

Role Profile

Role Title	Tutor in Clinical Measurement GI Physiology
Department/Directorate	GI Function Unit, SACC Directorate
Reports to:	Chief II Clinical Measurement Physiologist
Grade	Senior GI Clinical Measurement Physiologist
Salary Scale	€44,047 - €57,738 (LSI x 2)
Job Reference Number:	40746/18
Enquiries To:	Ms Patricia Lawlor, Chief II Clinical Measurement Physiologist, Phone: 01-416-2845, E-mail: plawlor@stjames.ie
Closing Date:	Sunday 21 st October 2018

Key Duties and Responsibilities

St James's Hospital provides a comprehensive service in GI Function Testing within its local catchment population and at a national level. It is the national training centre for GI Physiology and is an Accredited Training and Service unit with the Association of GI Physiologist of Great Britain and Ireland.

Under the direction of the Chief II and Chief I GI Physiologists, the appointed Physiologist will undertake the duties appropriate to a Tutor/ Senior GI Physiologist. This is a unique opportunity for the candidate to design, develop and teach a curriculum suitable for the training of GI Physiologists within Ireland within a clinical setting. This post will allow the post holder to develop and expand their experience in supervisory and management areas, whilst continuing to provide a quality service for patients by ensuring that every patient is treated as an individual in terms of courtesy, kindness, efficiency, efficacy, and confidentiality.

This role will also involve working with a dedicated team in the GI Function Unit under the direction of the Chief II GI Physiologist. The post holder will be responsible for facilitating the teaching of students. The post holder will be involved in establishing a vision for the future of the Department with the Chief II GI Physiologist and the Clinical Director of the GI Function Unit.

GI Physiologist post is listed as part of the highly skilled eligible occupations for work visas/ permits. See <https://dbej.gov.ie/en/What-We-Do/Workplace-and-Skills/Employment-Permits/Employment-Permit-Eligibility/Highly-Skilled-Eligible-Occupations-List/> section 221

PRACTICE TUTOR

- Liaise with Practice Education Co-ordinator(s) to ensure optimum practice education learning experience.
- Organise and co-ordinate placements in the healthcare agency/agencies in liaison with the university.

- Ensure student learning contracts/placement objectives are agreed at the start of each placement, in conjunction with the Practice Educator(s).
- Participate in the clinical supervision of students during client intervention in collaboration with Practice Educator(s).
- Organise relevant tutorial, group and peer learning activities for students while on placement.
- Provide advice, support and assistance to the Practice Educator(s) in the assessment of student performance in collaboration with relevant university staff.
- Collaborate with Practice Education Co-ordinator(s) in providing support to Practice Educator(s) through mentoring and the organisation, design and delivery of CPD workshops and courses related to education and evidence-based practice.
- Contribute to teaching of specific practice education modules for students at the University prior to their commencement of practice education.
- Participate in the development and integration of practice education within the curriculum in alignment with accreditation standards of the university.
- Prepare practice education schedules and co-ordinate students assigned to practice education site(s).
- Contribute to ongoing feedback to students about their performance, in conjunction with the Practice Educator(s).
- Contribute to and attend practice education workshops and training days and any relevant committees organised by the University and the IICMS
- Actively seek and develop practice education opportunities in liaison with key stakeholders including a range of environments not previously explored within the agency/agencies.
- Facilitate communication and effective working relationships between clinical/non-clinical colleagues and the university based staff.
- Promote inter-professional learning across disciplines in the health care setting.
- Participate in the quality assurance mechanism of the student learning environment.
- Contribute to the development and promotion of multi-professional working in the delivery of patient care for the benefit of patients.

PRACTICE TEACHING

- To design, develop and teach a curriculum suitable for the training of GI Physiologists within Ireland
- Where necessary, deliver a system of training that allows for physiologist to train while working
- Liaise with IICMS to ensure that the relevant qualification awarded by an Irish third level

institution is accepted as an equivalent scientific (level 8) qualification.

- Facilitate effective learning within practice for GI Physiology students.
- Contribute to a professional practice education network. This may include the development and roll out of innovative learning methodologies, common assessment criteria, benchmarking standards for practice education, supervision models, practice teaching skills, and the use of information technology.
- Evaluate the student learning experience within practice and its contribution to the whole learning experience in conjunction with the Practice Educator(s).
- Promote and develop communication and links with a range of local services in order to develop practice education placement learning experiences.

CLINICAL SERVICE AND STANDARDS

- Set and maintain a high standard of clinical/non-clinical practice within healthcare and other settings.
- Keep abreast of research and practice developments in relevant clinical/non-clinical areas by attending seminars, conferences and post graduate courses and maintain clinical/other relevant competency.
- Ensure that privacy and dignity of the patient is respected at all times.
- Liaise with patients, carers and other health care professional to ensure a holistic approach to patient care.
- Provide for the completion of patient's treatment, when student placement ends, as appropriate
- Co-operate in the provision of clinical service as part of the GI Physiology team when placements are not being undertaken.
- Provide a comprehensive range of clinical tests within established guidelines and follow all departmental protocols as appropriate
- Perform calibration, routine maintenance and cleaning of equipment as per departmental PPG's
- Provide first line electrical and medical gas safety checking and calibration on patient testing equipment as per department PPG's
- Ensure compliance with all departmental policies such as the data collection system, current administrative procedures and health and safety guidelines.
- Participate in the in-service training programme at clinical/non-clinical sites.
- Contribute to forward planning and the development of GI Physiology services with particular emphasis to the service needs of practice education sites.
- Participate in a performance review process with line manager.

- Undertake other responsibilities as are agreed from time to time with the Chief GI Physiologist or other such person to whom he/she may be accountable.
- Duties while students are not on placement may include maintaining clinical competency through service provision, participating in research activities, audits and quality initiatives, completing CPD activities and contributing to practice education within the university.

*The above Role Profile is not intended to be a comprehensive list of all duties involved and consequently the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office. This Role Profile will be subject to review in the light of changing circumstances.

Academic/Professional Qualifications and/or relevant Experience

Required:

Candidates must:

1)

(a) Possess the BSc in Clinical Measurement Science from Dublin Institute of Technology or equivalent as confirmed by the Irish Institute of Clinical Measurement Science (IICMS).

Or

(b) Possess the Certificate in Medical Physics and Physiological Measurement (MPPM) from Dublin Institute of Technology or equivalent as confirmed by the Irish Institute of Clinical Measurement Science (IICMS).

Or

(c) Possess an equivalent relevant scientific qualification (Level 8) as confirmed by the Irish Institute of Clinical Measurement Science (IICMS).

2)

Candidates must have a minimum of 3 years satisfactory relevant post qualification experience

And

3)

Candidates must have the clinical, and administrative capacity to properly discharge the functions of the role.

Desirable:

1) Memberships of relevant professional body would be desirable

Technical/Clinical Competencies

Required:

- Ability to conduct all technical aspects of invasive GI Physiology testing, including High Resolution Manometry

Desirable:

- IT skills
- Relevant research project

SJH Behavioural Competencies		
Competency <i>Required</i>	Level Required	The following “Descriptors” are a further clarification of the behaviours required. Candidates should use these descriptors as a “guide” when assessing their suitability for this role and also when preparing an example of where they have demonstrated this competency in the past for inclusion in the required Application Form.
Quality and Safety Service	Up to Level 2	<ul style="list-style-type: none"> • Demonstrates compassion and consideration for hospital patients and families and carers at all times. • Utilises research and evidence based practices when providing services. • Shows resourcefulness, flexibility and initiative in difficult situations. • Demonstrates loyalty and commitment to the organisation. • Holds self and others accountable for high standards.
Planning and Organisational	Up to Level 3	<ul style="list-style-type: none"> • Develops operational plans and monitors performance and progress on achieving long and short term goals. • Develops and implements efficient systems and processes to ensure smooth and consistent execution of tasks. • Anticipates problems and issues and takes preventative action to address these. • Consistently plans ahead to meet important deadlines.
Communications	Up to Level 3	<ul style="list-style-type: none"> • Promotes the sharing of learning across Departments and Disciplines. • Deliver presentations to small groups on the area of their expertise. • Draws on a variety of communication methods to fit situation or circumstance. • Patiently explains things to others when asked.
Continuous Development- Personal and professional	Up to Level 3	<ul style="list-style-type: none"> • Stays abreast of new technologies/research relevant to chosen field. • Uses professional bodies to improve knowledge and resources. • Understands and develops learning opportunities, supervising and mentoring for self and others at the hospital, and in partnership with affiliated and other relevant third level institutions as appropriate.
People Management	Up to Level 3	<ul style="list-style-type: none"> • Empowers staff to carry out their responsibilities, according to the needs of the service/ department. • Monitors individual’s progress and performance against objectives. Takes corrective action and offer praise.

Proficiency in the English language

A level of proficiency in the English language, written and spoken, is a requirement of all roles within St. James's Hospital. You will be required to self-assess your proficiency level in the Standard Application Form. **In addition, your proficiency in spoken English will be assessed during the interview process appropriate to the role available.**

Particulars of Office

1. The appointment to this post will be **Permanent, Full-Time & Pensionable.**
2. Annual Leave allowance is **26 days** per annum.
3. The person appointed must not give less than **one month's notice**, in writing, of intention to resign.
4. Normal working hours will be **37 hours** per week.
5. You will be required to work the agreed roster / on call arrangements advised to you by your line manager. Your contracted hours of work are liable to change between the hours of 8.00am - 8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement.

General Conditions

1. The Hospital Board will not be responsible for the loss or theft of personal belongings.
2. Fire orders must be observed and staff must complete fire training every 2 years
3. All accidents within the department must be reported immediately.
4. In accordance with the "Safety, Health and Welfare at Work Act 2005", all staff must comply with all safety regulations.
5. St James Hospital is a smoke free Campus. Smoking is not permitted within the Hospital Buildings or on the grounds.

Confidentiality

In the course of your employment you may have access to or hear information concerning the medical or personal affairs of patients and/or staff, or other health services business. Such records and information are strictly confidential and unless acting on the instructions of an authorised officer, on no account must information concerning staff, patients or other health service business be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

Health

A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

Infection Control and Hygiene

It is the responsibility of all staff across the hospital to ensure that infection control and hygiene standards are adhered to and maintained at all times.

Recruitment Process

- Approval to Hire (VAF process)
- Hiring Manager – Role Profile
- Advertising
- Application Process (Standard Application Form)
- Shortlisting of Candidates will be based on information provided in Standard Application Form

- Interview Process
- All applicants who move to the 2nd stage of the Selection process (i.e. post interview) will be subject to Reference Checking x 2, Garda Clearance and Occupational Health Screening (Questionnaire)
- All external successful candidates who take up appointment will be required to attend a 3 day Mandatory Induction Programme.

Application Procedure:

For External Applicants

The Application Form is available under **Allied Health & Social Care section** of Careers webpage. Alternatively, please contact the Human Resources Directorate for an application form, Phone: 01 4162559 or Email: humanresources@stjames.ie

Please note closing date **Sunday 21st October 2018** for receipt of completed application forms. C.V.s will not be accepted.

A panel may be formed from which future vacancies will be filled

St. James' Hospital is an Equal Opportunities Employer