

## Overview

This standard is about positioning individuals and producing supplementary and additional mammographic images where required. Key people are those involved in the individual's care and others involved in provision of services. Users of this standard will need to ensure that practice reflects up to date information and policies.

## Produce supplementary and additional mammographic images

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### Performance criteria

*You must be able to:*

1. check the mammography machine for safety and optimal performance before use
2. ensure the environment is conducive to maintaining the privacy and dignity of the individual
3. check the identification details before commencing the procedure in accordance with local policies and procedures
4. communicate with the individual / key people to facilitate their understanding of and co-operation with the examination
5. establish the individual's capacity to understand the procedure with the help of key people if necessary
6. obtain valid consent for the procedure in accordance with national and local guidelines
7. explain the procedure in a manner which encourages the individual to relax and co-operate with the requirements of the procedure
8. respect the individual's privacy, dignity, wishes and beliefs
9. assess the individual's emotional needs and respond appropriately
10. check relevant information relating to the individual and use it to identify the appropriate images required for the procedure in consultation with relevant professionals and following local protocols
11. ask appropriate targeted questions relating to the individual history and any presenting symptoms
12. consider a range of accessory mammography equipment to aid positioning appropriate images
13. consider the supplementary and additional positioning techniques necessary to optimally demonstrate the area of interest within the breast
14. communicate the steps involved during positioning the individual
15. produce supplementary and additional mammographic images in accordance with current standards
16. ensure that the images are checked for diagnostic quality and a decision made to repeat the imaging where necessary
17. ensure that the individual is advised of the reporting procedure and given any necessary additional information
18. correctly and permanently label the images with the individual's identification before processing or storage

19. recognise where help or advice is required and obtain this from appropriate sources

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**Knowledge and understanding**

*You need to know and understand:*

1. legal, organisational and policy requirements relevant to your role, the role of others in your organisation and the activities being carried out
2. the relevant national and local standards, guidelines, policies and procedures that are available and how and when they should be accessed
3. the importance of respecting individuals' culture, privacy, dignity, wishes, beliefs and decisions
4. the limitations of your own knowledge and experience and the importance of operating within your scope of practice
5. the roles and responsibilities of other team members
6. the importance of obtaining valid consent in line with national and local guidelines
7. the purpose of the breast diagnostic and screening services
8. the quality assurance programmes in symptomatic, assessment and breast screening services
9. local policy and protocol for arranging and working with a chaperone
10. the importance and implications of correct individual identification
11. the changes in images, physical appearance or feel of breast tissue as a result of age, surgery, hormonal state, medication or radiotherapy
12. the anatomy, physiology and pathology of the breast, axilla, subcutaneous tissues and associated structures
13. basic signs and symptoms of breast cancer
14. the importance of accurate labelling according to local protocols
15. how images should be correctly displayed
16. the anatomy and physiology of the human body
17. the pathophysiology of breast disease
18. basic radiation physics and x-ray imaging
19. the risks of work-related disorders and how to minimise the risks
20. the reasons why the responsibility for confirming equipment is in good working order rests with the user
21. the functions, specifications and performance characteristics of mammography machines and picture archiving and communication systems (PACs)
22. where and how to access previous records and images and how

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- to add further information
23. the features of mammographic equipment and the imaging process
  24. the importance of reporting faults and malfunctions promptly and the correct procedures for reporting these
  25. the importance and implications of selecting the correct imaging view
  26. importance of good infection control processes and how to apply them
  27. the local procedures for checking mammography equipment and picture archiving and communication systems (PACs) and the importance of undertaking these on a regular basis
  28. the relevant information which should be sought and recorded
  29. what creates artefacts on images and the importance of avoiding their presence
  30. how to adapt communication styles, ask questions, and listen carefully in ways which are appropriate for the needs of the individual
  31. methods of communicating difficult and complex information to individuals and key people
  32. the importance of providing individuals and key people with opportunities to ask questions and increase their understanding
  33. the information that should be given to individuals before, during and on completion of the examination
  34. the need for the individual's compliance throughout the procedure and the factors which might influence that compliance
  35. the various ways in which distress and discomfort may be presented and identified and an understanding of the strategies for handling these
  36. the need to optimise the radiation dosage received by the individual
  37. the factors which influence the exposure setting
  38. the result reporting procedures and the importance of giving timely and accurate information to the individual
  39. the radiographic standards for the production of the optimum diagnostic mammogram
  40. techniques to optimise positioning of the breast to overcome physical constraints
  41. techniques to optimise positioning when imaging the augmented breast

42. the importance of minimising any unnecessary discomfort, and how to do so
43. procedures relating to recording, collating and preparing appropriate information, documentation and images for transfer or storage according to local protocols
44. how to keep full, accurate and clear records in line with organisational procedures

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**External Links**

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):  
Dimension: HWB6 Assessment and treatment planning

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<b>Developed by</b>	Skills for Health
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<b>Status</b>	Original
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<b>Originating Organisation</b>	Skills for Health
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<b>Original URN</b>	SFHM8
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<b>Relevant Occupations</b>	Health Professionals; Health Associate Professionals
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<b>Suite</b>	Breast Screening and Assessment
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<b>Keywords</b>	radiography; mammography; mammogram; clinical; imaging;
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