriate language. Able to use tact and persuasion where barriers to understanding exist, e.g. very young children and children with learning difficulties, or with an uncooperative child.

- Communicate effectively with Deaf and hard of hearing individuals, carers and children of all ages. Able to communicate complex technical and sensitive information in a meaningful manner, adapting instructions and tests to children of different ages and special needs.
- Demonstrate reassurance and persuasive skills to gain a child's confidence for invasive procedures e.g. impressions.
- Demonstrate sensitivity and awareness when 'Sharing the News' with children, parents and families e.g. sudden hearing loss or deterioration of existing hearing loss.
- Conduct reviews of Children fitted with hearing aids using trained interview skill and appropriate counselling skills/questionnaires to enable good outcome measures.
- Communicate with other Professionals and Teachers of the Deaf to ensure effective multi-disciplinary working, either verbally or through written reports.

Professional

- Active participant in Departmental and Trust research and audit projects involving children with hearing loss.
- Maintain strict confidentiality at all times and follow Trust and Departmental Policies.
- Adhere to BSA guidelines and Departmental protocols and maintain professional standards. Contribute to the development and adherence of clinical protocols.
- To initiate and develop plans for the improvement of the Audiological Service with adherence to IQIPS standards and criteria, in conjunction with team members and Head of Service.
- Work in accordance with the Health and Safety at Work Act and be responsible for own safety and that of colleagues, patients and families.
- Ensure continuing professional development. Develop and maintain the skills and knowledge required to perform paediatric testing. Implement evidence based practice and new recommended procedures following appropriate training.
- To maintain registration with the RCCP or relevant Professional body.

- Contribute to professional and departmental meetings and take minutes when required.

Information and Data Responsibility

- Maintain thorough data and record-keeping of patient sessions. Ensure appropriate archiving of data onto computer record systems.
- Maintain systems to monitor documentation including recording and storing all relevant information ensuring it is securely held and can be accessed easily.

Training and Teaching

- Liaise with HEI and Practice Education Facilitators (PEF) to co-ordinate student placements and timetables.
- Carry out training and supervision of degree students and junior members of staff. Assess student's clinical competencies both practically and verbally and sign off achieved targets in the student logbook.
- Develop learning targets with the students/ junior colleagues to help them to fulfil their learning objectives.
- To supervise and develop Junior members of staff.
- Complete tutorial sessions with the students with relevant feedback regarding progress.

Research and Development

- Actively participate in Departmental research as required.
- Carry out regular audits of agreed elements of the Service, including user satisfaction.
- Promote a learning environment within the Team to develop staff and improve the Service.
- Attend regular team meetings.

Planning and Organisational Skills

- Maintain own workload and assist in planning workload for junior staff. Plan day to day duties and routine clinics. Ensure reviews and follow up appointments are booked within recommended time periods.
- Organise testing and hearing aid management in outreach clinics and schools, ensuring all necessary portable equipment and consumables are available and functioning.
- Collaborate with Audiology Manager to ensure an efficient and effective service.

GENERAL

Full driving licence is required for this role.

Alder Hey NHS Trust is committed to supporting all staff to balance work and other life needs. This is the responsibility of all employees and will be achieved by consultation, open communication and involvement of all team members.

Alder Hey NHS Trust is committed to achieving equal opportunities in employment. All employees are expected to observe this policy in their behaviour to the public and fellow employees.

All individuals will have some risk management responsibilities with which you are required to comply, for details of your responsibilities please refer to the current risk management strategy which is available on the intranet and in local strategies folder

Values Based Behaviors

Respect:	We show that we value every individual for who they are and their contribution
Excellence:	We pride ourselves on the quality of our care, going the extra mile to make Alder Hey a safe and special place for children and their families
Innovation:	We are committed to continually improving for the benefit of our patients
Together :	We work across the Alder Hey community in teams that are built on friendship, dedication, care and reassurance
Openness:	We are open and honest and engage everyone we meet with a smile

PERSON SPECIFICATION

Senior Audiologist

	ESSENTIAL	DESIRABLE
Education and Training	<input type="checkbox"/> BSc Hons audiology <input type="checkbox"/> MSc Audiology or equivalent <input type="checkbox"/> British Association of Audiologists (BAAT) – professional exams parts I and II <input type="checkbox"/> BTEC in medical Physics and Physiological Measurements (MPPM) <input type="checkbox"/> Professional Registration with appropriate body (RCCP state registration) <input type="checkbox"/> Mentorship qualification (MSLAP or equivalent)	
Experience of...	<input type="checkbox"/> Significant post qualification experience in an NHS Paediatric Audiology service <input type="checkbox"/> Experience of fitting verifying and evaluating a range of hearing aids for children and completing individual management plans <input type="checkbox"/> Experience of fitting and evaluating bone conduction Devices in children <input type="checkbox"/> Experience in a wide range of advanced paediatric diagnostic tests and rehabilitation tools <input type="checkbox"/> Competent in leading clinics and developing appropriate management plans <input type="checkbox"/> Interest and aptitude for Research and development <input type="checkbox"/> Experience of training and development of junior members of staff, and BSc and MSc university students on clinical placement	<input type="checkbox"/> Knowledge of British Sign language Desirable

<p>Knowledge of ...</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Evidence of continuous personal development via post Graduate Audiology Courses <input type="checkbox"/> Excellent skills in using audiological equipment and computer programmes associated with them <input type="checkbox"/> Excellent communication skills both written and verbal, enabling the post holder to communicate with professionals, carers and children and those who have communication difficulties <input type="checkbox"/> Ability to keep accurate and legible patient records and statistical information <input type="checkbox"/> Evidence of knowledge of current trends within clinical speciality <input type="checkbox"/> Ability to supervise junior members of staff <input type="checkbox"/> Evidence of leadership skills 	
<p>Skills</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Current driving licence <input type="checkbox"/> Access to vehicle to use for business purposes <input type="checkbox"/> Health cleared by Occupational Health to carry out the full range of the duties of the post 	
<p>Personal Attributes</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Proven ability to compliment the dynamics of the existing team <input type="checkbox"/> Demonstrate a sound understanding of Clinical Governance <input type="checkbox"/> Ability to maintain strict patient confidentiality 	

Mandatory Statements

1. As an organisation which uses the Disclosure and Barring Service (DBS) Disclosure service, the Trust complies fully with the DBS Code of Practice and undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed. We meet the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all job applicants will be subject to a criminal record check from the Disclosure and Barring Service before an appointment is confirmed. This will include details of convictions cautions and reprimands, as well as 'spent' and 'unspent' convictions. A criminal record will not necessarily be a bar to obtaining a position. A decision will be made depending on the nature of the position and the circumstances and background of the offences.
2. The Trust is pro-diversity and anti-discrimination. Trust policies prohibit discrimination, victimisation, bullying or harassment. The Trust is committed to treating people equally, whether they are patients, colleagues, suppliers or other customers. We would like all our families and staff to feel valued and respected because we try to understand and provide for their individual needs.
3. The Trust is committed to promoting an environment that embraces diversity and promotes equality of opportunity. Staff should apply the values of respect, excellence, innovation, togetherness and openness in all that they do to ensure that Alder Hey truly belongs to everyone.
4. In the course of your duties you may acquire or have access to confidential information which must not be disclosed to any other person unless in the pursuit of your duties or with specific permission given on behalf of the Trust. You must ensure that you handle personal information in accordance with the requirements of the Data Protection Act 1998.
5. You are reminded that, in accordance with the Health & Safety at Work Act 1974, and subsequent legislation, you have a duty to take reasonable care to avoid injury to yourself and to others by your work activities, and are required to co-operate with the Trust in meeting statutory requirements.
6. In the interests of your development you will be expected to take a positive role in the Performance and Development Review (PDR) Process.
7. You must ensure that you adhere to the Trust Infection Control policies and procedures at all times. You have a duty of care under the Health Care Act to prevent the spread of infection.
8. Within the NHS, good patient care is reliant on the availability of complete, accurate, relevant and timely data. The quality of information can limit the

capability to make operational decisions about the way care is planned, managed and undertaken. Poor information quality can lead to poor decision making and may put service users at risk. High quality information means better, safer patient care. Where you are required to record data on systems, whether patient or staff data, or paper or electronic format you must ensure that it is up to date, accurate, complete and timely. You have a responsibility to ensure that you feel sufficiently knowledgeable about the system you are asked to use and what is required of you in order to fulfil your task accurately. Where an error is created or discovered by yourself on any system which you cannot rectify, you must contact the relevant helpdesk / system owner or your Line manager. Please read the Data Quality and Information Governance Policies located on the Intranet and ensure you understand your responsibilities.

9. Alder hey Children's NHS Foundation Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Staff have a responsibility to ensure they are aware of specific duties relating to their role and should familiarize themselves with the Trust's safeguarding and child protection procedures, regular safeguarding and child protection training updates are mandatory for all staff. All individuals will have some risk management responsibilities with which you are required to comply, for details of your responsibilities please refer to the current Risk Management Strategy which is available on the intranet and in the local strategies folder.
10. You must comply with all Trust policies and procedures and attend all necessary mandatory training.
11. As an employee of the Trust you will be accountable for the data entered into records and systems. It is very important that the Trust records the most up to date patient demographic details, including full name, D.O.B., address, contact number, NHS number, GP and GP Practice. This is not only to fulfil our legal obligation under Principle 4 of the Data Protection Act, which states '*Personal data shall be accurate and, where necessary, kept up to date*', but it is also crucial in ensuring patient safety.
12. All staff should take ownership of records that are accessed and take the opportunity to check that the data held is correct.
13. This document provides an outline of the main responsibilities of the post. It is not intended to be an exhaustive list of duties.
14. Your job description will be subject to regular review with your Line Manager.