

## JOB DESCRIPTION

AFC No.: X

<b>JOB TITLE:</b>	<b>Senior Audiologist ( Tinnitus Therapy)</b>
<b>BAND:</b>	<b>6</b>
<b>DEPARTMENT:</b>	<b>SWBH Audiology</b>
<b>GROUP:</b>	<b>Surgical Services</b>
<b>RESPONSIBLE TO:</b>	<b>Head of Audiology</b>
<b>ACCOUNTABLE TO:</b>	<b>Audiology Services Manager</b>

### **JOB SUMMARY**

As a Senior member of the Audiology staff to undertake a full range of activities, relating to the Audiological assessment and rehabilitation of adults and children and to participate in the management of the department. To be responsible for developing and maintaining a high quality Service for Tinnitus patients

### **MAIN RESPONSIBILITIES:**

1. To undertake counselling appointment sessions to include the assessment, counselling and fitting of hearing aids/noise generators to patients who are suffering with Tinnitus.
2. Carry out a full range of rehabilitative and diagnostic audiological procedures within set standards to include any necessary administration duties.
3. Undertake patient management sessions, to include history taking, devising appropriate assessment strategies, integration, interpretation and reporting of test results to patients/referring professionals and development of suitable care plans to meet individual's needs.
4. Ensure that the department is running efficiently and effectively on a day to day basis, allocating work and problem solving as appropriate.
5. Supervise junior Audiology staff, ensuring maintenance of clinical standards
6. Assist with the training/teaching of current staff, students and other interested parties.

7. Ensure adequate stocks of hearing aids and technical equipment are maintained, following stock control procedures and ensuring effective ordering, receipt and distribution.
8. Assist in development and teaching of advanced Audiological techniques.
9. Provide Audiological support services at other clinics within the Trust as required.
10. Ensure that Audiology staff are kept informed of current national advice and other developments in Audiology affecting the service provided in the department, as directed by the Head of Department.
11. Support and encourage staff in order to maintain high staff morale and motivation, promoting the team approach at all times.
12. Cover the duties of other Senior Audiologists as required.
13. Undertake continual learning activities as required for CPD to maintain state registration, including reflective practice/clinical supervision.
14. Participate in clinical Audit
15. Undertake other relevant duties, as required by the Head of Department.

### **CONFIDENTIALITY:**

- The post holder must maintain confidentiality of information relating to patients, staff and other Health Service business.

### **HEALTH AND SAFETY:**

- Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act (1974) and the Manual Handling Operations Regulations (1992). This ensures that the agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors to the Trust.
- If you are a manager, you will be responsible for the Trust's policy on Health and Safety and for taking all reasonable steps to maintain and where necessary to improve health and safety standards. This will include training to ensure that all employees are able to carry out their health and safety responsibilities effectively.

### **RISK MANAGEMENT:**

- All staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and, when requested, to co-operate with any investigation undertaken.

#### **EQUAL OPPORTUNITIES:**

- The Trust has a clear commitment to its equal opportunities policy, and it is the duty of every employee to comply with the detail and spirit of the policy.

#### **CONFLICT OF INTEREST:**

- The Trust is responsible for ensuring that the service provided for patients in its care meets the highest standard. Equally it is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's Standing Orders require any officer to declare any interest, direct or indirect with contracts involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.

#### **USE OF INFORMATION TECHNOLOGY:**

- To undertake duties and development related to computerised information management to meet the changing needs and priorities of the Trust, as determined by your manager and in accordance with the grade of the post.

#### **SAFEGUARDING – CHILDREN/YOUNG PEOPLE AND VULNERABLE ADULTS:**

- Every employee has a responsibility to ensure the safeguarding of children and vulnerable adults at all times and must report any concerns immediately as made clear in the Trust's Safeguarding Policies.

#### **INFECTION CONTROL:**

- The Trust is committed to reducing the risk of health care acquired infection. Accordingly, it is essential that you adhere to all Trust infection control policies, procedures and protocols (to include hand decontamination, correct use of PPE (Personal Protective Equipment) and care and management of patients with communicable infections). You are required to report any breaches/concerns promptly using the Trust's incident reporting system.

#### **SMOKING:**

- This Trust acknowledges its responsibility to provide a safe, smoke free environment, for its employees, service users and visitors. Smoking is therefore not permitted at any point whilst on duty, in accordance with the guidelines set down within the Trust No-Smoking Policy.

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The above duties and responsibilities are intended to represent current priorities and are not meant to be a conclusive list. The post holder may from time to time be asked to undertake other reasonable duties. Any changes will be made in discussion with the post holder in the light of service needs and will be commensurate with the grade and competencies of the post.

*I agree that this Job Description is an accurate reflection of my current role and responsibilities.*

Name: .....

Signature: .....

Date: .....