

JOB DESCRIPTION

Job Title:	Paramedic (Bank)
Main Place of Work:	Linton House, Cheltenham, GL53 7AS and Gloucester Quayside Community Diagnostic Centre (GRH CDC) with travel as require to various locations.
Reporting to:	MRI and PET/CT Superintendent Radiographers (CIC)
Accountable to:	Chief Executive, Cobalt Health
Contract type:	Ad Hoc variable hours

Line management

There is no line management responsibility associated with this post. Support will be provided by the postholder to radiographers, students and other junior staff members in regard to resuscitation and cannulation.

Job Purpose

Emergency Care Practitioner

- ❖ To provide paramedic practitioner emergency clinical interventions and advice supporting diagnostic radiology departments at Cobalt Imaging Centre in Cheltenham, GRH community diagnostic centres, the ITM Birmingham and across the mobile fleet of MRI, CT and PET-CT scanners.
- ❖ To administer medication under Patient Group Directive guidelines.
- ❖ To ensure the safe care of patients attending for diagnostic imaging and aftercare.
- ❖ To manage and control clinical emergencies which may include intervention and resuscitation, co-ordinate appropriate clinical response and onward care of patients.
- ❖ To provide high quality care to patients, to communicate effectively, assess, diagnose and treat patients with complex health conditions.
- ❖ To provide clinical leadership, supervision and advice to other health professionals.
- ❖ To maintain accurate and full records of emergency incidents and treatments.
- ❖ Ensure due regard is given to the customs, values and spiritual beliefs of patients and ensure patients' views are sought and considered

Key Relationships

Paramedics (bank/agency/contracted), Director of Clinical Operations, MRI superintendent, PET/CT superintendent, clinical governance committee, governance and compliance, infection prevention and control, all clinical staff and all BLS trained non-clinical staff.

Patients, their relatives and/or carers, members of the public and other healthcare professionals.

Key areas of responsibility will include:

Operational Duties

Paramedic

- ❖ Provide clinical support to radiographers, radiologists, clinical imaging assistants to ensure the safety of patients in the department.
- ❖ Provide physical and emotional support to patients throughout their attendance.
- ❖ Conduct consent and screening safety checks with patients prior to examination or treatment.
- ❖ Monitor, assess and treat patients who may adversely react to contrast media, interventional procedures or who may, by the nature of their medical condition, deteriorate requiring emergency care and intervention.
- ❖ Ensure comprehensive and accurate patient records are documented on the patient administration system and that incidents, accidents, near misses and adverse reactions are correctly recorded and comprehensive medical records are maintained.
- ❖ Ensure patients are discharged safely.
- ❖ Responsible for the Quality Assurance checks on all resus equipment, in accordance with the departmental QA programme and report any deviation from expected results to the relevant expert and line manager. Undertake action to rectify the deviation as appropriate and document the action taken in the required log.
- ❖ Ensure the safe use and maintenance of specialist medical equipment.
- ❖ Ensure a clean, safe and appropriate environment that facilitates the prevention and control of infections in compliance with regulatory requirements.

Specific Responsibilities

- Maintain personal CPD and qualifications commensurate to the role.
- Maintain HCPC registration and remain actively employed (including via bank) in a registered role to maintain clinical practice for the appropriate number of hours as outlined in CPD requirements in the profession.
- Participate in the planning, co-ordination and evaluation of emergency and deteriorating patient simulations in various service locations if on duty.
- Role model the behaviours that reflect the vision and values of the charity.
- Provide emotional support to patients in your care.
- Any other duties in accordance with the level of the role.
- You may be required to support the administration functions and greeting patients on reception and management of patients in the scan rooms as directed by the radiographers in charge from time to time to ensure a smooth day.

Management of Resources

- Responsible for stock control of medicines, drugs, consumables if administered when treating patients

Teamwork

- Working collaboratively with radiographers, radiologists, clinical imaging assistants, administrative staff and other health professionals.

Confidentiality

Under no circumstances either during or after the end of your employment (however it is terminated) may you divulge to any unauthorised person confidential information relating to the Charity. This includes, but is not limited to, information covering patients, individual staff records, industrial relations, financial affairs, contract terms and prices or business forecasts.

Data Protection

If required to do so, to obtain, process and/or use information held on computer or other IT system in a fair and lawful way. To hold data only for specific registered purpose and not use or disclose it in any way incompatible with such purpose. To disclose data only to authorised persons or organisations as instructed.

DBS Disclosure

All appointments are subject to a satisfactory initial DBS check by the Disclosure and Barring Service and satisfactory repeat checks, carried out in line with the policy in force at the time. Failure to disclose any convictions or cautions may result in the withdrawal of the post or termination of contract.

Equality and Diversity

It is the responsibility of all employees to support the Charity's vision of promoting a positive approach to diversity and equality of opportunity, to eliminate discrimination and disadvantage in service delivery and employment, and to manage, support or comply through the implementation of Equality & Diversity Strategies and Policies.

Health & Safety

In addition to any responsibilities specified within your job description above, it is your duty to:

- Take reasonable care of the health and safety of yourself and of the other people who may be affected by actions and omissions at work.
- Co-operate with the employer in ensuring that all statutory and other requirements are complied with.

Infection Control

Make themselves aware of their responsibilities for infection prevention and control. Co-operate with the employer in ensuring that all infection prevention and control policies and procedures are complied with. Conduct hand hygiene in accordance with Cobalt policy, challenging those around you who do not.

Information Governance

You should be aware of all information governance policies and procedures, in order to ensure necessary safeguards are upheld for the appropriate use of patient and personal information. You are required to undertake the Data Protection training included in the NHS IT Governance Toolkit as instructed.

Personal Development

You are required to participate in the organisation's annual appraisal scheme. The end of year appraisal will include a personal development review where progress made over the last year is discussed and agreed. Focus on the following year's departmental and personal objectives will be identified, discussed and agreed.

You are expected to maintain competency, learning new techniques and technology as required and retain records of continuing professional development (CPD) to ensure continuity of membership to your professional organisation.

All staff are encouraged to participate in training/activities that will help develop their wider skills and assist them in managing their personal welfare and be attentive to the welfare of colleagues.

Completion of Cobalt Health's mandatory training programme.

The Environment and EMS

Cobalt is committed to protecting the local and global environment and supporting the development of the concept of sustainable healthcare. To help achieve these aims Cobalt has developed an Environmental Management System (EMS) to proactively manage the charity's impact on the environment, and you have a crucial role to play within in this. In addition to attending training and any responsibilities specified within your job description above, you are required to familiarise yourself with Cobalt's EMS and policies, to understand and contribute to the achievement of Cobalt's environmental objectives and targets, and to provide feedback through line management or CSR Champions.

This is an outline of the post-holder's duties and responsibilities. It is not intended as an exhaustive list and may change from time to time in order to meet the changing needs of the Charity.

This post is subject to the terms and conditions of employment of Cobalt Health.

Person Specification

Qualifications and Training	Essential	Desirable
Degree in paramedic science or equivalent HCPC Recognised qualification	✓	
Relevant post graduate certification in basic life support accredited by the resuscitation council	✓	
Registered member of Health and Care Professions Council	✓	
Maintain HCPC registration and remain actively employed (via bank) in a registered role to maintain clinical practice for the appropriate number of hours as outlined in CPD requirements in the profession.	✓	

Knowledge and experience	Essential	Desirable
Highly developed specialist knowledge under pinned by proven experience in emergency medicine within healthcare and patient focussed services	✓	
Comprehensive knowledge of treating and prioritising emergencies, resuscitation and stabilisation techniques across a wide range of deteriorating patient situations	✓	
Experience of the implementation of health and safety regulations, risk management and infection control policy relating to a healthcare environment	✓	
Experience undertaking staff training and education in emergency or deteriorating scenarios	✓	✓
Experience developing and delivering training and educational programs.		✓
Evidence of continuing personal professional development	✓	

Skills and abilities	Essential	Desirable
Demonstrable team working skills and the ability to work on your own initiative	✓	
An understanding and application of health and safety regulations and infection control policy relating to a healthcare environment	✓	
Confident communicator at all levels	✓	
Confidentiality, discretion and trustworthiness	✓	
A high level of IT competency and the ability to gather data, compile complex information and prepare reports		✓
Ability to analyse and interpret monitoring equipment data	✓	
Ability to assess the deteriorating patient across a wide range of conditions and prioritise treatment as required	✓	
Ability to develop, plan and implement goals in line with timescales	✓	
Ability to effectively delegate tasks with appropriate levels of authority.	✓	
Full UK driving licence	✓	

Personal attributes	Essential	Desirable
Ability to prioritise workload and work under minimal supervision	✓	
Flexibility in working hours	✓	
A caring attitude, patience and empathy and the ability to offer reassurance to patients or colleagues	✓	
Well organised with excellent interpersonal, communication and literacy skills	✓	
Accuracy and excellent attention to detail	✓	
Physical dexterity, co-ordination and sensory skills required for examining or handling patients	✓	
Motivated commitment to continuing professional development	✓	