



National Maternity Hospital
Founded in 1894



PERSON SPECIFICATION

&

JOB DESCRIPTION

Medical Scientist – Anatomical Pathology

NMH.IE CAREERS QR CODE



NATIONAL MATERNITY HOSPITAL
DELIVERING THE FUTURE

NATIONAL MATERNITY HOSPITAL
ABOUT US, OUR MISSION AND VISION

THE HOSPITAL

The National Maternity Hospital is one of Europe's largest maternity hospitals and a leading provider of maternity, women's health and reproductive care, established over 130 years ago. Our expert multidisciplinary team is dedicated to providing the highest standard of care to women and their families, through a range of services including maternity, women's health and neonatology. Over the years subspecialties have expanded to include expert, evidence-based care for women and babies incorporating fetal medicine, maternal medicine, anaesthetic care, perinatal genetics, perinatal mental health and bereavement care, pathology, radiology.

Our women's health services have also expanded exponentially and our gynaecology team treats over 10,000 outpatients annually. Our colposcopy service is funded by the National Cancer Screening Service and has one of the largest units in Europe. We have also developed specialist services catering for urogynaecology, gynaecological cancer, complex menopause care, paediatric adolescent gynaecology, pain management, fertility and also transgender care.

The Neonatal Intensive Care Unit is recognised as a national tertiary referral centre for care of very premature babies and sick infants, with expertise in all advanced therapies such as neonatal therapeutic hypothermia. The hospital is also contributing to the National Neonatal Transfer Service which offers a national 24 hour service for the nineteen maternity units in Ireland.

The NMH established a community midwifery service in 1998, offering domino birth, early transfer home programmes and homebirth. This service covers Dublin and North Wicklow and continues to be the busiest community midwifery service in Ireland. Over the decades, the hospital has built up an international reputation for undergraduate and postgraduate training and education for the multidisciplinary team of healthcare providers in all related specialties. Staff are also able to avail of extensive professional development which is facilitated in association with our education providers including University College Dublin and the Royal College of Surgeons of Ireland.

MISSION STATEMENT

Our mission is to be the driving force in the improvement of maternity, neonatal and gynaecology services. We aim to promote high performance through corporate and clinical governance to achieve best outcomes for everyone who avails of our services.

VISION

We aim to deliver a first-class, high quality, patient-focused service by providing safe and effective care by skilled professionals, delivered in a cost effective manner.

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"Delivering the future"

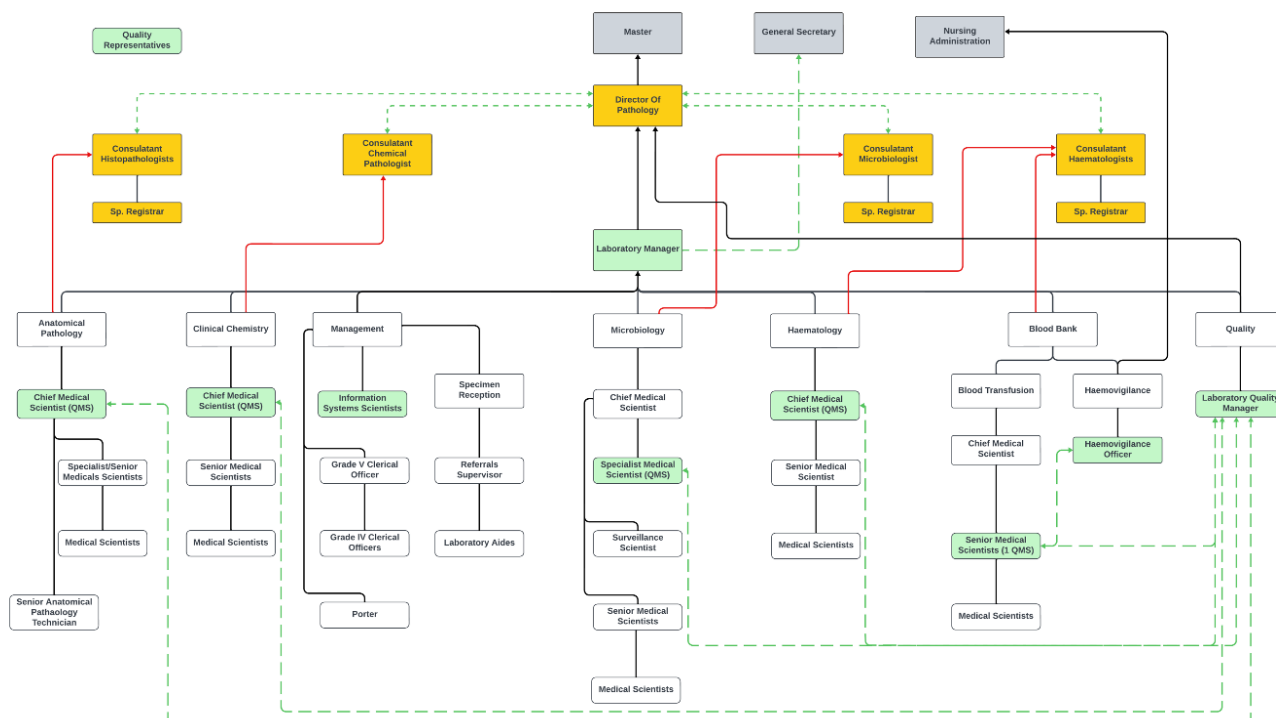
THE PATHOLOGY AND LABORATORY MEDICINE DEPARTMENT

The Department of Pathology and Laboratory Medicine is committed to providing the best standard of care to the patients of the National Maternity Hospital. The department provides a comprehensive diagnostic laboratory service for women requiring antenatal, perinatal and gynaecological care including infertility assessment. The department also serves the needs of the neonatal intensive care unit.

The departmental organisational chart is depicted below

Convention for organisational chart:

1. Black lines indicate Direct reporting relationships and flow up the chart
2. Red Lines indicate Direct and Clinical reporting relationships and flow in the direction of the arrow
3. Green Lines indicate liaison relationships and flow in the direction of the arrow



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The National Maternity Hospital
Vita Gloriosa Vita ~ Life Glorious Life

WHY WORK AT THE NMH?

STAFF BENEFITS INCLUDE:

	FLEXIBLE WORKING / WORK LIFE BALANCE: • Exceptional Annual leave allowance • Recognition for long service (once off 5 extra A/L days for 25years service) • Access to flexible working options • Access to Career Breaks & Sabbaticals • Family Friendly Policies
	SUSTAINABILITY: • Access to bike to work tax saver scheme • Access to Annual tax saver travel tickets • The NMH was the 1st ISO accredited Maternity Hospital in Ireland
	FINANCIAL: • Generous statutory defined benefit Pension scheme (including for monthly AVC's) • Paid Sick Leave • Fully Paid Maternity Leave • Employee Discounts (through staff app & WRKIT app) • Subsidised Staff Restaurant with access to a hot meal Mon - Sun • Access to Health Service Staff Credit Union • Financial Planning advice and support (through our EAP service and Pension team) • Access to Parking • Death in Service payment
	EDUCATIONAL: • Access to co-funding for relevant courses • Access to paid study leave • NMH Staff App • Access to The NMH's eLearning Hub & App • Alumni Network
	WELLBEING: • Social Committee • The NMH are in partnership with WrKit who offer a number of wellbeing supports • Drop in clinics with our Occupational Health team • Employee Assistance Programme • Employee Schwartz Rounds

JOIN US

DEVELOP
WITH US

EXCEL
WITH US

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PERSON SPECIFICATION

Job Title: Medical Scientist Anatomical Pathology

Grade: Medical Scientist

Department: Anatomical Pathology

Report to: Chief Medical Scientist Anatomical Pathology

Responsible to: Laboratory Manager and Consultant Histopathologists

FACTOR	ESSENTIAL	DESIRABLE
QUALIFICATIONS	• Please see overleaf for professional qualifications, experience required as per Health Service Executive	3 rd level qualification in which modules in Histopathology were studied.
EXPERIENCE (DURATION & TYPE)	• Supervised Clinical Placement in a Clinical Pathology Laboratory.	• Experience in preparation and examination of histology specimens. • Have partaken in emergency on-call rotas.
SKILLS/ABILITIES	• Demonstrate the ability to participate in and contribute to the Histology laboratory team. • Excellent team player • Have excellent interpersonal skills and a high capacity for responsibility and individual initiative. • Excellent organisational and communication skills • Ability to react appropriately in certain situations	• Competence in histology • Competence in the use of immunohistochemistry • Demonstrate adaptability to the rapid changes taking place in the health services.
KNOWLEDGE & UNDERSTANDING	• Be aware of issues involved in the provision of a modern Histology service. • Understand quality control criteria • Be familiar with the accreditation criteria and objectives of ISO 15189.	• Be familiar with laboratory information systems. • Be familiar with current health and safety legislation as it pertains to the laboratory
CARING ATTRIBUTES	• Must possess caring and empathetic qualities and demonstrate these attributes in the course of employment.	

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Person Specification

Qualifications

1. Statutory Registration, Professional Qualifications, Experience, etc.

(a)	Candidates for appointment must:
(i)	Be registered, or be eligible for registration, on the Medical Scientists Register maintained by the Medical Scientists Registration Board at CORU.
OR	
(ii)	Applicants who satisfy the conditions set out in Section 91 of the Health and Social Care Professionals Act 2005, (see note 1 below*) , must submit proof of application for registration with the Medical Scientists Registration Board at CORU. The acceptable proof is correspondence from the Medical Scientists Registration Board at CORU confirming their application for registration as a Section 91 applicant was received by the 30 th March 2021.
AND	
(ix)	Have the requisite knowledge and ability (including a high standard of suitability and professional ability) for the proper discharge of the duties of the office.
AND	
(x)	Provide proof of Statutory Registration on the Medical Scientists Register maintained by the Medical Scientists Registration Board at CORU before a contract of employment can be issued (Applicable to Section 38 applicants only).

2. Annual registration* (Applicable to Section 38 Applicants only*)

(i)	On appointment practitioners must maintain annual registration on the Medical Scientists Register maintained by the Medical Registration Board at CORU
AND	
(ii)	Practitioners must confirm annual registration with CORU to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC).

3. Health

Candidates 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.

4. Character

Candidates for and any person holding the office must be of good character.

Note 1*

Section 91 candidates are individuals who qualified before 31st March 2019 and have been engaged in the practice of the profession in the Republic of Ireland for a minimum of 2 years fulltime (or an aggregate of 2 years fulltime), between 31st March 2014 and 31st March 2019 are considered to be Section 91 applicants under the Health and Social Care Professionals Act 2005.

Note 2*

For information in relation to the type of applicants go to:

<https://coru.ie/health-and-social-care-professionals/registration/what-kind-of-applicant-am-i-/>

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J O B D E S C R I P T I O N

JOB TITLE:	Medical Scientist: Histology
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Grade: **Medical Scientist**

Department: **Histology**

Report to: **Chief Medical Scientist Histology**

Responsible to: **Laboratory Manager and Consultant Histopathologists**

RESPONSIBILITIES & ACCOUNTABILITIES (in no particular order of priority)

Main purpose of the job

- The post holder will participate in the analytical work of the Anatomical Pathology Department, and any work appropriate to the position, and perform all duties to the highest standard as determined by the laboratory management team.

Principal duties and responsibilities

General

- Maintain throughout the Hospital awareness of the primacy of the patient in relation to all Hospital activities.
- Participate in implementing a clinical laboratory service that supports the clinical needs of the patients
- Participate in the implementation of operational processes to the standards of 'best practice', in order to optimise use of resources
- Participate in the implementation of a 'quality management' programme which is patient centred and which measures and audits performance and client satisfaction.
- Actively participate in and promote continuing education and research activities consistent with the position
- Comply with relevant procedures, methods and standards.
- Participate in training staff as required.
- Promote open communications throughout the Hospital.
- Demonstrate behaviour consistent with the Values of the Hospital.

Specific

- Perform work to the highest standards, as determined by the Laboratory Management Team.
- Be responsible for the quality of their work and carry out their duties in accordance with Hospital policy.

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- Ensure that all samples are processed in accordance with standard operating procedures.
- Observe the strictest confidence when dealing with all aspects of patient or Hospital information.
- In co-operation with the Laboratory Management team, participate in the introduction of new ideas and methods according to hospital policy.
- Participate with the Chief Medical Scientist and other Senior Scientific staff in facilitating the training of students of relevant courses.
- Co-operate in evaluating assays, equipment, consumable items and research projects.
- To participate in continuing education and/or training programmes as required by the Laboratory Management Team.
- Ensure that policy relating to the Histology Laboratory record keeping is followed.
- Participate as required in the registration and stock level of laboratory reagents and materials
- Receive and record details of mishaps, complaints and defects in supplies and equipment, investigate the circumstances with appropriate team members and take the necessary action and report findings as required, and as determined by the Chief Medical Scientist
- Participate as required in the provision of appropriate statistical and management information.
- Participate as required in developing the laboratory information system for the Department.
- Participation is encouraged in out-of-hours laboratory emergency work according to hospital policy.

Regulation

- Maintain registration with the Medical Scientists Registration Board
- Adhere to and uphold the code of conduct and ethics of the Medical Scientists Registration Board
- Act in compliance with GDPR legislation

Health and Safety

- Participate in ensuring that effective safety procedures are in place to comply with the Safety, Health at Work Act as within hospital policy.
- Assist and co-operate with Laboratory Management Team in following procedures for preventing and managing accidents occurring in the Laboratory area

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Quality

- The Department is accredited to ISO 15189.
- Operate to the standards laid down in the Quality Manual and associated procedures.
- Participate with initiatives involved in the implementation of the ISO 15189 quality management system.
- Ensure adherence to all codes of, and guidelines relating to, professional practice including the maintenance of Quality Assurance standards and accreditation.
- Participate as required with initiatives involved in the implementation of quality management programmes.

Review

- Achievement of laboratory and personal objectives is facilitated by review.

Any other duties deemed appropriate to the post. Please note that the duties of this post may change over time.

FLEXIBILITY:

This post requires 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 on occasion as and when required by their manager.

DIGNITY AND WELFARE OF PATIENTS:

As a health care provider all staff are expected to behave towards patients in a caring, professional and responsible manner. In line with the national/hospital Trust in Care policy it is the duty and responsibility of all employees of the National Maternity Hospital, including this post holder, to report any concerns for the safety and welfare of patients to their line manager or head of department.

DIGNITY AT WORK:

All members of staff at the National Maternity Hospital have a right to be treated with dignity and respect and to work in a safe environment which is free from all forms of bullying, sexual harassment and harassment. Thus all staff of the National Maternity Hospital, including this post holder, have a responsibility to help maintain such a working environment. All employees must comply with the national/hospital Dignity at Work policy and ensure that their behaviour

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does not cause offence to fellow workers or any person with whom they come into contact during the course of their work.

CONFIDENTIALITY:

In the course of his / her employment, the person appointed may have access to or hear information concerning the medical or personal affairs of patients or staff or other health service business. Such records or information are strictly confidential and unless acting on instructions of an authorised officer on no account must information 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/destroyed in accordance with policy when no longer required.

DRESS CODE / UNIFORM:

Attire and personal appearance must, at all times, conform to a standard the Hospital considers appropriate. Staff attached to certain departments may be required to wear a uniform or other protective clothing. Where applicable any such requirements as detailed by the immediate supervisor must be adhered to at all times.

HYGIENE:

Being a health institution hygiene plays a central role in maintaining a clean and healthy environment for our patients, visitors and staff. All employees of the National Maternity Hospital must always be mindful of their responsibility to maintain a high standard of hygiene including personal hygiene and as part of their role within the hospital.

HEALTH AND SAFETY:

The Hospital is committed to providing a healthy and safe working environment for all staff. Each staff member has a legal obligation to carry out his/her duties in a safe and responsible manner in line with the Hospital policy as set out in the Hospital's safety statement, which is available in each department and on the hospital's intranet site and must be read and understood by all staff.

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HEALTHCARE ASSOCIATED INFECTIONS (HCAIs):

In order to reduce the risk of HCAIs, compliance with Infection Prevention and Control policies and the attendance at infection control training, are essential for all staff members. It is paramount that each staff member practice good hand hygiene techniques. Staff members have a responsibility to report any obstacles to maintaining high standards of Infection Control and hand hygiene to their line manager or Infection Control Team

QUALITY:

To ensure the provision of the highest possible quality of service to our patients, all employees at the National Maternity Hospital have a responsibility to ensure adherence to and participation in internal and external quality control and assurance programmes on an ongoing basis.

Note: This job description is an outline of current broad areas of responsibility and accountability and should not be regarded as a comprehensive listing. As the role develops in the Hospital this job description may be reviewed in light of possible new structures and/or changing needs of the Hospital.

TERMS AND CONDITIONS

TENURE:

This is a Permanent contract of employment.

REMUNERATION:

Remuneration is in accordance with salary scales approved by the Department of Health / Health Service Executive. The salary scale for this post currently ranges from €43,674 to €69,159 per annum, the last point on this scale are Long Service Increments (which apply every 3 years respectively) of the Medical Scientist salary scale 01/01/2024. Assimilation onto the scale is based on relevant work experience and in accordance with circular 17/2013 for existing permanent employees. Payment is made on a monthly basis by credit transfer.

HOURS:

35 hours per week, exclusive of unpaid rest breaks.

ANNUAL LEAVE:

28 working days per annum.

SUPERANNUATION:

Membership of a superannuation (pension) scheme is compulsory. Superannuation contributions at the appropriate rate (approximately 6.5% of basic salary) will be payable in accordance with the provisions of the determined superannuation scheme. Further information will be issued upon appointment to the role.

RETIREMENT AGE:

Retirement age will be determined by the superannuation scheme a new employee is aligned to. Further information will be issued upon appointment to the role.

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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.

GARDA VETTING:

The National Maternity Hospital is committed to providing the highest standard of care for our patients together with providing a working environment which recognises and values the right that each staff member and each patient to be treated with dignity and respect.

Satisfactory Garda (Police) vetting is therefore a condition of employment for this position. It is expected, **in advance of taking up this post** with the National Maternity Hospital, that you will have fully disclosed all information pertaining to any convictions recorded against you in the Republic of Ireland or elsewhere, or a statement of all convictions and/or prosecutions, successful or not, pending or complete, in the State or elsewhere as the case may be. Failure to do so will result in instant dismissal.