



Where is Amicus going on Job Profiles?

There is unsurprisingly a great thirst for information on the progress with the Job Evaluation profiles produced as a result of Agenda for Change. The regularly updated Status Report is the most comprehensive and contemporary report on the 'state of play' produced by any trade union. However, due to its format of presenting the information in a clear and concise manner it cannot necessarily tell the full picture regarding progress on profiles. This report is meant to be read in conjunction with the Status Report (February 2004) and give a more complete picture on developments and our future work.

How are profiles produced?

The steps in the development of a profile are as follows:

- Completion of Job Analysis Questionnaire (JAQ) by postholder(s), usually with the assistance of job analyst(s) to ensure all information included and accurate.
- Evaluation of JAQ(s) by the JEWP profile sub-group ('the profile group').
- Draft profile prepared by 1 profile group member on basis of JAQ and reviewed (sometimes more than once) by whole profile group to ensure consistency of assessment against factor level definitions and other similar profiles.
- Distribution via Staff Side to relevant staff side organisation for comment.
- Consideration of comments by profile group and revision of profile.
- Submission of revised profile to Staff Side for agreement to publish. Possible return to profile group with questions or comments from Staff Side for further review.

The box above details the process for the production of a profile. Members may perceive that sometimes this is taking an inordinate amount of time. As you can see the process is quite arduous. The Job Analysis Questionnaire (JAQ) is 38 pages long and we are committed to providing peer support for colleagues undergoing this process. Our process for conducting this work is as follows:

- Work with Lead Reps and/or Professional bodies to identify profiling gaps in professions and/or levels of practice or responsibility.

- Obtain agreement through Staff Side that work in this area should proceed.
- Identify postholders who may fill identified gaps and dispatch job evaluation materials.
- Receive completed Job Analysis Questionnaires (JAQs) and peer assess contents with Lead Reps and/or Professional bodies and then submit JAQs to the Job Evaluation Working Party (JEW) Profiling Group.
- Receive draft profiles and submit comments from Lead reps and/or Professional Bodies on contents.
- Receive re-drafted profiles and decide whether to submit additional comments or agree (sign off) profiles.
- If profiles agreed produce matching advice and guidance.

Nursing, Midwifery and Health Visiting

Amicus believes that the main career roles have been evaluated. What remains to be done is to evaluate enhanced or specialist roles. Amicus is working with the RCN and Unison to co-ordinate our work.

In **health visiting** we have identified postholders undertaking both enhanced or specialist roles. JAQs have been issued and some have been returned completed. The CPHVA Labour Relations Committee is 'peer assessing' contents and these will be shortly submitted for evaluation.

In **school nursing** we have identified a postholder to complete an evaluation for a specialist role. We are discussing with the colleague's Trust time off to complete the JAQ.

In **district nursing** we understand work on evaluating a District Nurse CPT is taking place in Hereford PCT. Work on enhanced and specialist roles will be discussed with our other Union colleagues.

We will be discussing with our other Union colleagues' additional work in **practice nursing** and with **nurse practitioners**.

We are working with the Mental Health Nurses Association to identify postholders to be evaluated for higher level **Community Psychiatric Nurse** roles. This will be discussed with our other Union colleagues. The Early Implementer sites agree there is a need for such a profile.

In **Theatre Nursing** we have worked with the National Association of Theatre Nurses and identified theatre nurses undertaking higher level roles and/or responsibility for evaluation. Additional work is currently being undertaken at Aintree. We will assess the outcome of this additional work and determine whether to put forward these colleagues for evaluation.

Healthcare Science

Profiles for **Medical Engineering** and **Medical Physics** have recently been published. We believe that certain specialist areas e.g. Renal Technicians or Mold Room Technicians can map across on these profiles. However this assertion will have to be tested in the Early Implementer sites.

We are confident that we will soon be in a position to agree a range of profiles for **Clinical Physiologists**. There are issues relating to whether we can map groups like Vascular Scientists or Audiologists across on these profiles or whether we need to undertake separate evaluations.

We are working with the Society of Clinical Perfusionists on draft profiles for **Clinical Perfusion**.

Members are completing JAQs to produce additional profiles for **Medical Illustration/Photography** and a complete career range for **Rehabilitation Engineers**.

JAQs have been submitted to produce profiles for **Optometry**.

We hope that we will shortly be in a position to agree principal and consultant level profiles for **Maxillo Facial Prosthetist and Technicians**.

We are working on draft profiles across the career range for **Anatomical Pathology Technicians**.

We are working with the National Association of Phlebotomists on additional work to capture higher level roles in **Phlebotomy**.

Amicus is assessing with the Association of Medical Laboratory Assistants the feasibility of creating an **Assistant Practitioner Biomedical Sciences** profile.

We have submitted JAQs for Specialist, Highly Specialist and Consultant (based on the Advanced Practitioner) level Biomedical Scientist roles in **Pathology**. The Director of Pathology has been agreed but is awaiting publication pending discussions on profiles that are evaluated beyond Band 8d.

We are working with the Hospital Physicists Association on an additional draft profile for a **Senior Principal Clinical Scientist (Medical Physics)**.

We are working with the Federation of Clinical Scientists and professional bodies on draft profiles for **Healthcare Scientists in Cytogenetics**. Amicus is seeking to evaluate a technician's role in this area and generalise profiles across similar area e.g. molecular genetics.

Members are completing JAQs to produce a complete career range of profiles for **Genetic Counsellors**.

Pharmacy

Amicus is supporting the work of the Association of Pharmacy Technicians on a range of draft profiles for **Pharmacy Technicians**.

The DOH has agreed to produce a draft **Chief Pharmacist** profile following representations from Amicus/Guild of Healthcare Pharmacists. A profile for a **Pre Reg. Pharmacist** awaits discussions on how to evaluate training roles.

The previously published profile **Specialist Pharmacist (e.g. Renal/Oncology)/Section Manager** has yet to be successfully matched against any postholder and Amicus is proposing that this is now withdrawn.

Speech and Language Therapy

A JAQ had been completed by **an Assistant Practitioner Speech and Language Therapy**. Peer assessment is being co-ordinated by the Royal College of Speech and Language Therapists.

Amicus has proposed that there is a separate evaluation for **Bilingual Co-workers**. Postholders are currently being identified to undergo evaluation.

Professions Complementary to Dentistry

In **dental nursing** JAQs are being completed for enhanced and specialist (e.g. oral hygiene) roles and managerial (JAQ completed) roles in Dundee and Cardiff.

There is no agreement on the draft profiles for **Dental Therapists**. Professional advisors at the DOH support the case that Amicus is making and we are now charged with meeting with senior officials from the DOH's pay branch to work out a way forward.

Work on the **Dental Hygienist** profile is being led by Unison.

Family of Psychology & Other Professions in Mental Health

Discussions on the draft profile for a **Consultant Clinical Psychologist/Managerial Lead for Psychology Services** continue.

Amicus is seeking to map **Counselling, Occupational and Health Psychologists and Child Psychotherapists** across on the psychology profiles.

Family Therapists are seeking to map across on the psychology profiles. Amicus is working with the Association of Family Therapists on who this can be achieved. Our assertions in this respect will have to be tested in the early implementer sites.

JAQs from **Adult Psychotherapists** have now been submitted to JEWPs.

JAQs for **Arts Psychotherapists** in enhanced, specialist and managerial roles have been submitted. Draft profiles are expected soon.

JAQs for **Counsellors** are being co-ordinated by Unison and 'peer assessed' through the relevant professional body.

Chaplaincy

Amicus/College of Healthcare Chaplains have identified possible technical problems with the **Chaplain Team Manager** profile that may prevent it being matched to postholders. This is clearly undesirable and we are currently determining the best way to proceed.

Estates

Amicus is currently preparing comments on draft profiles for a **Works Officer, Engineering Maintenance, Section Manager** and **Operational Manager, Engineering Maintenance**.

A JAQ for a typical **Estates Officer Grade 5** is almost ready for submission to JEWPs.

Administration and Clerical

Amicus has established a contact group to conduct this work. We are working with Unison to determine how best to proceed and identifying benchmark jobs.

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