

Medway NHS Foundation Trust



JOB DESCRIPTION

Role: Respiratory and Sleep Physiologist

Banding: Band 5

Directorate: Unplanned and Integrated Care

Responsible to: Chief Respiratory and Sleep Physiologist

Accountable to: Principal Respiratory and Sleep Physiologist

Hours: 37.5

Job Purpose:

The post holder will provide specialist clinical physiology knowledge within respiratory and sleep and will ensure best principles of care are provided to patients at Medway Maritime Hospital and two new Community Diagnostic Centres.

The successful candidate must be able to work flexibly and the expectation is that they will be required to work either weeks of day and weekends depending on demand.

Training will be providing in each area as required.

Key Responsibilities

- Undertake and perform a range of basic to complex respiratory investigations, such as Full lung function testing (Spirometry, static lung volumes and gas transfer), Bronchodilator reversibility testing, FENO, 6 Minute walk test etc. Including providing a full technical analysis and report of results for medical staff, contributing to the diagnosis and treatment of these patients.
- To independently perform a range of basic, non-routine sleep investigations, contributing to the diagnosis and treatment of patients with sleep disorders including Overnight Oximetry, Actigraphy and Respiratory Polysomnography
- To recommend patients on use of CPAP, set-up CPAP therapy and manage follow up consultations in patients with OSA.
- Make judgements on the severity of results, ensuring medical staff are informed immediately of any life threatening or urgent investigation results. Ensure that all the correct procedures for dealing with urgent and non-urgent results are adhered to.
- Ensure the quality control and calibration of all equipment within the department and report any faults in a timely manner.
- Manage stock and consumables required in the lung function laboratory such as bacterial filters and medical gas cylinders.



- Effectively manage own workload including meeting of deadlines for analysis and reporting.
- Participate as a member of the resuscitation team if required when an emergency occurs in the department.
- Ensure patients are aware of the procedure following any investigations, giving support and reassurance if required.
- Assist with the coordination of department audit, research and pilot projects as required.
- Evaluate Respiratory equipment and advise medical and other staff on its suitability and use.

2) Performance and Review

- Assist with the ongoing design and development of the department information systems.
- Responsible for the entry of patient records and reports on to the department database.
- Produce detailed reports and write letters to General Practitioners clearly documenting results of assessments, diagnosis and treatment plans.

Service Planning

- Assist with the implementation of new policies within the ARTP or other professional guidelines.
- Assist in the tender process for technical equipment as required

Financial Management

- Assist with the e-procurement ordering for the respiratory service ensuring all orders are placed in a timely manner, and options for best value are observed.
- Assist with equipment maintenance contract updates for the service

3) Clinical Governance/Quality

- Support the achievement of quality project



- Participate in the Trust's annual appraisal system designed to identify objectives and personal development opportunities.
- Assist in the training of Doctors and other staff in the performance and interpretation of pulmonary function testing and sleep investigations to ensure that standards of practice are maintained and improved.

4) Staff Management

- Assist with the management of the day to day work of the department.
- Support and deliver spirometry training courses and assist in training of more junior staff.

Key Working Relationships:

Internal	External
Executive team & deputies, associate directors, clinical directors & lead clinicians, general managers, consultants, Medical and Nursing personnel of all levels, Human resources, finance managers, infection prevention and control teams, EME, Administrative and clerical staff. Most staff groups within the Trust	PCT's. GPs CCGS, Community Respiratory teams. Patients of all ages and levels of understanding and their relative, Other Hospitals, members of the public and staff from other hospitals or related groups.

Main Conditions of Service

Registered Health Professional

All staff who are members of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements. All registered professionals must maintain registered in line with the Trust Professional Registration with Regulatory Bodies Policy.



Our Vision and Values

All staff must commit to our Vision and Values and exhibit behaviours in line with our new Values.

Bold
Every Person Counts
Sharing and Open
Together

We are *inspiring* and *ambitious*
We are *respectful* and *supportive*
We are *open* and *speak up*
We are inclusive and responsible

Our Trust is a great choice for people who want to develop their career in an ambitious environment. Our employees are able to choose the coverage and supplemental benefits that best fit their needs and those of their families.

We are committed to endorsing diversity, multiculturalism, and inclusion; our policies / procedures ensure that all applicants are treated fairly at every stage of the recruitment process.

eRostering

Roles with budgetary responsibilities for e-rostering have had these responsibilities included in job descriptions.

Mandatory Training

All staff must complete on-going mandatory and role-specific training pertinent to their post, and this should be confirmed with their line manager.

Quality Assurance

The Medway NHS Foundation Trust has adopted comprehensive quality assurance, and all members of staff employed by the trust are expected to play their part. The aim is to provide a good quality service, which the customer accepts is appropriate and which is provided in the best possible way.

Health & Safety

Staff are required to observe local Health & Safety arrangements and take reasonable care of themselves and persons who may be affected by their work.

Equal Opportunities

Staff are required to comply with the Medway NHS Foundation Trust's approach to equal opportunities and treat everyone the same, regardless of their gender, race, disability, marital status, religion or belief, sexual orientation, gender reassignment or age.

Risk Management

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with the Trust's use of risk assessments to predict and control risk, as well as the incident reporting system for learning from mistakes and near misses in order to improve services. Post holders must also attend training identified by their manager, or stated by the Trust to be mandatory.



Infection Prevention and Control

All post holders have a personal obligation to act to reduce healthcare associated infections (HCAs). They must attend mandatory training in Infection Control and be compliant with all measures required by the Trust to reduce HCAs. All post holders must comply with Trust infection screening and immunisation policies as well as be familiar with the Trust's Infection Control Policies, including those that apply to their duties, such as Hand Hygiene Policy and Trust procedures for use of personal protective Equipment, safe procedures for using aseptic techniques and safe disposal of sharps.

Information Governance

Staff is required to keep all patient and staff information confidential unless disclosure is expressly authorised by your employer. Misuse of or a failure to properly safeguard any data considered to be confidential may be regarded as misconduct/gross misconduct and a disciplinary offence.

Patient Experience

Staff should ensure that they help to create a positive patient experience at all stages of a patient's interaction with the hospital and help to improve the patient experience within the hospital environment.

Safeguarding Children and Vulnerable Adults

The Trust is committed to the protection of children, young people, their families and vulnerable adults accessing its services. Promoting the message that "safeguarding is everyone's business" is vital to ensure our patients are protected and safe from abuse. To this end you must comply with Trust's and the Kent and Medway Safeguarding Board's policies on safeguarding children, young people and vulnerable adults.

All staff no matter where they work or which age group of patients they work with must be aware of their responsibility to act when they feel a child, young person or vulnerable adult has been or is at risk of abuse.

Disclosure and Barring Service

The position you have applied for may have been identified as being an 'eligible position' under the *Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975* [the Exceptions Order] and, in certain circumstances, *the Police Act 1997*. As such, it may meet the eligibility criteria for a standard or an enhanced disclosure to be requested through the Disclosure and Barring Service (DBS).

Uniform

All staff must adhere to the Trust Nurses/Midwives Uniform Policy.

Job Description

The job description is not intended to be exhaustive and it is likely that duties may be altered from time to time in the light of changing circumstances and after consultation with the post holder.



Smoke Free Medway

Medway NHS Foundation Trust is a smoke free site. This means that smoking is completely prohibited in all Trust buildings, grounds and car parks. This will ensure that the hospital is a better place to work and for our patients to be treated.

If you are currently a smoker and would like to receive free stop smoking advice, please contact the Medway Stop Smoking Service on 07535 710329 or 0800 234 6805.



Staff Networks

LGBT+ Staff Network

Staff (Dis)Ability Network

Armed Forces Network (for staff who are Reservists and Veterans)

Black, Asian and Minority Ethnic (BAME) Staff Network



Staff Benefits Information

The Trust has worked hard to offer the **Best** of the benefits to our staff, the **Best** of people. By following the link before you will find our staff benefits handbook which provides you with a large selection of benefits available.

<https://view.pagetiger.com/Benefits-Wellbeing/currentstaff>

Our Commitment

We are jointly committed to creating and maintaining a fair and supportive working environment and culture, where contributions are fully recognised and valued by all and staff feel empowered to carry out their duties to the best of their abilities.

As employers we are committed to promoting and protecting the physical and mental health and



well-being of all our staff.

Talent Management and Skills Coaching

All staff at Medway NHS Foundation Trust will have the opportunity to undertake talent and coach sessions held with our Organisational Development Team. This will be supported through the talent management process.

Flexible Working Opportunities

At the NHS, we are reminded every day of how important life is. As a flexible working friendly organisation, we want to be sure that you can work in a way that is best for us and for our patients, and for you. Speak to us about how we might be able to accommodate a flexible working arrangement whether that's job share.

Applications are welcomed from applicants who wish to apply for a position on the basis of a smarter or flexible working arrangement. Where candidates are successful at interview, such requests will be taken under consideration and accommodated where the needs of the service allow.



Person Specification

The person specification sets out the essential qualifications, experience, skills, knowledge, personal attributes and other requirements which the post holder requires to perform the job to a satisfactory level. Without these qualities applicant cannot be appointed to the post.

Role: Respiratory and Sleep Physiologist

Qualifications	<p>BSc in Clinical Physiology or BSc Healthcare Science equivalent degree (e.g. Sports Science) or ARTP part 1 and 2</p> <p>Registered with RCCP, AHCS, HCPC or eligible for registration</p> <p>Substantial relevant training and experience in Respiratory/Sleep Physiology</p> <p>Evidence of Continuing Professional Development</p>
Knowledge	<p>Experience performing and reporting specialist lung function testing in a range of settings to inform decision making regarding subsequent treatment options</p> <p>Experience setting up and scoring respiratory home sleep studies</p> <p>Experience in counselling patients on starting Continuous Positive Airway Pressure (CPAP) therapy including DVLA regulations</p>
Values	<p><i>Exhibits behaviours in line with Trust Values:</i></p> <p>Bold <i>We are inspiring and ambitious</i></p> <p>Every Person Counts <i>We are respectful and supportive</i></p> <p>Sharing and Open <i>We are open and speak up</i></p> <p>Together <i>We are inclusive and responsible</i></p>
Experience	<p>Perform routine basic lung function and sleep investigations.</p> <p>Ability to analyse basic lung function and sleep diagnostic tests.</p> <p>Experience of working as part of a multi- disciplinary team.</p> <p>Ability to follow protocols for both patient testing and equipment maintenance.</p>



Skills	<p>Excellent communication skills and ability to communicate highly complex concepts to others.</p> <p>Excellent organisation skills and ability to manage and prioritise own workload.</p> <p>IT skills, proficient in Microsoft products such as Outlook, Word, Excel and PowerPoint.</p>
Other Attributes	<p>Flexible and adaptable to change to meet the needs of the service.</p> <p>Ability to stay calm when problems arise with equipment failure or when encountering issues with patients.</p> <p>Caring and empathetic towards patients, partners and carers.</p> <p>The vision and focus to continually strive to improve the service for our patients is a key attribute for this, and any role at the Medway NHS Foundation Trust</p>





Medway
NHS Foundation Trust



Best of care
Best of people



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