

## Job Description

<b>JOB TITLE:</b>	<b>Genomics Consultant Clinical Scientist</b>
<b>DIRECTORATE:</b>	Cancer and Associated Specialties (CAS)
<b>GRADE:</b>	8c
<b>REPORTS TO:</b>	Genomics Clinical Lead
<b>ACCOUNTABLE TO:</b>	Pathology Care Group Management team

### About NUH



1. **Patients** - We will ensure our patients receive consistently high quality, safe care with outstanding outcomes and experience
2. **People** - We will build on our position as an employer of choice; with an engaged, developed and empowered team that puts patient care at the heart of everything it does
3. **Places** - We will invest in our estate, equipment and digital infrastructure to support the delivery of high quality patient care
4. **Performance** - We will consistently achieve our performance standards and make the best use of resources to contribute to an affordable healthcare system
5. **Partners** - We will support the improvement of the health of the communities we serve through strong system leadership and innovative partnerships to deliver integrated models of care
6. **Potential** - We will deliver world-class research and education and transform health through innovation

**Our values are: Caring and helpful; Safe and Vigilant for our patients and colleagues; Being Clinically Excellent and driving innovation to meet the needs of our patients; Using our Resources wisely whilst; Providing Quality products, services and experiences for staff and patients**

## **JOB SUMMARY**

To lead and be responsible on a day-to-day basis for the Rare and inherited diseases (constitutional) or Cancer services with the support of a team of Clinical Scientists, Healthcare Science assistants, associates and practitioners and to also lead on Research and Development within the Genomics service. In addition the postholder will provide specialist advice and service to the users of the laboratory. This involves working closely with the Service Manager and Clinical Lead to ensure successful development of the section in addition to its smooth day-to-day operation.

## **KEY JOB RESPONSIBILITIES**

### **Clinical**

1. To select and advise on appropriate investigative strategies in complex clinical situations, as well as to provide advice and trouble-shooting expertise, when appropriate, to the rare and inherited diseases and cancer services.
2. To discuss, advise and challenge all grades of medical and nursing and other health professional staff, including senior clinicians, on the use and complex interpretation of genomic tests, with special responsibility for their area of expertise.
3. To liaise as part of a team or individually with hospital consultants and external users of the laboratory regarding service development needs and to help and support troubleshooting any problems that arise within service.
4. To be involved in determining the best combinations of test requests, sample handling and results reporting both for the service as a whole and within their own area of expertise.
5. To assess appropriateness of requests within their area of expertise that may be referred to other specialist laboratories, to liaise with those laboratories in ensuring that perishable samples are delivered correctly and that detailed and highly technical results are reported correctly.
6. To promote the departments involvement in UK and European quality assurance and technical development schemes, monitor the quality of the laboratory service and to remain up-to-date with new developments within the rare and inherited disease (constitutional) and cancer services.

## **Professional**

1. To undertake service development and improvement in line with the Department's strategy, including the setting of service standards, evaluation and implementation of new methods, making recommendations on laboratory protocols and evaluating published research, developments and innovations.
2. To be involved in the processes required in the purchase of new equipment, liaising with commercial providers and departmental finance personnel in order to facilitate the successful implementation and validation of new equipment this further developing service provision within the Rare and Inherited diseases (constitutional) and cancer services.
3. When reporting results assess the technical and clinical validity of reports and request rechecking of results when considered appropriate and then decide on the most appropriate course of action for abnormal results. The decisions made involve gathering information from technical and medical staff within the Department as well as nursing and medical staff caring for the patient.
4. To periodically review existing assays and technologies in terms of scientific and clinical properties eg. assessing the impact of genomic platforms and methods, introduction of new assays and service provision.
5. To disseminate knowledge gained through private study and research through presentations at local and national meetings.
6. To perform the more complex analytical work of their assigned laboratory section as required, in accordance with Health and Safety policy.
7. To advance professional knowledge through personal study in order to maintain full Fellowship of the Royal College of Pathologists. To participate in continuing professional development and maintain state-registration.
8. To participate in appropriate scientific and clinical meetings within the Department and at local, regional and national level as required.
9. To be competent in using the Department's computer system for inputting data and checking, amending and commenting upon data provided by others. To be competent in the use of spreadsheets, databases, word processing and statistics packages.
10. To participate in the Trust's appraisal procedures.

## **Managerial**

1. To assist in the monitoring of internal and external quality control results taking appropriate actions to identify and correct problems. To report such problems to the management team where appropriate. To participate in Quality Assurance meetings within the Department and liaise with other senior staff to maintain and improve the quality, efficiency and value of the genomics service, ensuring compliance with nationally accepted standards (United Kingdom Accreditation Service).
2. To represent the Department at meetings with users of the specialist services for which they are responsible and provide advice relating to the development of service delivery procedures and protocols. Chair as appropriate.
3. To be involved in the appraisal and performance reviews for staff (especially pre-registration clinical scientists enrolled on the Modernising Scientific Careers training programme).

4. To represent the laboratory on local and national working groups as and when required. (including deputising for the other Clinical Scientist staff when necessary).
5. Have line management responsibility for laboratory staff.
6. Direct the recruitment of new employees as required.
7. Prepare Business cases for new service developments and lead on implementation

### **Research and Development**

1. To lead and undertake Department approved Research and Development activity as part of the Trusts' Research and Development program. To participate in the departmental Research and Development meetings, proposing new Research and Development undertakings to the Laboratory Management alongside current activity.
2. To supervise the Research and Development projects of other staff under the direction of the consultant clinical scientists.
3. To present research results and audit findings both within and outside the Department orally and in poster form, and where appropriate publish them in peer-reviewed publications.

### **Training**

1. Supervise and mentor staff, students and new appointees as appropriate, train others in specialised techniques and participate in Departmental seminars spreading knowledge acquired through study or research.
2. Participate in the training of pre-registration clinical scientists and undertake post-graduate teaching of medical, scientific and technical staff, including those studying for Royal College of Pathologists' qualification. To also participate in the teaching programme for STP trainees that rotate through the department and support them with projects and research required for their training.

### **GENERAL DUTIES**

In addition to the key job responsibilities detailed in this job description all employees at Nottingham University Hospitals NHS Trust are expected to comply with the general duties detailed below:

#### **Infection Control**

To maintain a clean, safe environment, ensuring adherence to the Trust's standards of cleanliness, hygiene and infection control.

#### **For senior/clinical managers the following statement must also be included**

The post holder is accountable for minimising the risks of infections and for the implementation of the Code of Practice for the Prevention and Control of Healthcare Associated Infections as outlined in the Health Act 2006. This includes receiving assurance of risk and embedding evidence based practice into daily routines of all staff.

#### **Safeguarding children, young people and vulnerable adults**

Nottingham University Hospitals is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff and volunteers are therefore expected to behave in

such a way that supports this commitment.

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In addition to the key job responsibilities detailed in this job description all employees at Nottingham University Hospitals NHS Trust are expected to comply with the general duties detailed below:

### **Health and Safety**

To take reasonable care to prevent injury to themselves or others who may be affected by their acts or omissions.

To co-operate fully in discharging the Trust policies and procedures with regard to health and safety matters.

To immediately report to their manager any shortcomings in health and safety procedures and practice.

To report any accidents or dangerous incidents to their immediate manager and safety representative as early as possible and submit a completed accident/incident form.

To use protective clothing and equipment where provided.

Whilst the aim of the Trust is to promote a co-operative and constructive view of health and safety concerns in the organisation, all staff must be aware that a wilful or irresponsible disregard for safety matters may give rise to disciplinary proceedings.

### **Governance**

To actively participate in governance activities to ensure that the highest standards of care and business conduct are achieved.

### **Health and Wellbeing**

Employees are expected to take all reasonable steps to look after both their physical health and mental health. To support employees to achieve this NUH offers a wide range of health and wellbeing activities and interventions. The full programme can be viewed at on the staff intranet.

Line managers are expected to encourage and support staff to look after their health and wellbeing, including the release of staff to attend health and wellbeing activities and interventions.

### **General Policies Procedures and Practices**

To comply with all Trust policies, procedures and practices and to be responsible for keeping up to date with any changes to these.

## **WORKING CONDITIONS**

Describe the post holder's normal working conditions (*such as exposures to hazards, requirement for physical effort etc*).

## **JOB REVISION**

This job description should be regarded as a guide to the duties required and is not definitive or restrictive in any way. The duties of the post may be varied from time to time in response to changing circumstances. This job description does not form part of the contract of employment.

## **Service Review**

A strategic review of all Trust services is taking place, as a result of which some services, or parts of some services, may transfer from one campus to the other. This will be decided in accordance with the most appropriate way to provide the best healthcare for patients in the future and all staff will be

fully consulted on about the impact of any such decisions.

**Job description reviewed by: Stephanie Szolin**  
**Date: Nov 2020**

