

**Job Description**

<b>TITLE</b>	EMBRYOLOGIST	<b>GRADE:</b>	<b>9</b>
<b>FUNCTION/AREA</b>	EMBRYOLOGY DEPARTMENT		
<b>REPORTING TO</b>	LEAD / REGIONAL LEAD EMBRYOLOGIST		

**PURPOSE OF THE ROLE**

Essential provider of consistent and high standard clinical Assisted Reproduction Technique services to Bourn Hall Clinics.

**MAIN INTERFACES**

**INTERNALLY:** Interdepartmental contacts: Medical function, Nursing function, Business Support Services staff and all other employees of Bourn Hall Clinics.

**EXTERNALLY:** Patients, Clinicians / Nurses / Embryologists from other units, donor semen banks, couriers.

**KEY TASKS & RESPONSIBILITIES**

- To perform basic day-to-day duties in the embryology laboratory, potentially including some advanced embryology techniques.
- To achieve HCPC registration.
- To ensure an excellence of care for all gametes and embryos in the laboratory.
- To participate in regular ongoing quality control of laboratory equipment.
- To continually strive to advance the patient experience/success and identify and suggest areas where improvements can be made.
- To support the lead/senior embryologists in achieving long term operational goals.
- To participate in embryologists meetings and to share ideas, best practice and results across the group.
- To help promote their specific unit by presentation at external and in-house meetings and attendance at patient open days/support groups.
- To support the Clinical Science function and other Bourn Hall Clinic UK IVF centres by their willingness to work at other sites.
- To participate in an On Call rota.
- Jointly responsible for local annual objectives, and where possible group-wide objectives.
- To input into periodic reviews of embryology services ensuring up-to-date techniques are being used.
- To keep abreast of current developments in the field of embryology and andrology by attendance at conferences/workshops and journal review, to make suggestions for new treatment types / methods / systems.
- To strive for continual improvement in laboratory standards, equipment and success.
- To write, review and amend embryology Standard Operating Procedures (SOPs) / Work Instructions (WIs) they have ownership of.
- To assist with equipment and process validation including periodic reviews.
- To participate in scientific research, both in-house and as a collaborator, and publish findings.
- To bring forward creative ideas to help improve the Science Function, or any part of the clinic to enhance patient treatment/care.
- To train and oversee the training of new staff in accordance with BHC SOP's, best practice and relevant guidelines from professional bodies.

- To develop, motivate, coach and provide advice and mentorship to trainee embryologists.
- To participate in HFEA and in-house audits.
- To assist with laboratory visitors including media.
- To participate in ad hoc training and support of Bourn Hall International staff, including overseas visits.

## **MANAGEMENT/ LEADERSHIP**

Jointly responsible for encouragement and training of junior embryologists.

## **ACCOUNTABILITY AREA**

As part of a team responsible for providing consistent high standard ART services to the ACU.

## **AUTONOMY & AUTHORITY**

Freedom to make treatment recommendations based upon test results, and intermediate recommendations during treatment.

Responsible for daily patient specific decisions, such as assessing embryo fate i.e. transfer, cryopreservation, disposal.

Freedom to suggest procedural changes for subsequent discussion, approval and implementation.

## **FUNCTIONAL KNOWLEDGE/ BUSINESS EXPERTISE**

Founded upon sound academic knowledge, extensive in-house and vocational training, continually updated via a CPD programme, journal reviews, conference attendance and membership of professional bodies, ensuring that the highest quality, up to date and appropriate treatment options are available to our patients. To keep abreast of current thinking and treatment innovations within the profession.

## **PROBLEM SOLVING**

Often complex and multifactorial, e.g. considering patient specific factors, fundamental physiological and scientific principles, using job experience and knowledge of up to date results, theories and opinions.

## **NATURE & AREA OF IMPACT**

Patients; performance and quality of service can impact directly on treatment outcome affecting position in HFEA league tables and ultimately business success.

In-House; provision of accurate data, e.g. storage billing lists to accounts and associated financial implications.

## **INTERPERSONAL SKILLS**

As a member of a small team, interpersonal skills are encouraged, to ensure the smooth running of the department.

Patient contact requires the ability to convey complex, scientific information in an appropriate manner.

The ability to communicate effectively with both internal and external colleagues of all disciplines and levels in a professional manner.

## SPECIAL PROJECTS

To participate in trials and research projects when required.  
Participation and completion of further education courses as required by BHC/HFEA and or for CPD programme.

## CANDIDATE'S PROFILE

### EDUCATION/PROFESSIONAL EXPERIENCE

BSc. In Life Sciences.  
Minimum of 2 years experience in Human Embryology.  
A Clinical Scientist state registered with the CPSM.

### LANGUAGES

English

### SKILLS & COMPETENCIES

A licensed ICSI practitioner competent in a wide range of ART techniques including: IVF, IUI, gamete and embryo cryopreservation, PESA/TESA, routine semen assessments.

## APPROVALS

JOB HOLDER:		DATE:	
LINE MANAGER:		DATE:	