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| **Organisation Name**  *Free text/cut and paste from a word document* |  |
| **Title of Job**  *Free text or if chosen automated population from a chosen*  *transferable role template* | Associate Cardiac Practitioner |
| **Scope of Job**  sets the context, job profile  *Free text or from automated population from chosen TRT* | Undertakes a range of non -invasive cardiac procedures.Recording & First-line Reporting Resting ECGBasic Pulmonary Function TestingMulti-modality Cardiac Arrhythmia Monitoring Hook-upPatient preparation & physiological monitoring during cardiac & cardiorespiratory exercise testsPatient & Equipment prep for:diagnostic cardiac catheterisation, interventional cardiac catheterisation, transthoracic echocardiography, transoesophageal echocardiography, stress echocardiography, cardiac device implantation, cardiac device patient evaluation, detailed pulmonary function tests, exercise ECG & cardio-respiratory exercise tests radio-isotope exercise tests |
| **Responsible to**  *Free text* |  |
| **Accountable to**  *Free text* |  |
| **Contract type and**  **working hours**  *Free text* |  |
| **Pay Grade**  *Free text* |  |
| **Career Framework Level**  *Short descriptor from Career Framework automated population from chosen TRT* | People at level 4 require factual and theoretical knowledge in broad contexts within a field of work.  Work is guided by standard operating procedures, protocols or systems of work, but the worker makes judgments, plans activities, contributes to service development and demonstrates self- development. They may have responsibility for supervision of some staff. |
| **Key Areas of Responsibility**  *Free**text* |  |

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| **Level 4 Core Competences / National Occupational Standards:** |

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| **Underpinning Principle** | **Reference Function** | **Competence** |

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| **1. COMMUNICATION** | 1.2 | Communicate effectively | GEN97  Communicate effectively in a healthcare environment  "https://tools.skillsforhealth.org.uk/hfm/?show=1.2&" |
| **2. PERSONAL & PEOPLE DEVELOPMENT** | 2.1.1 | Develop your own practice | SCDHSC0023  Develop your own knowledge and practice  "https://tools.skillsforhealth.org.uk/hfm/?show=2.1.1&" |
|  | 2.1.2 | Reflect on your own practice | GEN23  Monitor your own work practices  "https://tools.skillsforhealth.org.uk/hfm/?show=2.1.2&" |
| **3. HEALTH, SAFETY & SECURITY** | 3.5.1 | Ensure your own actions reduce risks to health and safety | IPC2.2012  Perform hand hygiene to prevent the spread of infection  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | PROHSS1  Make sure your own actions reduce risks to health and safety  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | CFAWRV1  Make sure your actions contribute to a positive and safe working culture  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  | 3.5.2 | Protect individuals from abuse | SCDHSC0024  Support the safeguarding of individuals  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.2&" |
| **5. QUALITY** | 5.1.1 | Act within the limits of your competence and authority | GEN63  Act within the limits of your competence and authority  "https://tools.skillsforhealth.org.uk/hfm/?show=5.1.1&" |
|  | 5.1.2 | Manage and organise your own time and activities | HT4  Manage and organise your own time and activities  "https://tools.skillsforhealth.org.uk/hfm/?show=5.1.2&" |
| **6. EQUALITY & DIVERSITY** | 6.1 | Ensure your own actions support equality of opportunity and diversity | SCDHSC0234  Uphold the rights of individuals  "https://tools.skillsforhealth.org.uk/hfm/?show=6.1&" |
| **B. HEALTH INTERVENTION** | B2.1 | Obtain information from individuals about their health status and needs | CHS169  Comply with legal requirements for maintaining confidentiality in healthcare  "https://tools.skillsforhealth.org.uk/hfm/?show=B2.1&" |
| **D. INFORMATION MANAGEMENT / INFORMATION AND COMMUNICATION TECHNOLOGY** | D2.4 | Maintain information / record systems | CFABAD331  Use a filing system  "https://tools.skillsforhealth.org.uk/hfm/?show=D2.4&" |
| **H. MANAGEMENT & ADMINISTRATION** | H1.3.1 | Contribute to the effectiveness of teams | SCDHSC0241  Contribute to the effectiveness of teams  "https://tools.skillsforhealth.org.uk/hfm/?show=H1.3.1&" |
|  | H2.6 | Receive and pass on messages and information | ICF:FS  IT communication fundamentals  "https://tools.skillsforhealth.org.uk/hfm/?show=H2.6&" |

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| **Role Specific Competences / National Occupational Standards:** |

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| **Underpinning Principle** | **Reference Function** | **Competence** |

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| **1. COMMUNICATION** | 1.3 | Support individuals to communicate | SCDHSC0021  Support effective communication  "https://tools.skillsforhealth.org.uk/hfm/?show=1.3&" |
| **2. PERSONAL & PEOPLE DEVELOPMENT** | 2.2.1 | Support the development of the knowledge and practice of individuals | CFAM&LDC2  Support individuals' learning and development  "https://tools.skillsforhealth.org.uk/hfm/?show=2.2.1&" |
| **3. HEALTH, SAFETY & SECURITY** | 3.5.1 | Ensure your own actions reduce risks to health and safety | GEN96  Maintain health, safety and security practices within a health setting  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | IPC3.2012  Clean, disinfect and remove spillages of blood and other body fluids to minimise the risk of infection  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | IPC4.2012  Minimise the risk of spreading infection by cleaning, disinfection and storing care equipment  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | IPC5.2012  Minimise the risk of exposure to blood and body fluids while providing care  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | IPC6.2012  Use personal protective equipment to prevent the spread of infection  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | IPC7.2012  Safely dispose of healthcare waste, including sharps, to prevent the spread of infection  "https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
| **B. HEALTH INTERVENTION** | B3.3.2 | Prepare individuals for health care actions | GEN4  Prepare individuals for healthcare activities  "https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.2&" |
|  | B3.3.3 | Move and position individuals | CHS6.2012  Move and position individuals  "https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.3&" |
|  | B3.3.4 | Prepare environments and resources for use in health care activities | GEN6.2012  Manage environments and resources for use during healthcare activities  "https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.4&" |
|  | B3.3.5 | Monitor and manage the environment and resources during and after health care actions | GEN7  Monitor and manage the environment and resources during and after clinical/therapeutic activities  "https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.5&" |
|  | B3.3.6 | Support others in providing health care actions | GEN8  Assist the practitioner to implement healthcare activities  "https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.6&" |
|  | B7 | Interpret and report on findings from investigations | CHS221  Report results from healthcare investigations  "https://tools.skillsforhealth.org.uk/hfm/?show=B7&" |
|  | B8.1 | Undertake physiological measurements | CHS19.2012  Undertake routine clinical measurements  "https://tools.skillsforhealth.org.uk/hfm/?show=B8.1&" |
|  | B8.2 | Investigate system/organ function | CHS130  Perform routine Electrocardiograph (ECG) Procedures  "https://tools.skillsforhealth.org.uk/hfm/?show=B8.2&" |
|  | B8.2 | (Contd..)  Investigate system/organ function | HCS5  Investigate the structure function or performance of an organ or physiological system  "https://tools.skillsforhealth.org.uk/hfm/?show=B8.2&" |
|  | B10.4 | Manage emergency situations | CHS163  Manage Emergency Situations  "https://tools.skillsforhealth.org.uk/hfm/?show=B10.4&" |
|  | B16.1 | Support individuals during and after clinical/therapeutic activities | GEN5  Support individuals undergoing healthcare activities  "https://tools.skillsforhealth.org.uk/hfm/?show=B16.1&" |
| **D. INFORMATION MANAGEMENT / INFORMATION AND COMMUNICATION TECHNOLOGY** | D2.1 | Collect and validate data and information for processing | HI7.2010  Collect and validate data and information in a health context  "https://tools.skillsforhealth.org.uk/hfm/?show=D2.1&" |
|  | D2.3 | Analyse data/information | HI8.2010  Analyse data and information and present outputs in a health context  "https://tools.skillsforhealth.org.uk/hfm/?show=D2.3&" |
| **G. MEDICAL DEVICES, PRODUCTS & EQUIPMENT** | G3.7 | Calibrate new and existing medical devices and products | GEN77  Perform first line calibration on clinical equipment to ensure it is fit for use  "https://tools.skillsforhealth.org.uk/hfm/?show=G3.7&" |
|  | G4.1 | Maintain equipment, medical devices and products | CHS210  Maintain healthcare equipment, medical devices and associated systems  "https://tools.skillsforhealth.org.uk/hfm/?show=G4.1&" |

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| **Facets of Role (National Occupational Standards):** |

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| **Underpinning Principle** | **Reference Function** | **Competence** |

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| **Locality Specific Competences / National Occupational Standards:** |

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| **Underpinning Principle** | **Reference Function** | **Competence** |

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|  |  | None Assigned |  |

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| **Personal Specification** |

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| **Criteria** | **Essential**  (pre-requisite for job) | **Desirable** | **Evidence**  **Application and/or Selection process**  **A and /or S** |
| **Physical requirements** |  |  |  |
| **Knowledge and skills required for post**  Education/ Qualification |  |  |  |
| **Experience,** **Previous experience relevant to the post.** |  |  |  |

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| **Skills in communication, mathematics and use of IT**  **(Employability Skills Matrix, Skills for Health 2014)** |  |

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| **Communications and Customer Care**   * Communicate effectively and appropriately with people in the workplace following detailed and/or multi-step instructions * Respond constructively to queries and complaints * Take full part in formal and informal discussions, ensuring contributions meet the needs of the audience and ask questions to clarify understanding * Analyse a range of texts, produce effective e mails, short reports, presenting information in a manner suitable for the audience. |  |  |  |
| **Mathematics**   * Select and compare information from lists, tables, e mails and charts and use appropriate mathematical method to solve identified problems and assist with clinical trials, audits or research projects as required. |  |  |  |
| **Use of IT**   * Use IT to meet identified needs and plan work effectively, maintaining confidentiality. |  |  |  |

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| **Team working skills and attributes**  **(Employability Skills Matrix, Skills for Health 2014)** |  |

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| **Working with Others**   * Work with others towards achieving shared goals, learning from mistakes and being open to the opinion of others including service users * Receive and give constructive feedback |  |  |  |
| **Solving Problems**   * Assess situations and identify the root cause of a problem * Evaluate different points of view on the basis of facts. * Use theoretical and practical knowledge to solve problems and make decisions. |  |  |  |

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| **Personal: personal skills, qualities, values and behaviours**  **(Employability Skills Matrix, Skills for Health 2014)** |  |

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| **Demonstrate positive attitudes, values and behaviours**   * Demonstrate honesty, integrity care and compassion at all times, and maintain the dignity and confidentiality of the service user * Take care of your personal health, including hygiene and appearance * Show interest in your work and be prepared to make suggestions * Recognise and reflect on your own work and value other peoples�. |  |  |  |
| **Be responsible**   * Be responsible and accountable for your own actions, including, when appropriate, taking the lead in supporting others in the team. * Manage your work/life balance, and attend work as required on time. * Understand your rights and responsibilities at work, comply with health and safety and equality policies, practices and procedures. * Understand your responsibility to identify and raise any issues relating to the service with more senior staff. * Understand and respect confidentiality in relation to service users * Plan and manage time and resources to achieve personal and team goals * Assess, weigh and take steps to minimise and manage risk |  |  |  |
| **Be adaptable**   * Be open and positive in response to change. |  |  |  |
| **Learn continuously**   * Take responsibility for your own learning and be willing to continuously learn and grow assessing personal strengths and areas for development and setting own learning goals * Identify, access and make use of appropriate learning sources and opportunities * Plan for and work towards the achievement of your learning goals. |  |  |  |