

JOB DESCRIPTION

POST:	Principle Clinical Scientist – Regional Molecular Diagnostic Service
LOCATION:	Based in the Regional Molecular Diagnostic Service, BHSC
BAND:	8a
REPORTS TO:	Deputy Head of Molecular Diagnostics Rare Disease
RESPONSIBLE TO:	Head of Molecular Diagnostics Rare Disease

Job Summary / Main Purpose

This post is a substantive full-time post, developed within the evolving context of Molecular Diagnostics delivery nationally and the Pathology Network led HSC commissioned modernisation programme.

- Responsible, in co-ordination with the Head/Deputy Head of Molecular Diagnostics Rare Disease, for the provision of all aspects of routine Regional Molecular Diagnostic Service.
- The post holder is to provide a comprehensive Clinical Scientific Service (analytical and advisory) as a Principal Clinical Scientist for the Regional Molecular Diagnostic Service to medical and other healthcare professionals within the Belfast HSC Trust and throughout the NI region.
- The post holder is responsible for maintaining a high level of both general and highly specialised areas of molecular diagnostics. As a member of the Regional Molecular Diagnostic Service team, advise the operational and discipline managers of the Laboratory on clinical and scientific matters relating to the strategic direction, clinical leadership, operation and service delivery.
- The post holder is expected to maintain an area of highly specialist knowledge in molecular diagnostics and engage with appropriate members of medical staff on a regular basis to reflect changes in clinical practice associated with national and locally agreed care guidelines.
- The post holder is required to perform complex analytical laboratory procedures requiring a high degree of expertise and specialist knowledge.
- The post holder is expected to initiate and direct agreed scientific development, evaluation, audit and research performed by scientific and medical staff in the department.
- The post holder will contribute to the general work of the in Regional Molecular Diagnostic Service, including participation in the duty Clinical Scientist rota, if required a consultant on-call rota, and contribute to wider Belfast Trust Laboratory needs as appropriate.

Main Duties / Responsibilities

Professional Duties

- To be registered as a Clinical Scientist with the Health and Care Professions Council and abide by the national guidelines of the UKAS Medical Laboratories standards ISO 15189
- To be an autonomous practitioner capable of dealing professionally with clinical colleagues including medical and nursing staff and other health care professionals.
- To act as part of a team in patient management on the basis of specialist knowledge, expertise and best practice examples.
- To take professional responsibility for the clinical validation of molecular diagnostics results and reports, the addition of complex interpretative comments and the authorisation of their distribution, during normal working hours.
- To take professional responsibility as a senior clinical scientist to independently discuss, advise and challenge clinicians, including senior hospital medical staff, and general practitioners and the clinical users on the selection and interpretation of molecular diagnostics investigations, including the differential diagnosis and the monitoring of disease progression and response to therapy.
- To be professionally responsible for all aspects of the clinical service and use evidence based practice, audits and published research to improve the service.
- To undertake continuing professional development and maintain competence in all areas of practice.
- To provide support within the department in areas of scientific development, ensuring that all departmental staff and clinical users are assured the highest quality of service and safety.
- To provide leadership in the department in the areas of Clinical Governance and service quality ensuring that all departmental staff and clinical users focus on quality and patient care.
- If required, to participate in a Clinical Scientist on-call rota outside routine hours, providing consultative advice to clinicians, including approval of the appropriateness of tests affecting immediate patient management and the interpretation of results.

1. Service Delivery

- Advise the Operational and Discipline Managers of scientific and technical matters related to the work of the department.
- Ensure the knowledge levels and awareness of the current best practice within RMDS (Germline) are maintained and applied.
- To take professional responsibility as duty scientist:

- In the application of professional judgement and expertise in advising clinicians on the appropriate investigations to perform on individual patients
 - In the scientific and clinical interpretation of results and appropriate future patient investigation and/or management
 - In the understanding of analytical tests employed, full awareness of the analytical method and limitations and ability to identify errors and explain anomalous results to clinical staff
 - Advice and management of inward and outward referral testing
 - Advice on current available therapeutic and clinical management guidelines
- The post holder will be responsible for coordinating the provision of those services offered by the Section to ensure that the service is timely, efficient and of high quality. This will involve performing diagnostic tests, analysing and interpreting data and generating and authorizing reports.
 - Responsible and accountable for the clinical and scientific aspects of laboratory service delivery to ensure safe and effective patient care.
 - In conjunction with the technical lead contribute to selection and validation of laboratory test procedures and protocols.
 - To evaluate potential improvements in methodology, instrumentation and diagnostic tests, to assess their costs and benefits and to advise on the feasibility of their introduction into the laboratory and to contribute to procurement to improve the service to clinicians and patients.
 - To perform complex analytical procedures requiring a high level of manual dexterity and a high degree of hand-eye co-ordination particularly for delicate manipulations when carrying out molecular diagnostic assay preparation and set-up.
 - To interpret complex results requiring a high degree of expertise and specialist knowledge.
 - Ensure compliance with National Service Frameworks, clinical standards and guidelines of relevant professional bodies.
 - Participate in clinical and professional networks of staff, locally and nationally.
 - Ensure that the clinical governance needs of the organisation relating to the Regional Molecular Diagnostics Service are addressed.
 - Provide backup for trouble shooting of individual laboratory test repertoires as necessary.
 - Undertake horizon scanning of developments in diagnostic service provision.
 - Ensure satisfactory capture and analysis of data relating to colleagues requirements, training opportunities, continual professional development, and personal development.
 - In conjunction with the senior professional and management staff of the Department be responsible and accountable for the clinical and scientific aspects of management, organisation and co-ordination of the service work of the Regional Molecular Diagnostic Service.
 - Ensure appropriate testing for patients and efficient management of resources.

2. Development and Innovation

- Review patients and clinicians needs linked to constant surveillance of medical and scientific literature in order to ensure continuous development of the service.
- Responsible for introducing service developments and improvements in conjunction with senior management in line with customer requirements and national/international guidelines.
- Develop and implement policy at a local level and contribute to at a national level.
- Participate in clinical and gate-keeping working group meetings as required.

3. Quality

- Develop, plan and implement quality assurance procedures.
- Ensure participation in performance monitoring schemes including Internal and External Quality Assurance (NEQAS, EMQN, GenQA) and to take corrective action when quality assurance procedures indicate loss of performance with the laboratory instruments or methods. Responsible for leadership and guidance to Clinical Scientist and other staff as required staff to ensure regular reviews of internal and external quality control performance are undertaken.
- Responsible for the production and quality of laboratory results in conjunction with Genetic Technologist, Biomedical Scientist staff and the Operational Managers.
- Establish and be responsible for standards of practice ensuring that the level and range of work is in accordance with recognised criteria e.g. UKAS accreditation bodies, HCPC training status, national and international guidelines, and any other standards as may be required.
- Contribute to the development of guidelines and patient care pathways within the evidence based framework.
- Ensure participation in appropriate internal, national and international quality assessment schemes.
- Responsible for the maintenance of in-house diagnostic qualitative and quantitative assays, providing comprehensive support to Clinical Scientist staff in analytical processing and essentially in result interpretation for patient management.

4. Strategic Planning and Development

- Contribute to strategic planning for services in conjunction with senior management and the NI Regional Pathology network within the context of patient centred care as identified by national priorities, established standards of practice and the needs of the organisation, particularly in the areas of Molecular Diagnostics

- To assist the Head/Deputy Head of Molecular Diagnostics Rare Disease in Regional planning of new technical developments, validation and service implementation.
- To assist the Head/Deputy Head of Molecular Diagnostics Rare Disease in Regional clinical audit in raising standards in Germline Service.
- Assist with the audit, review and planning of services.
- Contribute to Business and Workforce planning and restructuring.
- Contribute to business cases for new service developments including staff resource required in conjunction with the Head and Deputy Head of Service (Germline) and the Operational and Discipline Managers as appropriate.
- Initiate and participate in clinical audit.
- Responsible in conjunction with the Operational Managers for the implementation of Trust Initiatives within the Laboratory.
- Participate in relevant management meetings and contribute to the strategic planning of the service.

5. Financial and Resource Management

- In conjunction with the Operational Manager maintain the clinical and scientific aspects of budgetary compliance in line with the Standing Financial Instructions of the Trust.
- Active involvement in procurement of new technology and other services needed to provide an effective service.
- Seek where appropriate external and/or internal funding for service development, audit, research and development projects, and be both responsible and accountable for the management, organisation and use of any funding brought into the department for such studies.

6. Communication and Information Management

- Assist with appropriate communication and team working within the Regional Molecular Diagnostic Service and other Medical Laboratories in the Trust and the Region.
- Assist with the dissemination of relevant technical, scientific, regulatory and safety information.
- Active role and responsibility for the development and delivery of IT interface systems to meet the specialised needs of the molecular Laboratory, and that appropriate validation and change control measures are applied to these.
- Deliver presentations at local, national and international scientific conferences.
- Participate in clinical team meetings, MDTs, tumour boards, physicians meetings, journal clubs, laboratory meetings and other scientific meetings to present highly complex information for example clinical cases, statistical data, analytical data or audit, to large groups of professional staff.
- Advise on the clinical aspects of the development, integrity and security of all manual and electronic data systems ensuring compliance with Data Protection Act and relevant legislation and Belfast HSC Trust policies

- Use the LIMS system and other bioinformatics software for analysis and variant interpretation, and the general management of sequence based information and bioinformatics.
- Contribute to the development and achievement of Key Performance Indicators for the laboratory.

7. People Management and Development

- In conjunction with senior departmental management contribute to the appropriate recruitment, training and development of Laboratory staff.
- In conjunction with the Operational Manager and Health and Safety Leads, ensure that the health and safety standards of the Laboratory are met.
- Assist with supervision of scientific and/or medical personnel attached to the department undertaking research studies for higher degrees (FRCPath, STP, MSc, MD, PhD).
- Expected to input in the supervision of collaborative research projects involving other Trust or University personnel within the department engaged in approved research.
- Responsible for line management of scientific staff within section.
- Responsible for distribution and reporting of workload within section.

8. Responsibility for Research and Development

- Initiate and supervise research and development within the department appropriate to maintaining current best practice within the laboratory and the expansion of the knowledge base in infectious diseases. This includes evaluating how latest technology, test equipment and techniques are best applied to improving patient outcomes.
- Responsible for application as Principle Investigator (PI), as appropriate, for external funding for clinically relevant research or audit, particularly in the areas of molecular diagnostics.
- To ensure that research and development opportunities that present are taken up, to develop individual projects, and where appropriate involve clinical colleagues from other disciplines.
- Ensure participation in National and International discussion forums and teleconference arrangements to ensure the department is up to date with available diagnostic assays.
- Prepare scientific reports, posters and publications for scientific meetings and peer-reviewed journals as required.

General Responsibilities

Employees of the Trust are required to promote and support the mission and vision of the service for which they are responsible and:

- At all times provide a caring service and to treat those with whom they come into contact in a courteous and respectful manner.

- The post holder will, in the event of a concern being raised with them, ensure it is managed correctly under the Belfast Trust's Whistleblowing Policy, and ensure that feedback/learning is communicated at individual, team and organisational level regarding the concerns raised, and how they were resolved.
- Demonstrate their commitment by their regular attendance and the efficient completion of all tasks allocated to them.
- Comply with the Trust's Smoke Free Policy.
- Carry out their duties and responsibilities in compliance with the Health and Safety Policies and Statutory Regulations.
- Adhere to Equality and Good Relations duties throughout the course of their employment.
- Ensure the ongoing confidence of the public in-service provision.
- Maintain high standards of personal accountability.
- Comply with the HPSS Code of Conduct.

Information Governance

All employees of Belfast Health & Social Care Trust are legally responsible for all records held, created or used as part of their business within the Belfast Health and Social Care Trust, including patient/client, corporate and administrative records whether paper based or electronic and also including e-mails. All such records are public records and are accessible to the general public, with limited exceptions, under the Freedom of Information Act 2000, the Environment Regulations 2004, the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. Employees are required to be conversant and to comply with the Belfast Health and Social Care Trust policies on Information Governance including for example the ICT Security Policy, Data Protection Policy and Records Management Policy and to seek advice if in doubt.

For further information on how we use your personal data within HR, please refer to the Privacy Notice available on the HUB or Your HR

Environmental Cleaning Strategy

The Trusts Environmental Cleaning Strategy recognizes the key principle that "Cleanliness matters is everyone's responsibility, not just the cleaners" Whilst there are staff employed who are responsible for cleaning services, all Trust staff have a responsibility to ensure a clean, comfortable, safe environment for patients, clients, residents, visitors, staff and members of the general public.

Infection Prevention and Control

The Belfast Trust is committed to reducing Healthcare associated infections (HCAIs) and all staff have a part to play in making this happen. Staff must comply with all policies in relation to Infection Prevention and Control and with ongoing reduction strategies. Standard Infection Prevention and Control Precautions must be used at all times to ensure the safety of patients and staff.

This includes:-

- Cleaning hands either with soap and water or a hand sanitiser at the appropriate times (WHO '5 moments');
- Using the correct '7 step' hand hygiene technique;
- Being 'bare below the elbows' when in a clinical environment;

- Following Trust policies and the Regional Infection Control Manual (found on intranet);
- Wearing the correct Personal Protective Equipment (PPE);
- Ensuring correct handling and disposal of waste (including sharps) and laundry;
- Ensuring all medical devices (equipment) are decontaminated appropriately i.e. cleaned, disinfected and/or sterilised;
- Ensuring compliance with High Impact Interventions.

Personal Public Involvement

Staff members are expected to involve patients, clients, carers and the wider community where relevant, in developing, planning and delivering our services in a meaningful and effective way, as part of the Trust's ongoing commitment to Personal Public Involvement (PPI).

Please use the link below to access the PPI standards leaflet for further information.

http://www.publichealth.hscni.net/sites/default/files/PPI_leaflet.pdf

Clause: ***This job description is not meant to be definitive and may be amended to meet the changing needs of the Belfast Health and Social Care Trust.***

PERSONNEL SPECIFICATION

JOB TITLE / BAND: Principle Clinical Scientist / Band 8a

DEPT / DIRECTORATE: Surgery & Specialist Services

Notes to applicants:

1. You must clearly demonstrate on your application form under each question, how you meet the required criteria as failure to do so may result in you not being shortlisted. You should clearly demonstrate this for both the essential and desirable criteria.
2. Shortlisting will be carried out on the basis of the essential criteria set out below, using the information provided by you on your application form. Please note the Trust reserves the right to use any desirable criteria outlined below at shortlisting. You must clearly demonstrate on your application form how you meet the desirable criteria.
3. Proof of qualifications and/or professional registration will be required if an offer of employment is made – if you are unable to provide this, the offer may be withdrawn.

ESSENTIAL CRITERIA

The following are **ESSENTIAL** criteria which will initially be measured at shortlisting stage although may also be further explored during the interview/selection stage. You should therefore make it clear on your application form whether or not you meet these criteria. Failure to do so may result in you not being shortlisted. The stage in the process when the criteria will be measured is stated below.

Factor	Criteria	Method of Assessment
Experience Qualifications Registration	<ul style="list-style-type: none"> • Minimum of 3 years' experience working in a NHS Molecular Diagnostic Laboratory as a Band 7. • Hold current registration for a minimum of 3 years with the Health and Care Professions Council as a Clinical Scientist in Molecular Genetics or Molecular Pathology. • FRCPATH Part 1 in Molecular/Molecular Pathology. • Note: Anyone appointed who does not have FRCPATH Part 1 which is essential for the post, is expected to work towards completion and achievement of FRCPATH Part 1 examination within 3 years of appointment. The department will support the successful candidate in obtaining this qualification. 	Shortlisting by Application Form

Knowledge Skills Abilities	<ul style="list-style-type: none"> • Evidence of effective teamwork and leadership skills. • Evidence of ability to show strong organisational skills, problem solving and use of initiative. • Evidence of resilience and positive, “can do” attitude to service delivery. • Good knowledge of molecular diagnostic technologies. 	Shortlisting by Application Form And / Or Interview / Test
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DESIRABLE CRITERIA

Desirable criteria will **ONLY** be used where it is necessary to introduce additional job related criteria to ensure files are manageable. You should therefore make it clear on your application form how you meet these. Failure to do so may result in you not being shortlisted.

Factor	Criteria	Method of Assessment
Experience Qualifications Registration	<ul style="list-style-type: none"> • Experience in providing training and support to others. • PhD qualification in relevant area. • Experience developing and analysing complex molecular techniques e.g. Sanger sequencing, variant classification, Next Generation Sequencing. 	Shortlisting by Application Form And / Or Interview / Test

NOTE:

Where educational/professional qualifications form part of the criteria you will be required, if shortlisted for interview, to produce original certificates *and* one photocopy of same issued by the appropriate authority. Only those certificates relevant to the shortlisting criteria should be produced. If educational certificates are not available an original letter *and* photocopy of same detailing examination results from your school or college will be accepted as an alternative.

If successful you will be required to produce documentary evidence that you are legally entitled to live and work in the United Kingdom. This documentation can be a P45, Payslip, National Insurance Card or a Birth Certificate confirming birth in the United Kingdom or the Republic of Ireland. *Failure to produce evidence will result in a non-appointment.*

Where a post involves working in regulated activity with vulnerable groups, post holders will be required to register with the Independent Safeguarding Authority.

Healthcare Leadership Competencies

Candidates who are shortlisted for interview will need to demonstrate at interview that they have the required competencies to be effective in this demanding leadership role.

The competencies concerned are set out in the NHS Healthcare Leadership Model, details of which can be found at:

<http://www.leadershipacademy.nhs.uk/resources/healthcare-leadership-model>.

Particular attention will be given to the following:

- Inspiring shared purpose
- Leading with care
- Evaluating information
- Connecting our service
- Sharing the vision
- Engaging the team
- Holding to account
- Developing capability
- Influencing for results

HSC Values

Whilst employees will be expected to portray all the values, particular attention is drawn to the following values for this role

What does this mean?	What does this look like in practice?
 <p data-bbox="358 581 583 611">Working together</p> <p data-bbox="181 621 764 779">We work together for the best outcome for people we care for and support. We work across Health and Social Care and with other external organisations and agencies, recognising that leadership is the responsibility of all.</p>	<ul data-bbox="808 415 1435 762" style="list-style-type: none">• I work with others and value everyone's contribution• I treat people with respect and dignity• I work as part of a team looking for opportunities to support and help people in both my own and other teams• I actively engage people on issues that affect them• I look for feedback and examples of good practice, aiming to improve where possible.
 <p data-bbox="404 997 539 1026">Excellence</p> <p data-bbox="181 1037 764 1161">We commit to being the best we can be in our work, aiming to improve and develop services to achieve positive changes. We deliver safe, high quality, compassionate care and support.</p>	<ul data-bbox="808 879 1435 1121" style="list-style-type: none">• I put the people I care for and support at the centre of all I do to make a difference• I take responsibility for my decisions and actions• I commit to best practice and sharing learning, while continually learning and developing• I try to improve by asking 'could we do this better?'
 <p data-bbox="342 1386 607 1415">Openness & Honesty</p> <p data-bbox="181 1425 764 1486">We are open and honest with each other and act with integrity and candour.</p>	<ul data-bbox="808 1247 1354 1457" style="list-style-type: none">• I am open and honest in order to develop trusting relationships• I ask someone to help when needed• I speak up if I have concerns• I challenge inappropriate or unacceptable behaviour and practice.
 <p data-bbox="394 1711 548 1740">Compassion</p> <p data-bbox="181 1751 764 1908">We are sensitive, caring, respectful and understanding towards those we care for and support and our colleagues. We listen carefully to others to better understand and take action to help them and ourselves.</p>	<ul data-bbox="808 1604 1398 1835" style="list-style-type: none">• I am sensitive to the different needs and feelings of others and treat people with kindness• I learn from others by listening carefully to them• I look after my own health and wellbeing so that I can care and support others.