

Specialist Decontamination Systems Engineering Technician



Function:	Hard FM - Healthcare
Job:	Specialist Decontamination Systems Engineering Technician
Position:	Technician
Job holder:	
Date (in job since):	
Immediate manager (N+1 Job title and name):	Estates officer
Additional reporting line to:	
Position location:	Manchester NHS Foundation Trust (CMFT)

1. Purpose of the Job

- Assisting the Decontamination Systems Manager (Authorised Person) or his deputy, in providing and developing a maintenance, validation and quality control programme for the Manchester Trust.
- The decontamination equipment will be used in the provision of sterile services, provided by the Trust for Theatres, Delivery Suites, Accident and Emergency, Dental practices and other, outlying, off-site clinical services departments and also including Clinical Science Laboratory discard of effluent Autoclaves

2. Dimensions – Point out the main figures / indicators to give some insight on the “volumes” managed by the position and/or the activity of the Department.

Revenue FY13:	€tbc	EBIT growth:	tbc	Growth type:	n/a	Outsourcing rate:	n/a	Region Workforce	tbc
		EBIT margin:	tbc						
		Net income growth:	tbc			Outsourcing growth rate:	n/a	HR in Region	tbc
		Cash conversion:	tbc						

Characteristics

- Add point

3. Organisation chart – Indicate schematically the position of the job within the organisation. It is sufficient to indicate one hierarchical level above (including possible functional boss) and, if applicable, one below the position. In the horizontal direction, the other jobs reporting to the same superior should be indicated.

Estates officer (Decontamination Manager)

Assistant Decontamination Manager

Specialist Decontamination Systems Engineering Technician

4. Context and main issues

- To carry out the mandatory weekly, quarterly and annual testing procedures on a large range of decontamination equipment and carryout maintenance and repairs, in accordance with current NHS standards and CMFT requirements.
- At the request of the Help Desk, or Management Officer the Technician may be asked to break off from his allocated work and undertake an emergency or urgent repair task.
- All Engineering Technicians carry bleeps / mobile phones to enable immediate contact in case of emergency.
- These emergency or urgent tasks are very varied and the information on which the response is made, is often vague. Many of these tasks are Health and Safety related.
- The frequency of these interruptions varies dependent on the location of the allocated work being undertaken but can be taken as occurring on a daily basis.
- The post holder carries a pager and mobile phone and is required to be immediately available at all times (Decontamination Services Department DSD, operates 24 hours per day, 7 days per week)
- Upon receiving a call at any hour, the post holder must respond at the earliest opportunity, attending site within 30 minutes wherever possible.
- When attending site he will be the first person to respond and must assess, make safe or repair and manage the task adhering to departmental policies and procedures

5. Main assignments

- Manage your own work in the servicing, repair, calibration and validation of decontamination equipment systems.
- To carry out the mandatory weekly, quarterly and annual testing procedures on large porous load sterilizers and laboratory autoclaves, in accordance with current NHS standards and requirements.
- To carry out the mandatory weekly, quarterly and annual testing procedures on washer disinfectors, in accordance with current NHS standards and requirements.
- To carry out the mandatory weekly, quarterly and annual testing procedures on Automated Endoscope Reprocessors, in accordance with current NHS standards and requirements
- To use data loggers in conjunction with laptop computers and licensed software to provide test and validation reports and interpretation of test results.
- To undertake the maintenance and carry out servicing, fault diagnosis and analysis and repair procedures of complex Clean Steam Generators and Reverse Osmosis water treatment plant.
- To provide water samples for laboratory analysis.
- To undertake the maintenance and carry out servicing, fault diagnosis and repairs procedures of ancillary plant associated with Sterilizers, Autoclaves, Washer Disinfectors, Automated Endoscope Reprocessors and Ultrasonic Washers.
- To carry out decontamination / disinfection of contaminated equipment in hazardous and unpleasant environments.
- Undertake the maintenance, fault diagnosis and repair of steam, water, electrics, condensate, pneumatic and compressed air systems associated with decontamination equipment. Investigating the underlying causes of breakdowns or failures and identify and undertake remedial action as deemed necessary.
- Undertake work in hazardous areas and with hazardous substances, taking all safety measures to prevent danger and injury to oneself, colleagues, patients and staff and to prevent damage to equipment.
- Carry-out the roles and responsibilities of the Competent Person (Decontamination) CP(D) and Participate fully in the operation of a 'Permit to Work' system for all decontamination equipment, as described in HTM 01 – 01.

- Participate in the operation of a 'Permit to Work' system for all services carried out within the Clinical and Research Laboratories.
- Set out, manufacture, assemble, install and commission minor new installations, working from drawings, specifications manufacturer's instructions and verbal instructions as appropriate.
- Isolate supplies and undertake minor works to mechanical or electrical systems, beyond the post holders core trade with due regard for Health & Safety
- Identify and requisition spare and replacement parts, stores and materials, as necessary.
- Provide records of validation for the Users and ensure that statutory records, plant history and test record information is up to date.
- Liaise with manufacturer's service engineers regarding machine locations, installations, design issues and access, as required.
- Liaise with departmental management personnel responsible for decontamination / sterilization regarding access for maintenance and any malfunction issues.
- Participate in the Labour Management Scheme (currently NHS scheme) completing work dockets, time sheets and other paperwork as required by the User's.
- Undertake on-call duties as part of an on-call team to provide emergency repairs and urgent attendance to issues occurring outside of normal working hours.
- At the request of management, work overtime to undertake emergency repairs.
- Understand the relationship between their own work and that of other trades and grades of staff.
- Instruct others on aspects of their work relating to their original trade.
- Understand the statutory requirements and codes of good practice relevant to their duties to ensure full compliance with both these and the requirements of the Health & Safety at Work Act, at all times.
- Attend training / seminars etc. to continue development of the position.
- Provide training / advice for others on aspects of current standards / requirements relating to Decontamination systems, policies and procedures.

6. Accountabilities

Ensure that the client - DSD Services, remain operational. Ensure the client is compliant with all relevant standards (HTM, BS etc) Maintain a safe and secure environment.

7. Person Specification – Indicate the skills, knowledge and experience that the job holder should require to conduct the role effectively

- A Degree in either electrical, mechanical, electronic or biomedical engineering with significant experience of working with either medical or electronic equipment including fault finding down to component level and calibration and testing of medical/electronic equipment.
- OR
- HNC / HND in either electrical, mechanical, electronic or biomedical engineering and significant experience of working with either medical or electronic equipment including fault finding down to component level and calibration and testing of medical/electronic equipment.
- Significant experience of work related to Medical Devices or electronic equipment.
- City & Guilds certification (or equivalent) in:-
 - 225912 Testing transportable steam sterilizers
 - 229508 Testing of bench-top vacuum steam sterilizers
 - 229506 Testing of large porous load sterilizers
 - 229513 Yearly and Revalidation testing of large porous load sterilizers
 - 229511 Testing washer disinfectors to HTM 2030

8. Competencies – Indicate which of the Sodexo core competencies and any professional competencies that the role requires

<input type="checkbox"/> Growth, Client & Customer Satisfaction / Quality of Services provided	<input type="checkbox"/> Leadership & People Management
<input type="checkbox"/> Rigorous management of results	<input type="checkbox"/> Innovation and Change
<input type="checkbox"/> Commercial Awareness	<input type="checkbox"/> HR Service Delivery
<input type="checkbox"/> Employee Engagement	
<input type="checkbox"/> Learning & Development	

9. Management Approval – To be completed by document owner

Version	2	Date	24.04.18
Document Owner	PW		