Academic Clinical Fellow
Job Description

Change History:

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Prepared By	Date	Approved by	Date
S. Rogers	16/10/2023		

Independent Vascular Services Ltd - Job Descriptions

Academic Clinical Fellow

Base: Any IVS site.

Full time: Basic – 37 hours/week based on a 60:40% clinical to academic ratio. The academic:clinical ratio will be up or down titrated (maintaining a 1.0 WTE) as dependent on revenue/grant funding as determined by the Director of Research. The candidate may be required to work additional hours (e.g., on-call, evening, or weekend clinics) as determined by the Director of Research.

Accountable to: Director of Research (RD) and supervisory team (determined by DR)

Job purpose:

1. Diagnosis of vascular disease using ultrasound.
2. Write accurate reports and ensure reports are forwarded to the referring clinician with recommendations clearly displayed when necessary.
3. Participate in CPD & other developmental activities
4. Teach new trainees or other clinicians about vascular investigations by lectures and/or demonstrations.
5. Arrange inpatient and outpatient appointments.
6. Supports the Director of Research (DR) and Research Manager (RM) in all aspects of the IVS service.
7. To secure external funding and undertake a PhD.
8. Attends regular update meetings with DR & RM.
9. Reports back to the RM and the DR if necessary.
10. Assists with the setup and running of new research projects, writing grant applications and producing research imaging protocols.
11. Produce research material to present at local and national conferences.
12. Promote research within IVS Ltd and encourages participation from other staff.
13. Training VSU staff to perform research scans.
14. Assist in moving forward the application of both tomographic (3D) and contrast enhanced ultrasound.
15. Collecting and analysing data.
16. When required, as directed by DR or RM, to assist in manuscript preparation for journal publication.

Competencies:

1. Clinical

1.1 Competent in a full range of non-invasive investigations of all vessels in the vascular tree. Requiring an extensive knowledge of vascular anatomy, physiology, haemodynamics and the variations caused by previous surgery or disease. Namely must be competent for independent scanning of carotid artery disease, abdominal aortic aneurysm (inc. Endovascular Aneurysm Repair), peripheral artery and venous scanning of both upper and lower limbs (inc. Deep Vein Thrombosis).

1.2 Can use a wide range of non-invasive ultrasound equipment (E.g. Mindray, Philips, GE, Siemens, Sonosite, Toshiba etc).

1.3 Maintain high levels of concentration, fine manual dexterity and hand-eye co-ordination skills necessary to produce accurate imaging and measurements.

1.4 Responsible for reporting and distributing accurate concise reports and when necessary, providing clinicians with recommendations for further investigation or referral to a vascular specialist.

1.5 Occasionally required to discuss results with clinicians and advise on further investigations required or available treatments. This may involve attending the Multidisciplinary Team Meeting (MDT).

1.6 May be expected to provide technical support for clinicians allowing ultrasound guided cannulation of veins or arteries.

1.7 Is responsible for patient care (e.g. arranging inpatient/outpatient appointments, direct discussion with patients about investigations, helping patients transfer to examination couches or toilets, administration of oxygen, dealing with open wounds, occasionally body fluids such as blood, vomit or excrement). Some patients may be high risk intravenous drug users (IVDU), HIV and MRSA positive patients.

1.8 Occasionally expected to discuss investigation requests and results with clinicians and patients. Required to deal with emotional patients (e.g. stroke, amputees, pseudoaneurysms and patients about to undergo operations)

1.9 Required to travel to outreach clinics or to wards and thus move clinical equipment, requiring moderate physical effort and good time management skills.

1.10 Undertakes routine tasks to ensure the clinical areas are a clean and safe environment.

1.11 Expected to attend theatre to monitor patients and to be aware of basic theatre procedures.

1.12 Complete and maintain competence of Intermediate Life Support and Mandatory Training (including fire safety, moving and handling, infection control etc).

2. Non-clinical

2.1 Is computer literate and helps to maintain the vascular studies unit database system.

2.2 Is computer literate and helps to maintain the IVS database.

2.3 Responsible for communicating by email in line with IVS's Email Policy. AVS must regularly check emails to ensure they are aware of any changes to services.

2.4 Responsible for checking their own Rota using RotaCloud website or app and monitor any Rota changes by email.

2.5 Responsible for adding patient details and results to the IVS database, reporting and ensuring distribution of examination results to Consultants and other referring practitioners.

2.6 Jointly responsible for making patient appointments, forwarding letters to patients and changing appointments on the telephone.

2.7 Responsible for safe use and maintenance of ultrasound equipment.

2.8 Responsible for reporting any clinical or non-clinical incidents using the IIIRS.

2.9 Responsible for adding patients and results data to the database system, reporting and ensuring distribution of test results to consultants and other referring practitioners.

2.10 Jointly responsible for maintaining computerised database system and paper filing system.

3. Education, Research & Audit

3.1 Required to complete Continuing Professional Development (CPD) activities and provide evidence for this on the Society of Vascular Technology (SVT) website. Failure to do so may result in the loss of Accreditation status.

3.2 Required to attend and actively take part in monthly one to one meetings with their Manager.

3.3 Occasionally required to teach trainees or clinicians (of all levels) in the use of ultrasound techniques by talks, lectures or practical demonstrations/workshops.

3.4 Jointly responsible for accurate collection of data for audit purposes. May be asked to prepare data for presentation.

3.5 Offers technical support for internal and external research projects, which may require additional training. Such as preparation of a study protocol.

3.6 Will independently manage the day to day running of studies as directed by the DR or RM. Such as booking appointments, consenting, data collection, analysis and data management.

3.7 Ensure prompt reporting of studies on IVS database and informing DR and accounts department when studies complete for prompt billing of any study as directed by RM.

3.8 Occasionally required to contribute to the publication and presentation of scientific papers at local or national meetings.

3.9 Will apply for, and successfully obtain external funding for the completion of a PhD fellowship by month 12 of employment.

3.10 Will apply and successfully register (following interview) to undertake a PhD in Cardiovascular Science with the Division of Cardiovascular Surgery, Faculty of Medicine, Biology and Health, The University of Manchester under the tutelage and supervision of the DR and other academics from Manchester Academic Vascular Research and Innovation Centre (MAVRIC).

4. Professional

4.1 Must ensure they remain a member of the SVT and renew their membership each year.

4.2 Must ensure they maintain personal indemnity insurance via the Society of Radiographer by renewing each year

4.3 Must achieve 30 CPD points over a 3-year period to remain accredited (where applicable).

4.4 Maintain CPD for The Society for Vascular Technology of Great Britain and Ireland and where relevant, the Health and Care Professionals Council and/or the Academy for Healthcare Science.

5. Health & Safety

All staff must:

5.1 Take care of their own safety and others who may be affected by their actions or omissions.

5.2 Adhere to IVS, Trust, University and Departmental Health and safety Policies and use any equipment or personal protective equipment provided to ensure safety.

5.3 Co-operate with their managers to maintain safe systems and safe workplaces.

5.4 Report any accidents/incidents or ill health, failings in premises, equipment or personal protective equipment on the IIRS.

5.5 Not interfere with any equipment provided to ensure Health and Safety.

5.6 Not attempt to carry out tasks or repairs beyond their competence and without approval from the DR or RM.

5.7 Ensure a safe environment for patients and staff by adhering to the Health & Safety at Work Act 1974.

5.8 Report clinical and non-clinical incidents through the IVS and Hospital reporting systems (both).

This is not an exhaustive list of duties and the post holder maybe asked to undertake additional duties appropriate to the grade as defined by senior management. This role specification indicates the main functions and responsibilities of the post and is subject to change in line with service demands following appropriate consultation. All post holders are subject to an annual appraisal.

Working conditions – Academic Clinical Fellow/Clinical Vascular Scientist additional information

Mental effort

Prolonged periods of concentration when performing investigations, analysis and writing reports. Frequently interrupted for advice on patient investigations or research studies.

Physical effort

Pushing heavy equipment within the unit to perform examinations. Moving, lifting or pushing portable equipment to wards, theatres and external contracts. Frequent requirement to sit in one position whilst scanning or analysing 3D scans (and other data/imaging) for long periods. Patient transfer to examination couch or toilet, may involve hemiplegic or amputation patients.

May be required to run or act quickly in an emergency situation due to patient illness. Frequency could be as much as once per month.

Environmental factors

Exposure to body fluids, tissue, drugs, open wounds and body odours. Frequent exposure to patients who are considered to be infective (i.e. MRSA, C-difficile). Exposure to patients who are intravenous drug abusers who may have open wounds or abscesses and maybe Hepatitis or HIV positive. Occasional travel to outreach clinics using own vehicle and transporting portable equipment.

Emotional effort

Exposure to distressing or emotional circumstances – dealing with patients who have had a stroke or had a recent vascular graft failure or are about to loose a limb. Frequently required to reassure patients who may be nervous about investigations or about to undergo an operation.

Written by:	S. Rogers
Position:	Director of Research

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