UNIVERSITY HOSPITAL
BIRMINGHAM NHS FOUNDATION
TRUST

October 2017

JOB DESCRIPTION

JOB SPECIFICATION:
CONSULTANT IN RHEUMATOLOGY
UHB NHS Foundation Trust vision

To deliver the best in care

OUR PURPOSE

To provide leading edge healthcare for the people and communities we serve locally, nationally and internationally by delivering excellence in patient care through clinical expertise, research, innovation, teaching, training and support services.

OUR VALUES

Respect

We respect each other at all times with regard to age, disability, gender, position, race, religion and sexual orientation through professionalism and courtesy, treating all patients, colleagues, visitors, carers, communities and others as they would wish to be treated.

Responsibility

We take personal and collective responsibility to do the best we can, working towards agreed individual and Trust-wide goals and expect to be held accountable and to challenge poor performance.

Honesty

We are open, have integrity and are inclusive in our engagement and our decision processes.

Innovation

We strive to be responsive, creative and flexible; always looking for ways to do things better. We trial new ideas and share best practice quickly and fully.
INTRODUCTION

Queen Elizabeth Hospital Birmingham (QEHB) is part of University Hospitals Birmingham NHS Foundation Trust and is one of the leading teaching hospitals in Europe. Our hospital is one of the Shelford group of ten leading UK multi-speciality academic healthcare organisations. We have an international reputation for quality of care, information technology, clinical training and research. We are a provider of general adult hospital services in the West Midlands region rated ‘Good’ by the Care Quality Commission.

QEHB provides direct clinical services to nearly 700,000 patients every year, serving a regional, national and international population. It is a regional centre for cancer, trauma, renal transplant, burns and plastics and has the largest solid organ transplantation programme in Europe.

We have close links with the University of Birmingham Medical School, which shares the hospital campus. These links are formalized in the Birmingham Health Partners strategic alliance and have led to the recent opening of a brand new, world-class translational research facility, the Institute for Translational Medicine.

Birmingham is a modern, vibrant cosmopolitan city offering a high standard of living at considerably cheaper prices than available in London. Excellent transport links mean that a range of housing options are within easy commuting distance, including modern City centre developments, the genteel ‘villages’ of Harborne and Moseley or the leafy suburbs of Solihull and Sutton Coldfield. Birmingham City Centre has been extensively redeveloped and boasts a shopping experience to rival London, Michelin-starred restaurants and a world-famous Symphony Hall. Its central location and good motorway network means access to the rest of the country is easy. Birmingham airport continues to expand and offers an easy holiday get-away less than 30 minutes from the City centre. Options for educating your children include leading independent Schools, some of the highest performing grammar schools in the country, and individual high-achieving non-selective state schools.

Future plans include the construction of a new on-site private hospital facility in collaboration with HCA healthcare. This will provide additional NHS in-patient bed capacity as well as increasing to opportunity for private practice at a convenient location for interested applicants.
SUMMARY OF POST

Job Title: Consultant Rheumatologist
Managerially responsible to: Dr Mike Berry (Divisional Director)
Professionally Accountable to: Dr Ben Rhodes (Clinical Service Lead) / Dr Mike Berry (Divisional Director)
Mentor Identified Name: Dr Ben Rhodes or deputy as agreed
Base / Department: Department of Rheumatology
Location: Queen Elizabeth Hospital Birmingham
Job plan: 10 PAs. Proposed job plan included.
Key relationships: Divisional Director & Group Manager, Clinical Service Lead & Consultant Colleagues. Divisional Director of Operations.

RHEUMATOLOGY

The Department of Rheumatology is located in the Queen Elizabeth Hospital Birmingham (QEHB). We serve a local population of approximately 400,000 but receive referrals from all areas of the City of Birmingham, the surrounding Shire counties and the Royal Centre for Defense Medicine. We are a nominated centre for Specialist Rheumatology and therefore receive a number of tertiary referral for patients with systemic autoimmune disease who require access to high cost drugs in line with NHS England Commissioning policies. We also receive a significant number of complex referrals from local tertiary specialties such as the regional cancer and cardiothoracic services. The department provides outreach clinics to the nearby Birmingham Women’s Hospital and shares multidisciplinary clinics with the department of nephrology, renowned for an international reputation in immune-mediated diseases such as ANCA vasculitis.

The successful applicant will join 5.5 whole time equivalent NHS consultants in a friendly and dynamic department. All consultants have a significant general rheumatology commitment, maintaining continuity of care through named consultant clinics. All consultants contribute on a pro rata basis to the on-call rota for a week at a time. On call responsibilities include supervising junior staff to ensure an adequate review of inpatient referrals, staffing the weekly Early Inflammatory Arthritis clinic and coordinating urgent outpatient referrals.

The focus of our service is on serious forms of rheumatic diseases rather than non-inflammatory musculoskeletal disorders or chronic pain. Provision for the latter is available in community locations, musculoskeletal clinics at the Royal Orthopaedic
Hospital, an independent Sports Medicine clinic at QEHB and a large pain management department

Specialist clinics currently operate for Lupus, Systemic Sclerosis and Sjogrens syndrome, with a transition clinic for young adults moving from Birmingham Childrens hospital. The academic department have an international reputation in the fields of early arthritis and Sjogrens syndrome.

In the past 12 months we saw 2128 Consultant led new patients and 12413 overall follow ups at University Hospital Birmingham. There were 953 in-patient episodes, virtually all as day-cases for biologic and other infusions.

The service is very ably supported by a wide range of professions allied to medicine including a specialist podiatrist, orthotists, expert physiotherapists and occupational therapists. The department has a shared 6 bed daycase area, where drug infusions are done. In-patients are managed jointly with colleagues in acute medicine. We provide a rapid assessment service for patients in hospital and in whom rheumatology advice is sought. Our hospital has four consultant radiologists with a special interest in musculoskeletal radiology who provide us with a full diagnostic and therapeutic interventional service.

Staffing

Our current permanent staff includes:

- Dr Ben Rhodes, Consultant Rheumatologist and Clinical Service Lead (10 PAs)
- Dr Nicole Amft – Starting November 2017 (10 PAs)
- Dr Emma Derrett-Smith (7 PAs)
- Dr Paresh Jobanputra, Consultant Rheumatologist (10.5 PAs)
- Dr Elizabeth Justice, Consultant Rheumatologist (7 PAs)
- Dr Elizabeth Rankin, Consultant Rheumatologist (10.5 PAs)
- Professor Simon Bowman, Consultant Rheumatologist (Academic Session)
- Dr Andrew Filer (Academic sessions)
- Dr Ben Fisher (Academic sessions)
- A Specialist Registrar
- An International Training Fellow
- 2 Core Medical Trainee
- 4 clinical nurse specialists with administrative support
- 5 Medical Secretaries
- 2 Biologics support staff
- A patient education co-ordinator

Postgraduate Education

There are many opportunities for postgraduate education in Birmingham and the West Midlands with many local medical societies, hospital meetings and meetings in any of several nearby Universities. Of particular relevance to clinicians at the QEHB are:

- A weekly grand round
- A monthly clinical governance within Rheumatology
- A month mortality and morbidity/difficult cases discussion
- A month junior doctor-led educational update
- A bi-monthly radiology meeting at QEHB
- A monthly postgraduate meeting in the University Department of Rheumatology hosting speakers with a National and International reputation
- A quarterly meeting of the West Midlands Rheumatology Forum catering for a multi-disciplinary audience
- Bi-annual meetings of the Midland Rheumatology Society

Undergraduate Teaching

Medical student teaching in rheumatology is concentrated during years 3 and 4 of the undergraduate curriculum of students from the University of Birmingham. Teaching is usually done in small groups and in clinics or in a teaching room adjacent to clinics. Staff also give occasional lectures, supervise student projects, examine in student examinations including finals for medical and dental students, and provide mentoring for undergraduates. The post holder will be expected to have teaching experience and contribute to student teaching.

Postgraduate Teaching

Consultants teach junior doctors on the Core Medical Training programme and have a key role in mentoring junior staff rotating through rheumatology. Support and mentoring for the specialist registrar and core trainees is a key role and is shared between consultant staff. A training day for specialist registrars is run annually by the Department. GP training is done three times a year as part of the locally enhanced scheme for managing patients with inflammatory arthritis in the community.

Research

The post holder will have an opportunity to develop a research portfolio and most of the existing consultants have a record of current or past research activity. Research that is aligned with the interests of the academic team will benefit from nursing and infrastructure support acquired through large research grant initiatives (the Biomedical Research Centre and M40 Alliance (A-TAP) initiatives). The academic team are keen to develop a special interest in seronegative arthritis and if this aligned with the applicants interests then a productive collaboration is likely to emerge. Non-aligned research interests can also be pursued purely within the NHS environment. Consultants are currently running observational and drug studies with the support offered through the NIHR Wellcome Trust Clinical Research Facility and the newly opened Centre for Rare diseases within the Institute for translational medicine. These facilities are both based at QEHB and provide unparalleled facilities for research in experimental medicine.

Job Plan

A formal job plan will be agreed between the post holder, colleagues and the Divisional Medical Director soon after the commencement date and will be effective
from that date. The Job Plan, a prospective agreement that sets out a consultant’s duties, responsibilities and objectives, will be reviewed periodically. Annual consultant appraisals will be carried out as part of the National re-validation process.

The balance between Direct Clinical Care (DCC) activities and Supporting Programmed Activities (SPA) will be agreed with the candidate as part of the initial job planning process. For a full time post it is anticipated that 8 programmed activities (PAs) will be for DCC and 2 PAs for SPA. Typically this will consist of four general rheumatology clinics per week, to manage new and follow-up patients, with an additional 0.5 clinics/week (option to expand to 1 clinic/week) set aside for the development of a special interest. General rheumatology clinics run to a template of 6 new patients or 12 follow-ups per clinic.

Our priority is to recruit an enthusiastic and motivated colleague who will bond well with the existing consultant team. There will be some existing follow-up workload as a result of back-filling sessions given up by academic colleagues, but there will also be capacity for the appointee to develop the service in an area that would interest them. The applicant would be well supported in developing a special interest, either supporting existing services or developing a new area, but provision of a high quality patient-focused non-specialist service would also be welcome if this is where interests lay.

The post holder will join the on-call rheumatology rota with other consultant colleagues. A key role for on-call rheumatologists is to provide support for colleagues in acute specialties in order that timely care is available to in-patients allowing for early intervention and discharge of patients with appropriate co-ordination of follow up arrangements within rheumatology. A Level 2 supplement (currently 2% of basic salary) will be paid for on-call commitments.

The hospital recognizes the importance of staff development. Reasonable requests for study leave will be granted and a generous postgraduate budget of £1900 per year is provided.

Provisional Timetable

An outline of the provisional timetable is shown below. A final time table will be agreed at the time of job planning and before the commencement date.

<table>
<thead>
<tr>
<th>Monday</th>
<th>Supporting professional activities (teaching, CPD)</th>
<th>Out patient clinic (new patients)</th>
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</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>Out patient clinic (follow ups)</td>
<td>Clinical administration / telephone consults</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Out patient clinic (new patients)</td>
<td>Patient Correspondence / CPD / Consultant Meeting</td>
</tr>
<tr>
<td>Thursday</td>
<td>Supporting professional activities (audit / research)</td>
<td>Outreach / special interest clinic (fortnightly)</td>
</tr>
<tr>
<td>Friday</td>
<td>Out patient clinic (follow ups)</td>
<td>Clinical administration / ward consults.</td>
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KEY AREAS & RESPONSIBILITIES OF THE POST

Leadership & Governance

- Work with colleagues to provide a comprehensive rheumatology service for the Trust and ensure that the highest standards of care are achieved
- Work with colleagues in planning service delivery including a forward looking innovative practice
- Contribute to the Trust's corporate and strategic objectives and undertake mandatory training required by the Trust
- Work with colleagues to meet the required activity targets of the Trust
- Play an active role in implementing the Trust's Clinical Governance program
- Demonstrate active participation in clinical audit
- Demonstrate excellence in patient care
- Deputise for colleagues including covering for absence of leave and at short notice in exceptional circumstances

Human Resources

- Manage the performance of staff, through coaching and mentoring to enhance their potential and take action to improve poor performance when necessary.
- Have individual annual appraisals against objectives aligned to a Job Plan.
- Ensure that all staff effectively manage the Trusts’ HR policies and practices and employment legislation
- Contribute, enthusiastically, to the teaching of patients, undergraduates and postgraduates in a wide range of health related disciplines
- Participate in the formal appraisal of colleagues including junior medical staff in accordance with established processes

Interpersonal and Communication Skills

- The post holder must have well-developed listening and communication skills and be able to deal effectively with clinicians from all disciplines, managers and professionals both within and outside the Trust.
- The post holder must have well-developed presentational skills, good report writing skills and make effective use of presentation aids.

Planning and organizing

- Support the development of a culture of continuous improvement, developing and contributing to service developments and the formulation of business cases to support these.
- Effectively plan, communicate and execute change.

Analysis and data management
• Ensure that record keeping meets the requirements of all information governance and professional standards.
• Respond to complaints according to the trust protocols and within the appropriate time-frame.

Equality and Diversity

• Ensure the implementation of equality and diversity policy in relation to management and development of staff in the division.
• Actively promote the equality and diversity policies of the Trust.

Continuing Medical Education

• Attend departmental meetings including the weekly hospital postgraduate educational meeting and radiology meetings
• Take responsibility for personal and professional development and ensure that CME standards are achieved and specialist accreditation retained
• The trust fully supports the requirement for CME by the relevant Royal College and acknowledges that it is an essential component of a consultant's professional activities that will be reviewed during the appraisal process and revalidation. Time and financial support will be granted in accordance with the Trust's Leave Policy

These duties and responsibilities are not intended to be exhaustive. Duties may be subject to review in the light of changing circumstances. Duties will be reflected in a job plan, which will be subject to annual review with the Service Lead and the Divisional Medical Director.

The post holder will be provided with the necessary IT equipment and access to training to be in position to meet these objectives. Office space and secretarial support will be provided.

| MAIN CONDITIONS OF SERVICE |

The post is subject to the terms and conditions of the Trust which reflect the national consultant contract (England) as supplemented by the Trust's own terms and conditions. The appointee will be expected to work within the facilities available to the Group and any new service developments are subject to the provision of necessary resources within the Trust. There is an active appraisal and development programme and all consultant staff will take part in this process.

The post holder must be fully registered with the General Medical Council with a licence to practise and is advised to maintain up to date membership of a recognised medical defence organisation. The appointee will be required to live within a distance that allows safe discharge of all clinical commitments and no more than a 10 mile distance from the base (unless there is prior agreement with the Medical Director) or 30 minutes travelling of your base hospital.
An applicant who is unable, for personal reasons, to work full-time will be eligible to be considered for the post; if such a person is appointed, modification of the job content will be discussed with the Trusts on a personal basis in consultation with Consultant colleagues.

The successful candidate is expected to be aware of local policies and procedures and comply with the standing orders and standing financial instructions of the Trusts.

Consultant appointments are made to the University Hospital Birmingham NHS Trust as a whole; as services are developed and changed, the base of posts may alter and any employee of the Trust will be expected, within an agreed clinical strategy, to move his/her sessions as the service requires. In particular, your attention is drawn to the fact that the post advertised may include routine evening and weekend working as part of the working arrangements and any applicant automatically agrees to undertake such work; the specific scheduling of such activities would be subject to further discussion and may be agreed at a later date in the future. This includes a move to 7 day/24 hour working in accordance with Trust governance and commissioning requirements.

Your attention is drawn to the confidential nature of information collected within the NHS. The unauthorised use or disclosure of patient or other personal information is a dismissible offence and in the case of computerised information, could result in a prosecution for an offence or action for civil damages under the Data Protection Act 1998.

The appointment is subject to pre-employment health screening.

. OTHER INFORMATION

Disability
The Trust may make ‘reasonable adjustments’ to the post/workplace in order to facilitate the employment of individuals with a disability. These adjustments will be in line with the requirements of the Equality Act 2010.

Health and Safety at Work
Management ensures the adoption of safe work practices consistent with Health and Safety. The post holder must not, by act or omission, wilfully endanger themselves or others whilst at work. All accidents and untoward occurrences must be reported and potential hazards identified.

The post holder must be responsible for all Trust property and the reporting of all potential or actual breaches of security.

The Trust operates a non-smoking policy

Other Duties

The post holder will be required to undertake any other duties and responsibilities that fall within the broad framework of the post.

As this is a post in a developing Trust structure, the role will be reviewed from time to time and the post holder is expected to respond flexibly to develop this and/or other roles to enable the trust to meet differing priorities.
Disclosure of criminal background

All NHS employers are required to check with the Disclosure and Barring Service (DBS)/Criminal Records Bureau regarding the criminal background of staff and volunteers who apply for work with vulnerable patients.

It is a requirement of the post that such a check be undertaken, successful applicants will be asked to complete and sign a Disclosure Form giving permission for the screening to take place.

Having a criminal record will not necessarily bar you from working with the Trust. This will depend on the nature of the position and the circumstances and background of offences.

Please note applicants refusing to sign the form will not be progressed further.

7. REFERENCES

The application form requests 3 references, two of whom should be the most recent employers. UHBFT specifically requests and expects this to include:

(i) for existing Consultants – the Medical Director of the Trust/Organisation you are currently working for
(ii) for other grades – the consultant you are currently working for

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FURTHER INFORMATION

Further details may be obtained from the Clinical Service Lead Dr Ben Rhodes (benjamin.rhodes@uhb.nhs.uk), telephone 0121-371-6824 and consultant colleagues within rheumatology may be reached by email:

Emma Derrett-Smith  
Andrew Filer: 
Ben Fisher: 
Paresh Jobanputra 
Elizabeth Justice: 
Elizabeth Rankin: 
Emma Derrett-Smith 
Ben Fisher: 

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