

Job Description

Job Title	Junior Radiation Therapist
Department	Radiotherapy
Reports to	Radiotherapy Services Manager
Date	2014

Overall Purpose of Job

To provide professional clinical skills in assessing, planning, and treatment delivery for assigned patients and to provide exceptional patient care in an environment where quality, respect, caring and compassion are at the centre of all we do.

Key Responsibilities and Deliverables

- Provide direct care to assigned patients and to perform techniques and routines in the specialty service area.
- Follow policy for activating an individualised plan of care for newly referred patients.
- Executes physician's orders for all assigned patients; safely and properly administer medications and treatments.
- Ensure patient is educated in the treatment procedure and related side effects. Demonstrate ability to assess patient's understanding of and compliance with instructions and health care teaching.
- Assess patients for radiation therapy side effects and provide appropriate interventions within scope of practice.
- Provide emotional support to patients and families and make appropriate referrals to community and hospital support services, such as Medical Social Work, Home Care, ICS, etc as needed.
- Use effective communication techniques and interpersonal skills to provide explanations for treatment-related procedures. Respond effectively to patient concerns.
- Deliver radiation treatment according to written prescription and treatment plan.
- Provide safety in patient care through the consistent practice of Departmental Procedures for treatment administration. Recognise deviation from prescribed treatment delivery and report all deviations to the Consultant/ RTSM/Physicist.
- Assure the quality and consistency of treatment by taking and reviewing pre-treatment verification images according to departmental procedures for patients receiving treatment.
- Collect and document data acquired during the simulation procedure. Accurately input treatment-related data into the patient management system.
- Demonstrate an understanding of the workflow patterns within the Radiotherapy Department.
- Notify appropriate nursing, medical and allied health staff to changes in the patient's status.
- Independently perform duties and assume responsibility for care of assigned patients.
- Perform or assist others to perform proper aseptic techniques, isolation procedures, and infection control measures.
- Document patient care in all assigned patient records.
- Maintain patient's privacy and confidentiality of information and records at all times.
- Adhere to internal controls established for department.
- Attend MDT meetings as required.

- Conduct daily and weekly handover with MDT when required responsible for care of patients undergoing Radiotherapy treatment.
- Perform related duties as required.
- Provide on-call coverage for the treatment of patients in emergency situations.

Clinical Responsibilities

The post holder will be familiar with and adhere to The Professional Scope of Practice IIRRT

The post holder will ensure:

- The patient's needs are individually assessed.
- The patient's families and significant others are involved as appropriate.
- Patients are cared for in the optimum clinical environment, adhering to all hospital wide policies and guidelines.
- Documentation is recorded in a professional, legible and timely fashion.

The post holder will partake in the Total Quality Management processes thereby contributing to:

- The identification of quality, policy and guideline issues.
- Perform and document daily and weekly QA activity for assigned equipment. Document findings outside the range established by Physics and informs Physics/ RTSM immediately of findings outside the normal range of operations.
- Attend Departmental QA Meetings.
- All hospital, regional and national audit processes.
- The Hospital Wide Accreditation Cycle.
- Health Promotion initiatives.

Personal & Professional Responsibilities:

The post holder is expected to:

- Attend in a timely manner all mandatory education sessions.
- Maintain a professional portfolio.
- Ensure their professional and personal persona positively reflects the profession of Radiation Therapy and Beacon Hospital.
- Utilise all practical opportunities to educate the patient and their families.
- Attend appropriate study days and courses.
- Be a supervisor to students.
- Participate in their performance review with their RTSM.

Educational Responsibilities:

Under the direction of the RTSM and Clinical Specialists the post holder will:

- Participate in the clinical induction of all new nursing, therapy and support staff.
- Assume responsibility for own learning and development needs.

Other Duties and Responsibilities:

- Utilise effective time management skills.
- Maintain professional appearance and dress code.
- Comply with guidelines for absence or tardiness.
- Attend staff meetings, read email and other postings.
- Attend all required in-services.
- All employees are expected to remain flexible to meet the needs of the hospital, which may include floating to other departments to assist as the patient needs fluctuate.
- Wear TLD and Identification badge when working.

Person Specification

Qualifications	IIRRT Registered
Experience	<ul style="list-style-type: none"> ▪ Completion of a formal radiation therapy technology program in an Irish/ EU/ or AMA-approved institution. ▪ IIR validation/ IIR course recognition. ▪ Promotion to Senior level will be based on merit and may occur at any regular annual review session once adequate experience level has been reached. ▪ Job Specific Competencies and Knowledge.
Teamwork	<ul style="list-style-type: none"> ▪ Demonstrate ability to work as part of a multi-disciplinary team. ▪ Demonstrate motivation and an innovative approach to job. ▪ Communication & Interpersonal Skills. ▪ Demonstrate effective communication skills including the ability to present information in a clear and concise manner.
Planning and Organising	<ul style="list-style-type: none"> ▪ Demonstrate flexible approach – to internal rotations, rostering, e.g. night duty, theatre on call, attitude to work.
Knowledge	<ul style="list-style-type: none"> ▪ Demonstrate knowledge of new developments in specialised area. ▪ Demonstrate knowledge of hospital policy.
Customer Focus	<ul style="list-style-type: none"> ▪ Demonstrate a focus on quality. ▪ Demonstrate evidence of ability to empathise with and treat patients, relatives and colleagues with dignity and respect.
Personal Competencies	<p>All posts in Beacon Hospital require a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore, the post holder will be required to demonstrate flexibility as and when required by their manager or hospital management.</p>

This job description is intended to be an outline of the areas of responsibility and deliverables at the time of its writing. As the Hospital and the post holder develop, this job description may be subject to review in light of the changing needs of the Hospital.

Job Description received by employee: _____

Signature Date

Name (Block Capitals)