



## CPD Profile

1.1 Full name: Laboratory Manager

1.2 Profession: Biomedical Scientist

1.3 Registration number: BS XXXX

## 2. Summary of recent work/practice

I am a Laboratory Manager employed in an acute Trust. My key responsibilities are for the effective management of the operational and business aspects of the Pathology Directorate. I am required to monitor and improve the performance of the Directorate to meet changing service delivery requirements and the Trust's operational and strategic targets. This means I lead on drafting the annual business plan, budget management and staff management and have responsibility for the delivery of the pathology services in line with contractual agreements, whilst maintaining pathology accreditation standards and meeting cost efficiency targets. I work closely with Trust staff and in partnership with external stakeholders for future development of our services. I am responsible for quality and risk management for the laboratory in relation to compliance with Clinical Governance.

I have recently been responsible for ensuring clearance of outstanding non-critical non-compliances with Clinical Pathology Accreditation (CPA) and preparing the department for two-yearly CPA cycle inspection. This involved establishing a clinical incident reporting system, quality manual and created a departmental quality management team to deliver the Quality Management System.

I have implemented a standardised Personal Development Plan (PDP) and appraisal system linked to KSF (Knowledge and Skills Framework) across all pathology departments. I currently participate in the steering group for the potential rationalisation of the regional pathology services in line with recommendations of the Carter review 'Modernising Pathology: Building a Service Responsive to Patients'.

Total words: 232  
(Maximum 500)

## Personal statement

### **Standard 1 - a registrant must maintain a continuous, up-to-date and accurate record of their CPD activity**

As a Chartered Scientist licensed by the Institute of Biomedical Science (IBMS) I have to demonstrate active participation in CPD activities which is achieved by the Institute's CPD scheme. This ensures that I have a means of recording my professional activities and achievements in a formal way to demonstrate standards of competence required by the Science Council. I have achieved CPD Diploma IV from the IBMS. I am now working towards my Diploma V (see evidence 1).

### **Standard 2 – a registrant must identify that their CPD activities are a mixture of learning activities relevant to current or future practice**

As a Fellow of the Institute of Biomedical Science and a Chartered Scientist I have attained a high level of academic and vocational attainment in my professional practice as a biomedical scientist. The award of Chartered Scientist reflects best practice in science and is aimed at those for whom scientific knowledge and practice is an essential element of their role. In time I may consider pursuing a professional doctorate or an Advanced Diploma offered by the Institute of Biomedical Science.

The IBMS CPD scheme encourages activities from both the *vocational* category (employer focussed) and *personal* category (individual focussed). My CPD activities include attendance at IBMS credited CPD meetings (*vocational* category) and my roles on professional/regulatory bodies (*personal* category). The latter is classified by IBMS as *non-accredited* CPD activity. I also undertake relevant journal club reading and reflective learning on my work experiences, such as my secondment in the Trust to a more clinically orientated directorate (see evidence 1).

I have recently undertaken training in project management and leadership training as part of a Trust wide initiative. I have attended workshops in relation to Clinical Pathology Accreditation (CPA) and National Occupational Standards (NOS) (See evidence 2).

In order to be an effective member of the steering group looking at the potential rationalisation of the regional pathology services, I have sourced various documents in order to increase my knowledge of the Carter review of pathology services (see evidence 3).

I have attended a day for Human Tissue Authority (HTA) training of specialist assessors as the HTA mean to inspect mortuaries and post mortem facilities as part of the licensing requirement. As Trust lead I felt it important to attend to ensure the department meets the requirements of the Act and gain an insight into the inspection process (see evidence 4).

I have a number of professional roles that provide opportunities for CPD through the exposure to new situations, networking and training. These are:

- Partner with Health and Care Professions Council as a member of Conduct and Competence Committee Panels and Investigating Committee Panels
- Assessor with Clinical Pathology Accreditation (CPA) UK Ltd
- External Assessor for examination of trainee Biomedical Scientists on behalf of the Institute of Biomedical Science
- Assessor with UK National External Quality Assurance Scheme

I also participate in update conferences on my role-related activities and have chaired sessions of IBMS Congress as part of the scientific and management programme. The above training courses and my voluntary participation in the professional roles listed above have enhanced my personal and professional development and therefore my effectiveness in my role as a Laboratory Manager.

**Standard 3 - a registrant must seek to ensure that their CPD has contributed to the quality of their practice and service delivery**

**Standard 4 - a registrant must seek to ensure that their CPD benefits the service user**

I participate in a wide range of activities that provide the opportunity for personal and professional development. Self-directed learning such as JBL maintains or increases my knowledge base in relation to biomedical science and ensures it is current to my profession. Some of the training I undertake (project management and leadership) is specific to projects or areas of work in which I am engaged, and may generally be regarded as ensuring I have the necessary knowledge and skills to deliver service objectives. The following examples illustrate how my CPD meets standards 3 and 4.

**1. Managerial Role**

Establishing a clinical incident reporting system, quality manual and creating departmental quality management team to deliver the Quality Management System has directly improved the service to local users by ensuring more efficient and effective operational activities.

Attending HTA training day for specialist assessors gave me a greater understanding of how to comply with the Human Tissue Act and the requirements of specialist assessors. As Trust lead it will enable me to ensure that the Trust and Department meet the requirements of the Act. It has highlighted areas that need to be reviewed within the Trust, particularly with regard to the consent process. As a specialist assessor I will be able to carry out visits to other Trusts, thus widening my experience and giving me the opportunity to bring examples of good practice back into my own Trust. All this should benefit service users (see evidence 4).

**2. Participation in Working Groups**

The NHS is currently undergoing a huge change agenda, and pathology services have particular initiatives, the impact of which requires careful consideration. It is important therefore that my CPD activities not only develop my own professional practice, but also ensure that I am able to make judgements and decisions that

are appropriate to the service user requirements. Reflective practice is a critical part of all these activities with regard to identifying my personal learning aims and relevance to my managerial role. This was used to my benefit when I was seconded to a more clinical area of the Trust and was able to observe a more patient focussed approach to addressing service issues (see evidence 5).

The management and leadership training has improved my professional practice by equipping me with the appropriate skills (see evidence 6)

Participating in workshops for CPA, NOS and the Pathology Modernisation Steering Group helps to inform the process for developing these in terms of their application to service delivery requirements and future development of staff with the appropriate knowledge and skills. The benefit to service users is that future trends are discussed and implications for change considered in the context of delivery future healthcare (see evidence 2 and 7).

### **3. Professional Roles**

Developing my knowledge of CPA and national occupational standards enables me to be more objective towards the implications of these and how they may (or may not) be a benefit to service delivery, staff development and related activities. Being a member of assessor panels for NEQAS and CPA has provided me with opportunities to experience other work practices and enabled me to conduct a critical review of internal quality assurance and related quality measures in my department. Changes brought about by the review have resulted in greater efficiency and enhanced the service delivery to users (see evidence 8).

My professional roles with the HCPC, CPA, IBMS and UKNEQAS enable me to use my professional knowledge provide opportunities to review the currency of my knowledge and maintain it through areas of professional practice that are outside my role as a laboratory manager but which nevertheless help to support my professional scope of practice and improve my personal practice. For example, acting as an external verifier for the completion of the IBMS registration portfolio provides me with an opportunity to visit other laboratories and review approaches to pre-registration training that may differ from my own laboratory. I can then consider their potential to benefit to the training of my own staff and hence the quality of service delivery (see evidence 9).

Working as a partner with regulatory and professional bodies enables me to have an input to future developments of the regulatory framework (that protects the public) or to enhance the role of biomedical science and its practitioners. For instance, participating in the scientific programme at Congress as a delegate and chairman of one session enabled me to participate actively in discussions around the presented topics and exchange information around that may benefit other attendees (see evidence 10).

Total words 1334  
(Maximum 1500)

#### 4. Summary of supporting evidence submitted

<b>Evidence number</b>	<b>Brief description of evidence</b>	<b>No of pages or description of evidence format</b>	<b>CPD standards that this evidence relates to</b>
1	Annual submissions for CPD activities, including participation in scientific programme at Congress	4 pages	Standards 1
2	Certificates of attendance and reflective practice to demonstrate learning experience from the CPA and NOS workshops.	4 pages	Standards 2, 3 and 4
3	Notes made from sourcing documents on Pathology Modernisation	4 pages	Standards 2, 3 and 4
4	Certificate of participation (Human Tissue Authority Specialist Assessor Training) and reflective sheet	2 pages	Standard 2, 3 and 4
5	Extracts from reflective diary from time spent in another clinical directorate	4 pages	Standards 2, 3 and 4
6	Programme for project management and leadership courses	2 pages	Standard 2, 3 and 4
7	Minutes of Pathology Modernisation Steering Group and personal action points.	5 pages	Standards 2, 3 and 4
8	Critical review of internal quality process (summary sheet with recommendations)	2 pages	Standards 2, 3 and 4
9	Reflective practice as an external verifier	2 pages	Standards 2, 3 and 4
10	Reflective diary extracts from Congress	2 pages	Standards 2, 3 and 4