

Medical Student Technician Band 4

Job Description



Working together



Excellence



Openness & Honesty



Compassion

HEALTH & SOCIAL CARE NORTHERN IRELAND

JOB DESCRIPTION

JOB TITLE:	Temporary Medical Student Technician
BAND:	Band 4
LOCATION:	Northern Health and Social Care Trust
REPORTS TO:	Relevant ward based Consultant of the Week
ACCOUNTABLE TO:	Clinical Director or Operational Director

JOB CONTEXT & SUMMARY:

The role of the Medical Student Technician is a new role designed to provide opportunities for medical students to improve their technical skills in fundamental patient care, audit and quality improvement, whilst learning the skills of caring for patients and working with colleagues in the healthcare setting. They will work as an extension of the medical team; this role, in the future, will also provide an opportunity for them to engage in research, audit and quality improvement.

The Medical Student Technician will assist Clinical Staff with the care of patients as required. The post holder will carry out tasks for which they have been deemed competent during the Trust's specified training programme. He/she will support the medical staff with these tasks and work under the delegated authority of the relevant consultant of the week and their team on the wards where they are based.

KEY DUTIES / RESPONSIBILITIES

1 Professional/Clinical

- 1.1 Assist clinical staff in the delivery of care, maintaining confidentiality at all times.
- 1.2 Carry out assigned duties and clinical tasks under the direction of the Doctor, Clinical Co-ordinator or the Site Manager ensuring that the care is of a high standard



- 1.3 Prepare and maintain environments before and after procedures to a standard suitable for clinical procedures.
- 1.4 Prepare and undertake agreed clinical activities with patients:
- Take blood samples from patients, including blood cultures/transfusion samples (documenting and signing for in medical notes), label bottles, and ensure prompt dispatch to laboratories; venous blood gases. (*If competent and trained to do so*)
 - Insert and flush intravenous cannula in accordance with Trust protocol;
 - Perform ECG's
 - Obtain and test capillary blood samples (if competent/trained to do so)
 - Undertake clinical observations and complete relevant documentation, such as NEWS scores
 - Accompany consultant on post take ward rounds, list jobs of potential discharge patients, complete tasks and chase results to promote early discharge.
 - Communicating with medical staff and patient flow when results are back to speed up completion of discharge letters.
- 1.5 Support patients before, during and after activities.
- 1.6 Observe and report any changes on patient's condition and behaviour.
- 1.7 Assist trained members of the nursing team in the delivery of a high standard of patient care in the ward/department.
- 1.8 Maintain knowledge of and work in accordance with Trust policies, procedures and protocols.
- 1.9 Prioritise own workload as directed by senior staff.

2 Operational

- 2.1 Ensure that complaints, suggestions or queries are reported immediately to the Doctor/Nursing staff



- 2.2 Report accidents/incidents immediately to Nurse in charge and assist in investigation of the same.
- 2.3 Help to maintain a safe environment in accordance with the Health and Safety at Work Order (NI 1979).
- 2.4 Adhere to the Trust's policy on the wearing of uniforms.

3 Personal

- 3.1 Co-operate with duty rostering so as to ensure that adequate staffing, and optimum use of workforce is achieved.

4 Educational/Training

- 4.1 Reflect on own practise and learn from it.
- 4.2 Participate in audit, quality improvement and research as required. (This is likely to only become available in the future when the current pandemic is under control).
- 4.3 Continue to train and develop own knowledge and practice in keeping with clinical personal need.

5 Salary

Band 4 - £21,892 - £24,157 per annum (pro rata for part-time)

GENERAL REQUIREMENTS

The post holder will be required to:

1. Ensure the Trust's policy on equality of opportunity is promoted through his/her own actions and those of any staff for whom he/she has responsibility.
2. Co-operate fully with the implementation of the Trust's Health and Safety arrangements, reporting any accidents/incidents/equipment defects to his/her manager, and maintaining a clean, uncluttered and safe environment for patients/clients, members of the public and staff.
3. Adhere at all times to all Trust policies/codes of conduct, including for example:
 - Smoke Free policy



- IT Security Policy and Code of Conduct
 - standards of attendance, appearance and behaviour
4. Contribute to ensuring the highest standards of environmental cleanliness within your designated area of work.
 5. Co-operate fully with regard to Trust policies and procedures relating to infection prevention and control.
 6. All employees of the Trust are legally responsible for all records held, created or used as part of their business within the Trust including patients/clients, corporate and administrative records whether paper-based or electronic and also including emails. All such records are public records and are accessible to the general public, with limited exceptions, under the Freedom of Information Act 2000 the Environmental Information Regulations 2004, the General Data Protection Regulations (GDPR) and the Data Protection Act 2018. Employees are required to be conversant with the Trust's policy and procedures on records management and to seek advice if in doubt.
 7. Take responsibility for his/her own ongoing learning and development, in order to maximise his/her potential and continue to meet the demands of the post.
 8. Represent the Trust's commitment to providing the highest possible standard of service to patients/clients and members of the public, by treating all those with whom he/she comes into contact in the course of work, in a pleasant, courteous and respectful manner.

This Job Description will be subject to review in the light of changing circumstances and is not intended to be rigid and inflexible but should be regarded as providing guidelines within which the individual works. Other duties of a similar nature and appropriate to the grade may be assigned from time to time.

It is a standard condition that all Trust staff may be required to serve at any location within the Trust's area, as needs of the service demand.

March 2020



PERSONNEL SPECIFICATION

JOB TITLE: Temporary Medical Student Technician

BAND: 4

LOCATION: Northern Health & Social Care Trust

ESSENTIAL CRITERIA

SECTION 1: 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
Experience / Qualifications/ Registration	<ul style="list-style-type: none"> • You must be currently engaged and have completed Year 2 as a medical student at a recognised UK medical school <p>Or</p> <ul style="list-style-type: none"> • You must be currently engaged and have completed Year 1 of a recognised course in Physician Associate Studies <p style="text-align: center;"><i>You will be required to submit a letter of support from your University</i></p>
Other	<ul style="list-style-type: none"> • Flexible approach to working patterns • Responsible attitude to confidentiality • Available to work during the period 8am-8pm, 7 days per week (as required), studies permitting.

SECTION 2: The following are **ESSENTIAL** criteria which will be measured during the interview/selection stage:

Skills / Abilities	<ul style="list-style-type: none"> • Ability to use initiative • Ability to develop own knowledge and practice • Ability to meet work deadlines • Ability to work collaboratively as part of the multi professional team
---------------------------	--

As part of the Recruitment & Selection process it may be necessary for the Trust to carry out an Enhanced Disclosure Check through Access NI before any appointment to this post can be confirmed.

Successful applicants may be required to attend for a Health Assessment
All staff are required to comply with the Trust's Smoke Free Policy

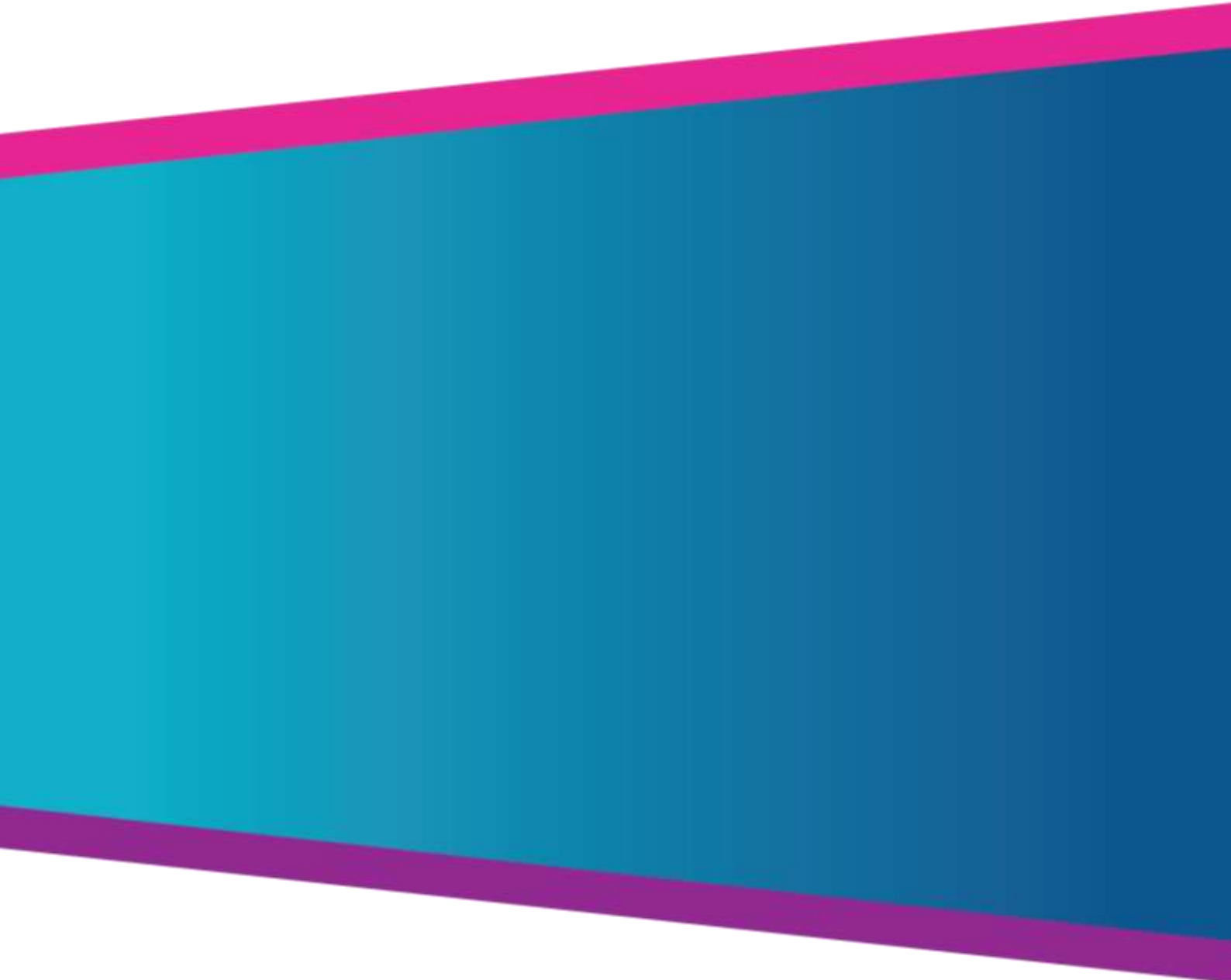
WE ARE AN EQUAL OPPORTUNITIES EMPLOYER





HSC Value	What does this mean?	What does this look like in practice? - Behaviours
<p>W</p> <p>Working Together</p>	<p>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 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>Compassion</p>	<p>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 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 well-being so that I can care for and support others
<p>Excellence</p>	<p>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 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>Openness & Honesty</p>	<p>We are open and honest with each other and act with integrity and candour.</p>	<ul style="list-style-type: none"> • I am open and honest in order to develop trusting relationships • I ask someone for help when needed • I speak up if I have concerns • I challenge inappropriate or unacceptable behaviour and practice

All staff are expected to display the HSC Values at all times



ETHER EL