|  |  |
| --- | --- |
| **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* |  |

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

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

|  |  |  |  |
| --- | --- | --- | --- |
| **1. COMMUNICATION** | 1.2 | Communicate effectively | GEN97Communicate 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 | SCDHSC0023Develop your own knowledge and practice"https://tools.skillsforhealth.org.uk/hfm/?show=2.1.1&" |
|  | 2.1.2 | Reflect on your own practice | GEN23Monitor 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 | IPC2.2012Perform hand hygiene to prevent the spread of infection"https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | PROHSS1Make sure your own actions reduce risks to health and safety"https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | CFAWRV1Make 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 | SCDHSC0024Support 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 | GEN63Act 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 | HT4Manage 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 | SCDHSC0234Uphold 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 | CHS169Comply 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 | CFABAD331Use a filing system"https://tools.skillsforhealth.org.uk/hfm/?show=D2.4&" |
| **H. MANAGEMENT & ADMINISTRATION** | H1.3.1 | Contribute to the effectiveness of teams | SCDHSC0241Contribute 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:FSIT communication fundamentals"https://tools.skillsforhealth.org.uk/hfm/?show=H2.6&" |

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

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

|  |  |  |  |
| --- | --- | --- | --- |
| **1. COMMUNICATION** | 1.3 | Support individuals to communicate | SCDHSC0021Support 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&LDC2Support 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 | GEN96Maintain health, safety and security practices within a health setting"https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | IPC3.2012Clean, 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&" |
|  |  |  | IPC4.2012Minimise the risk of spreading infection by cleaning, disinfection and storing care equipment"https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | IPC5.2012Minimise the risk of exposure to blood and body fluids while providing care"https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | IPC6.2012Use personal protective equipment to prevent the spread of infection"https://tools.skillsforhealth.org.uk/hfm/?show=3.5.1&" |
|  |  |  | IPC7.2012Safely 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 | GEN4Prepare individuals for healthcare activities"https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.2&" |
|  | B3.3.3 | Move and position individuals | CHS6.2012Move 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 | GEN6.2012Manage 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 | GEN7Monitor 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 | GEN8Assist the practitioner to implement healthcare activities"https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.6&" |
|  | B7 | Interpret and report on findings from investigations | CHS221Report results from healthcare investigations"https://tools.skillsforhealth.org.uk/hfm/?show=B7&" |
|  | B8.1 | Undertake physiological measurements | CHS19.2012Undertake routine clinical measurements"https://tools.skillsforhealth.org.uk/hfm/?show=B8.1&" |
|  | B8.2 | Investigate system/organ function | CHS130Perform routine Electrocardiograph (ECG) Procedures"https://tools.skillsforhealth.org.uk/hfm/?show=B8.2&" |
|  | B8.2 | (Contd..) Investigate system/organ function | HCS5Investigate 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 | CHS163Manage Emergency Situations"https://tools.skillsforhealth.org.uk/hfm/?show=B10.4&" |
|  | B16.1 | Support individuals during and after clinical/therapeutic activities | GEN5Support 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 | HI7.2010Collect and validate data and information in a health context"https://tools.skillsforhealth.org.uk/hfm/?show=D2.1&" |
|  | D2.3 | Analyse data/information | HI8.2010Analyse 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 | GEN77Perform 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 | CHS210Maintain healthcare equipment, medical devices and associated systems"https://tools.skillsforhealth.org.uk/hfm/?show=G4.1&" |

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

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

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | None Assigned |  |

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

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

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | None Assigned |  |

|  |
| --- |
| **Personal Specification** |

|  |  |  |  |
| --- | --- | --- | --- |
| **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.** |  |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **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.
 |  |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **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.
 |  |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **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.
 |  |  |  |