**See your future with us**

Thank you for considering a role at [Cambridge University Hospitals NHS Foundation Trust](http://cuh.org.uk/), which includes Addenbrooke’s and the Rosie Hospitals.

The Trust is one of the largest and busiest hospitals in the country and is a leading clinical and academic centre with a national and international reputation for excellence. This is due to the skill and dedication of the people who work here and it is their teamwork, energy, commitment and imagination that make us one of the best hospitals in the UK.

The Trust’s philosophy is to keep the patient at the heart of everything we do and we expect staff to uphold our values of ***kind***, ***safe*** and ***excellent*** at all times.This means that we go to great lengths to recruit the right people. We want people with a positive attitude who are willing to go the extra mile, not because they are asked to, but because they are committed to being part of a healthcare team that provides an excellent caring service to our patients.

The Trust is committed to bringing the best out of its employees. We want everyone who works here to enjoy job satisfaction. We offer continuous support, training and development so that all members of staff fulfil their potential to do an excellent job and feel proud to serve and be part of the Trust.

Your health and well-being is important to us. If you have any concerns about a health condition or disability that you have please read the Job Description and Person Specification carefully to ensure that you would not be putting yourself at risk.

Please read this job description thoroughly before submitting your application. Be sure that you can demonstrate commitment to teamwork, reliable attendance, dedication and the ability to show compassion, care and respect to our patients, visitors and colleagues.

You can download our Application Guide, which provides further details about how to complete each section of your application form. See [**www.cuh.nhs.uk/vacancies**](http://www.cuh.nhs.uk/vacancies)

**Working with us**

The Trust’s main site is in a great location, just south of Cambridge city centre and flanked by open fields. It is well served by public transport and Cambridge train station is less than two miles away with direct rail services to the Midlands, London and Stansted Airport.

We offer a comprehensive staff benefits package, including continuous professional development, childcare, flexible-working schemes and the leave purchase scheme, not to mention a final salary pension scheme. Staff can enjoy a range of facilities and discounts too numerous to detail here but which include on-site sport and leisure facilities, a swimming pool, bank and retail outlets. Our website provides further information including links to other sites to find out more about living in Cambridgeshire. [**www.cuh.org.uk/jobs**](http://www.cuh.org.uk/jobs)

**Submitting your application**

If you are planning to apply for this post online, please use the Trust’s website to do so: [**www.cuh.nhs.uk/vacancies**](http://www.cuh.nhs.uk/vacancies) This will provide you with an opportunity to look in more detail at our website and learn more about our services, developments and the benefits of working for us.

We hope that you are able to apply on line. If you are unable to do so, please contact Recruitment Services with details of the position you are considering, including the reference number, and we will post the application form to you.

Recruitment Services **recruitment@addenbrookes.nhs.uk** +44 (0)1223 217038

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| **Job title:** | Respiratory Healthcare Scientist Advanced Specialist |
| **Band:** |  |
| **Hours of work:** | 37.5hours/week Monday-Friday |
| **Location:** | Lung Function Laboratory |
| **To whom responsible:** | Respiratory Healthcare Scientist Advanced Specialist |
| **Job summary:** | To assess patients’ respiratory physiological status by conducting and reporting a range of simple, specialist and complex tests accurately, professionally and in accordance with ERS/ATS guidelines. To manage the provision of the paediatric sleep physiology service, including responsibility for independent physiologist-led paediatric sleep clinics, interpretation and therapeutic intervention.Lead in aspects of the laboratory service where appropriate including:* supervision and training of junior healthcare scientists
* staff performance review
* attendance at Clinical Governance and Finance meetings
* interpreting and reporting on all lung function assessments
* research grant and ethical applications, conducting commercial and non-commercial research, presentation of outcomes to national and international meetings and preparation of manuscripts for publication in peer-reviewed journals
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**Key duties and responsibilities:**

Clinical Responsibility

1. Deputise for the Head of Service at quarterly Respiratory Medicine Directorate Clinical Governance meeting regarding adherence and compliance to clinical protocols and departmental staff clinical refresher programmes, update on departmental activity and discuss any patient safety matters. Feedback to the Head of Service on meeting outcomes
2. To manage the paediatric sleep physiology service:
	1. Be the sole paediatric sleep physiology expert within the Trust
	2. Manage the sleep physiology team and have responsibility for their training & development and the development of the service
	3. Provide an independent paediatric sleep physiology-led clinic alongside the lead clinician for the service
	4. Undertake sleep assessments within patients’ homes
	5. Troubleshoot areas of concern with regards to equipment and staff to ensure an efficient service
	6. Strategically plan the paediatric sleep service ensuring demand on the service is met through succession planning
3. Attend quarterly Children’s Services Clinical Governance meetings, feeding back the sleep physiology service’s adherence and compliance to clinical protocols and departmental staff clinical refresher programmes, update on departmental activity and discuss any patient safety matters.
4. To provide verbal and written interpretation to referring medical team for simple, specialist, complex and highly complex assessments
5. Provide expert opinion and ask for co-operation from medical colleagues to ensure that the correct referral information has been received and make the final, on occasions contentious, decision where changes to the referral form are required or if testing is contraindicated
6. To plan and undertake a range of simple (a-g), specialist (h-l), complex (m-n) and highly complex (o) diagnostic assessments as outlined below performed in accordance with ERS/ATS criteria:
	1. spirometry, peak flow rates, flow/volume loops
	2. gas transfer
	3. whole body plethysmography
	4. reversibility of airways obstruction with bronchodilators
	5. skin allergy tests
	6. six minute walk distance
	7. overnight sleep apnoea screen
	8. bronchial provocation tests for the diagnosis of asthma/bronchial hyper-responsiveness, (Histamine, Mannitol, Exercise-induced asthma)
	9. respiratory muscle strength assessment
	10. impulse oscillometry (IOS)
	11. exhaled and nasal nitric oxide
	12. exhaled carbon monoxide
	13. hypoxic challenge
	14. pulmonary shunt assessments
	15. full cardio-pulmonary exercise tests (CPET)
7. Record all collected data through adherence to pre-defined reporting procedures which will include:
	1. Printing of patient results ready for insertion into patient notes
	2. Uploading electronic version of reports onto the patient’s electronic medical record (eMR)
	3. Generating Excel spreadsheet for specialist lung function tests, printing and uploading onto eMR
	4. Recording all essential information onto laboratory daybook following correct procedure as outlined by senior staff
8. Maintain laboratory daybook of all patient tests dates and raw data ensuring data input is correct and generate basic activity data for use by senior colleagues when planning service development

Knowledge, Education, Training and Experience

1. To utilise knowledge gained through undergraduate science degree, experience in practice and/or higher degree to undertake respiratory and sleep clinical responsibilities and research & development roles
2. Using knowledge from undergraduate degree, experience in practice and/or higher degree teach junior healthcare professionals how to perform lung function investigations as specified in their job profile and ensure competency to undertake investigations without supervision
3. Using knowledge from undergraduate degree, experience in practice and/or higher degree and through ongoing learning opportunities, teach junior healthcare professionals how to perform sleep assessments as specified in their job profile and ensure competency to undertake investigations without supervision
4. Using knowledge from undergraduate degree and experience in practice or higher degree to teach other healthcare professionals the theory and practice of simple, specialist and complex lung function testing and sleep physiology. Other healthcare professionals including healthcare assistants, trainee nursing staff, physiotherapists, primary care professionals and junior medical staff

Communication & Relationships

1. Effectively communicate to colleagues and senior staff through means of face-to-face or electronic communication any problems associated with lung function testing and sleep assessments
2. Communicate results of simple, specialist, complex and highly complex investigations to medical colleagues
3. Effectively communicate to parents/guardians/carers of children the requirements for sleep investigations, the outcome of the test and the next steps in the care pathway including ongoing interventional requirements or the need for further investigation
4. Communicate to local, national and international research networks results of departmental research in the form of oral or poster presentations
5. Obtain brief medical history from patients to ensure all assessments undertaken are performed safely. Patient groups may include those where barriers to communication exist, such as patients with learning disabilities or whose primary language is not English
6. Explain to patients clearly and concisely how to perform the investigations requested
7. Effectively deal with patient complaints through successful negotiation and mediation under difficult circumstances
8. Liaise with ward staff to ensure the timely undertaking of lung function and sleep assessments on inpatients, including booking transport to and from the ward and ensuring patients are fit to perform the investigations requested

Service Development & Improvement

1. Undertake long term succession planning for the sleep physiology service and similarly assist the Head of Service for lung function, by using collated activity data recorded on departmental databases and investigate areas of capacity and demand
2. Identify areas for service delivery improvement, report these to the Head of Service and implement change where appropriate
3. Devise and ensure up to date standard operating procedures to ensure sleep and lung function departments fit with current best practice
4. Undertake review of departmental standard operating procedures to ensure up to date and fits with current best practice
5. Keep up to date with best practice through continual monitoring of relevant professional publications
6. Ensure equipment used in lung function and sleep assessments is functioning correctly by performing a number of calibration and validation techniques including mechanical verification and biological control procedures for quality assurance and quality control
7. Ensure the timely corrective maintenance of any faulty equipment through attempting in-house rectification for minor faults or communication with clinical engineering and/or the manufacturing company where appropriate
8. Ensure that all consumable items required to maintain an efficiently running service are kept stocked and ordering of such items when required

Financial responsibility

1. Signatory on departmental budgets with the ability to procure required items within preset limits
2. Prepare for and attend monthly finance meetings with the Head of Service and feedback to finance team on state of current budget

Leadership and Staff Management

1. Assist the head of service manage junior healthcare professionals within the lung function unit and, in the capacity of the paediatric sleep physiology assessment service manager, provide supervision for other healthcare professionals allied to the sleep physiology service such as nurses, healthcare assistants and junior doctors
2. Ensure staff are working to optimum potential through regular monitoring of staff performance and attendance via the appraisal development review process
3. Maintain standards of junior professionals and their continued professional development through regular feedback sessions and on-going review of objectives set during the appraisal development review

Research & Development

1. Assist the head of service by taking the lead on laboratory specific academic research, including devising in-house research, grant and ethics applications, in-depth analysis of data and presentation to local, national and international meetings
2. In collaboration with the head of service, negotiate with external commercial clinical trial companies regarding assessments to be performed, setup and continual running costs for trials and adherence to any quality assurance and control procedures
3. Ensure the smooth running of on-going commercial research trials within the department, including adhering to trial specific guidance and maintenance of trial specific participant log
4. Ensure invoices are sent and payment received for assessments undertaken as part of commercial research trials

Any other duties which may occasionally be designated by the Head of Service

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| **General Compliance:**1. To comply with all Trust Policies and Procedures, with particular regard to

- Risk Management - Health & Safety - Information Governance- Confidentiality - Data Quality - Freedom of Information - Equal Opportunities 1. All staff have a responsibility to comply with the current infection prevention and control policies, procedures and standards and ensure they have received an annual update on infection prevention and control issues including hand hygiene. All staff should practice and encourage appropriate hand hygiene and act professionally to ensure the hospital environment is clean, safe and tidy.
2. To perform your duties to the highest standard with particular regard to effective and efficient use of resources, maintaining quality and contributing to improvements.
3. To follow all the Trust Security policies and procedures and be vigilant to ensure the safety and secure environment for care.
4. All staff that have access to or transfers any data are responsible for those data, it must be kept secure and they must comply with the requirements of the Data Protection Act 1998 and the common law on confidentiality. All data must be kept in line with the Trust’s policies and procedures. Data includes all types of data i.e. patient, employee, financial, electronic, hard copies of printed data or handwritten data etc.
5. The post holder is responsible for data quality and complying with the policies, procedures and accountability arrangements throughout the Trust for maintaining accuracy and probity in the recording of the Trust’s activities.
6. The Trust is committed to carefully screening all staff who work with children and vulnerable adults. This appointment is therefore subject to a satisfactory Criminal Records Bureau Disclosure of the appropriate Level if required.
7. All staff will receive training on Child Protection -Safeguarding Children Policies and Procedures as part of Induction and annual updates, this will equip the post holder with the knowledge of what you will need to do if you have concerns about the welfare of a child/young person under aged 18.
8. Participate in an annual Appraisal and Development Review meeting and ensure you work towards the Knowledge and Skills Framework of the post. This is a competency framework that describes the knowledge and skills necessary for the post in order to deliver a quality service.
9. To uphold the Trust Values and Behaviour standards.
10. Perform any other duties that may be required from time to time.

**Every post holder can make a difference to a patient’s experience. You will come across patients as you walk around the hospital; we rely on all our staff to be helpful, kind and courteous to patients, visitors and each other.**This job description may be altered to meet changing service needs, and will be reviewed in consultation with the post holder. |