Incorporating
Central Middlesex Hospital
Community Services in Brent, Ealing and Harrow
Ealing Hospital
Northwick Park Hospital
St. Mark’s Hospital

DIVISION OF INTEGRATED MEDICINE

JOB DESCRIPTION

CONSULTANT IN DERMATOLOGY

With Interest In Cancer/Community/Paediatrics
Contract: Permanent

Hours: Full Time

Responsible to: Deputy Medical Director, Integrated Services

Reporting to: Clinical Lead, Dermatology Services

Principal Location: London North West Healthcare NHS Trust

Tenure: Substantive

Interviews: 19th January 2018
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1. INTRODUCTION

THE TRUST

**London North West Healthcare NHS Trust** London North West Healthcare NHS Trust is one of the largest integrated care Trusts in the country bringing together hospital and community services across the boroughs of Brent, Harrow and Ealing. Our 9,000 staff, including 1,300 doctors and 4,000 nurses serves a diverse population of approximately 850,000. The Trust was established in October 2014 following the merger of The North West London Hospitals NHS Trust and Ealing Hospital NHS Trust and has an annual budget of over £640 million.

This is a pivotal time for the Trust as we pursue a transformational programme of activity to improve the way healthcare is delivered across the acute and community settings in North West London. To evolve as an organisation, we must create an identity and culture that will support the ambitions we have for our services ‘to provide excellent clinical care in the right setting by being compassionate, responsive and innovative.’

During this exciting period of opportunity and change, we have a clear plan to address our challenges and with the commitment of our teams we are making significant progress.

We continue to lead the way in a number of clinical services. Examples of excellence can be seen in our stroke service which is rated the best in the country and at St. Mark’s Hospital, an internationally renowned specialist centre for colorectal diseases. We are also a leading provider in undergraduate and postgraduate medical training and education.

We are proud to be leaders in a number of clinical areas. Examples of excellence can be seen in our stroke service which is rated the best in the country and at St. Mark’s Hospital, an internationally renowned specialist centre for colorectal diseases.

**Key locations**

Our hospital services are provided across four acute sites. These are St Marks’ Hospital; Northwick Park Hospital, Central Middlesex Hospital and Ealing Hospital. Community services include Clayponds Rehabilitation Hospital, Meadow House Hospice, Denham Unit and Willesden Centre.
Northwick Park Hospital was officially opened by Queen Elizabeth II 1970. It is home to the hyper-acute stroke unit, one of only eight such units in London. In December 2014 Northwick Park Hospital’s £21m state-of-the art A&E department opened its doors and in January 2016 the new Acute Medical Unit opened providing a total of 63 new beds across the Crick, Darwin and Elgar wards. Medical research, both preclinical and clinical, has been a key feature of the hospital site since the opening and in 1994 the Northwick Park Institute for Medical Research (NPIMR) was formed. By maintaining top-rate research facilities and providing excellence in surgical training, NPIMR ensures the highest standard of science for translation into clinical care.

Northwick Park Hospital also retains complementary and enhanced research activity in several regional specialist units such as the Kennedy-Galton Centre (Clinical Genetics), the Lister Unit (Infectious Diseases) and a Regional Rehabilitation Unit.

St Mark’s Hospital was founded in 1835 and has developed an international reputation as a specialist postgraduate teaching hospital for patients with intestinal and colorectal disorders. St Mark’s is developing a closer academic relationship with Imperial College, in line with the Trust’s academic strategy. The hospital moved from the City Road in central London in 1995 to become an integral part of the Northwick Park site.

Central Middlesex Hospital in Park Royal opened in 2006 and is the main provider of health services for the residents of Brent. The hospital provides specialist services in a modern environment for illnesses common in the local community, including asthma, diabetes and sickle cell. Brent has one of the highest populations of patients with sickle cell disease in the country. The Brent Sickle Cell and Thalassaemia Centre is based at the hospital to provide specialist care for patients with the condition.

Ealing Hospital officially opened in 1979 Ealing Hospital is a busy district general hospital providing a range of clinical services including A&E, 24/7 urgent care centre, ENT and cardiology. The hospital predominantly provides secondary care to its local community across Greenford, Hanwell, Northolt, Southall and West Ealing.
2. TRUST MANAGEMENT

The Trust Board

Executive Directors

Jacqueline Docherty, DBE  Chief Executive Officer
Lee Martin  Chief Operating Officer
Amanda Pye  Chief Nurse
Dr Charles Cayley  Medical Director
Simon Crawford  Director of Strategy
Nigel Myhill  Director of Estates and Facilities
Claire Gore  Director of Human Resources and Organisational Development
Jon Bell  Chief Finance Officer

Non-Executive Directors

Peter Worthington  Chairman
Martin West  Non-Executive Director
Andrew Farrell  Non-Executive Director
Dr Vineta Bhalla  Non-Executive Director
Ruwan Weerasekera  Non-Executive Director
Professor David Taube  Non-Executive Director
Janet Rubin  Non-Executive Director
Andrew Van Doorn  Non-Executive Director

Divisional Clinical Directors

Dr Nigel Stephens  Integrated Medicine
Dr Keith Steer  Urgent & Emergency Care
Mr Manolis Heliotis  Surgery
Dr Michelle Marshall  Integrated Clinical Services
Mr Mohamed Abdel-Aal  Division of Women’s and Children’s Services (Women’s Clinical Director)
Dr John Hutchins  Division of Women’s and Children’s Services (children’s Clinical Director)
3. TRAINING AND EDUCATION

Training and education at Northwick Park Hospital and Central Middlesex Hospital

- The Trust houses a large Postgraduate Education Department with offices on all three sites and has Deanery-funded Postgraduate Educational Fellows. The Department oversees the training of approximately 514 doctors in postgraduate training and 200 educational and clinical supervisors. Pre-registration nurse training is provided by the Trust in conjunction with University of West London. 100 students benefit from the wide range of clinical experience which is available; both for qualification and registration.

- The Trust has established an extensive programme of post registration speciality based nurse training to enhance patient care and service delivery.

- The main facilities available for running courses within the campus are based in the Medical Education Centre which is situated immediately above the John Squire Medical Library. The John Squire Medical Library is the North West reference library for the National Library Association, The Medical Education Centre houses the Postgraduate Education Office, 6 seminar rooms, and the Himsworth Hall which can be used when registrants total 100-300. In addition The Jonathan Levi Lecture Theatre is situated at the centre of the hospital. This lecture theatre is used for the weekly hospital Grand Rounds and can accommodate approximately 100 attendees.

Training and education at Ealing Hospital

Ealing Hospital has close academic and service links with Imperial College Healthcare NHS Trust. These include Specialist Registrar rotations in medicine and surgery, which are co-ordinated through the London Deanery. Many consultants have joint appointments or academic sessions at Imperial.

Ealing Hospital is an Associated University Hospital of the University of London and has students from Imperial College School of Medicine on attachments in medicine, surgery, paediatrics, obstetrics and gynaecology, anaesthetics, A&E and other departments. The value of medical training is well recognised and consultants devote appreciable time and effort to teaching junior staff and medical students.
There is an active Postgraduate Education department with many weekly meetings in the various specialties and a general weekly lunchtime Grand Round for medical staff from all departments. The postgraduate centre has undergone extensive improvements in recent years with a large lecture theatre, several seminar rooms and a well-equipped library and literature search facility. The postgraduate library is a multi-disciplinary facility providing state of the art information access on all medical issues, computer facilities with Internet access, and a clinical video library. Ealing Hospital also takes postgraduate students from the University of Buckingham and has several academic appointments at Professorial level in Medicine.

### 1. RESEARCH AND DEVELOPMENT

The creation of the new Trust has enhanced our R&D programme which is resulting in improvements in patient care. In 2015/16 over 70 consultants were active in research projects. The Trust acts as host to the London (North West) CLRN as part of its research “HUB”, sustaining research on a local and national basis. The Trust has an extensive research portfolio which is assessed against national guidelines: [http://www.guardian.co.uk/healthcare-network-nihr-clinical-research-zone/trust-research-activity-league-tables](http://www.guardian.co.uk/healthcare-network-nihr-clinical-research-zone/trust-research-activity-league-tables) making it a top performer in North West London.

The R&D Department is extremely active working at a local and national level supporting clinical research through extensive collaborations. The experienced team works on a wide range of studies including Cancer, Cardiology, Dementia, Gastroenterology, Infectious Disease, Medicines for Children, Rheumatology and Stroke. There are also strong links with the Pharmacy Department where we are a leader on pharmacy research training. R&D. The Trust plays great emphasis on supporting research, especially where it can demonstrate an impact on patient care. To support research we also have an agreement with Imperial Innovations Ltd. who are on site to help promote and grow new ideas through developing intellectual property.

The Trust also hosts the NPIMR also have an independent unit of Parexel on site who are a major Clinical Research Organisation who carry out Phase I studies and attend joint meetings to promote clinical research.

The R&D Department is also in the process of expanding its clinical research facilities to take on more clinical trials and extend our links with industry. Thus making the Trust a vibrant place to undertake clinical research.
4. HEALTH CARE FACILITIES

Northwick Park Hospital

- There are some 600 beds on the Northwick Park site. Acute beds number 529, and the remainder are for care of the elderly and psychiatry. The latter are managed by Central and North West London Mental Health Trust.
- It is one of only eight hospitals in the capital to provide a ‘hyper-acute’ stroke unit offering faster treatment to patients who suffer a stroke, including ‘clot-busting’ drugs 24/7 and the stroke unit is rated as being the best in the country.
- The hospital offers a full range of acute general hospital specialities including departments of thoracic medicine, cardiology, rheumatology, dermatology, diabetology, endocrinology and gastroenterology. Surgical specialities include general surgery, urology, vascular surgery, minimally invasive therapy, trauma and orthopaedics. Children’s Services cover a wide field including acute general paediatrics, a neonatal intensive care unit, community child health and child psychiatry. St Mark’s Hospital provides a comprehensive intestinal and coloproctology service. The Maxio facial department provides care for the majority of North West London, Watford and parts of Buckinghamshire and Berkshire.
- It has a £2.6m newly refurbished radiology department which is home to some of the most high-tech imaging equipment available.
- Facilities for maternity services were modernised in.
- Clinical facilities include the Regional Rehabilitation Unit, clinical genetics at the Kennedy-Galton Centre and a major Infectious Diseases Unit. Specialist units on the site include ENT and the British Olympic Medical Centre. Moorfields Eye Hospital and Imperial Health respectively provide Ophthalmic and renal dialysis services.
- The modern A&E department is one of the busiest units in London sees around 120,000 patients each year. Harrow CCG manage urgent care centre on the site.

The hospital is also home to TRUSTPLUS the dedicated private patient unit for St Mark’s, Northwick Park and Central Middlesex Hospitals.

Central Middlesex Hospital

The hospital provides outreach services in physiotherapy, ophthalmology, urology, general surgery and gynaecology to a large number of GP practices. These services provide local access for patients who may have difficulties in attending outpatient appointments at CMH and ensures a speedy and efficient service for patients and GPs. A full range of outpatient clinics is also provided at the hospital.
Central Middlesex Hospital has particular experience in the care of patients with conditions aggravated by deprivation, specifically TB, diabetes and coronary heart disease and is a leader in the research and treatment of Sickle Cell disease.

The hospital provides 159 beds, three theatres, and seven main specialist teams and combines the following:

- A Major Assessment Unit
- A Major Elective Surgery Service including ring-fenced theatres and beds
- Inpatient and Intermediate Care Services
- An Expert Consulting Centre providing specialist assessment and advice for outpatients and acting as local bases for specialist teams

Ealing Hospital

Ealing Hospital is a busy district general hospital providing acute services for patients in the west London area. The hospital provides a range of medical, surgical, maternity and child health services. It also provides 24/7 A&E and urgent care services.

The hospital provides

- We have 275 beds,
- The A&E department treats around 100,000 patients a year.
- We treat an ethnically diverse population. Over 40% of patients are from minority ethnic groups.
- An innovative haematology day unit, providing care in a home-like environment
- Orthopaedics – specialists in knee surgery and sports injuries
- General surgery – specialist in upper vascular, GI, colorectal and breast surgery
- One of the largest HIV/AIDS units in London
- A genito urinary medicine (GUM) clinic
- Hammersmith Hospitals Trust satellite renal dialysis unit
- Cardiac Catheterisation Laboratory
- MRI – Magnetic Resonance Imaging

Full details regarding the locations of different London North West Healthcare NHS Trust sites can be found on the Trust’s website [www.lnwh.nhs.uk](http://www.lnwh.nhs.uk)
6. THE APPLICATION PROCESS

Applicants are advised that they **must fully complete** the application form.

Applicants may wish to cut and paste elements of the C.V. into the application form. Alternatively, applicants may prefer to submit their C.V. **in addition** to a fully completed application form.

N.B. 1) Application forms that are not fully completed and/or state “see C.V.” will not be accepted or considered.

N.B. 2) Applicants are advised to consider the person specification and submit in their additional information, evidence which demonstrates how they meet the listed requirements. The short listing process will be based on the evidence provided.
THE POST

THE DERMATOLOGY DEPARTMENTS

The Dermatology service consists of four units, one at Northwick Park, one at Central Middlesex, and one at Ealing Hospital and another at Wembley Centre for Health. The service is evolving this year with expansion of consultant, non-consultant and nursing staff.

The service has seen an increase in the number of patient referrals received, and over the last year the department has treated over 9,000 patients (mixture of new and follow up appointments) with approximately 1,600 patients undergoing some form of skin surgery. Our Phototherapy clinics are nurse led, treating approximately 80 patients per week.

Links with the local CCGs are strong; there are dedicated mentoring sessions within both Brent and Harrow being held for Dermatology GPwSI’s. It is envisaged that one of the successful candidates will contribute to the recent developments of our Brent Integrated dermatology model, leading a team of GPwSIs, Specialty doctors and specialist nurse practitioners. The post holder would be required to provide GP educational sessions to promote good quality of referrals and confident management within the primary setting as well as participation in community clinics.

Local skin cancer MDT’s are held twice monthly on a Monday lunchtime. The Trust also hosts the twice monthly specialist MDT for the northern western part of the London Cancer Alliance. There is a strong link with Maxillo-Facial and Plastic services at Northwick Park hospital in particular with a pilot joint clinic underway. It is envisaged that one of the successful candidates will lead on the development of the skin cancer services working jointly with the other specialties to improve patient access, modality and experience.

It is also envisaged that one of the posts will lead on paediatric dermatology services to support both specialties manage children with skin conditions in an efficient pathway. Paediatrics department are keen to develop links further and there is a real opportunity for the successful candidate to develop a key aspect of dermatology services.

The posts will be cross-site based (no more than two sites and one site per day therefore no travelling between sites on the same day) where the successful candidate will be expected to devote 10 programmed activities of which 7.5 are direct clinical and 2.5 are supporting clinical.

New consultants will be encouraged to have a mentor. There will be secretarial and IT support on site. Post holders will be supported for revalidation and appraisal.

The Trust uses browser based applications to process all clinic letters. Patient correspondence is stored on the Generic Clinical Information System (GCIS) at NPH and CMH, ePro at Ealing and SystemOne in community (Wembley). These systems can also be used as a clinical database or audit tool and can be tailored to suit each service depending on what information they require.
MEDICAL STAFF OF LNWHT DERMATOLOGY SERVICE

Consultants

<table>
<thead>
<tr>
<th>Name</th>
<th>Whole time Equivalent</th>
<th>Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Sangeeta Punjabi</td>
<td>1</td>
<td>Northwick and Central Middlesex</td>
</tr>
<tr>
<td>Dr Dan Glass</td>
<td>0.5</td>
<td>Northwick</td>
</tr>
<tr>
<td>Dr Galia Fishman</td>
<td>0.8</td>
<td>Northwick and Central Middlesex</td>
</tr>
<tr>
<td>Dr Sue-May Ang (locum)</td>
<td>1</td>
<td>Northwick and Ealing</td>
</tr>
<tr>
<td>Dr Anne Powles (honorary)</td>
<td>0.4</td>
<td>Central Middlesex</td>
</tr>
<tr>
<td>Dr Simon Zokaie (locum)</td>
<td>1</td>
<td>Northwick and Central Middlesex</td>
</tr>
<tr>
<td>Dr Fernanda Teixeira</td>
<td>0.6</td>
<td>Ealing</td>
</tr>
<tr>
<td>Dr Katerina Charakida (locum)</td>
<td>0.6</td>
<td>Ealing</td>
</tr>
<tr>
<td>Dr May Wahid (locum)</td>
<td>0.7</td>
<td>Northwick and Ealing</td>
</tr>
<tr>
<td>Dr Benedetta Brazzini (locum)</td>
<td>0.4</td>
<td>Ealing</td>
</tr>
</tbody>
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SAS, Trust and Junior Doctors

<table>
<thead>
<tr>
<th>Grade</th>
<th>Whole time Equivalent</th>
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<tbody>
<tr>
<td>Specialty Doctors</td>
<td>2.8</td>
</tr>
<tr>
<td>Trainee</td>
<td>1</td>
</tr>
<tr>
<td>Clinical Fellow</td>
<td>0.8</td>
</tr>
<tr>
<td>GPwSIs</td>
<td>5 members</td>
</tr>
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</table>

Nurse Specialists

<table>
<thead>
<tr>
<th>Designation</th>
<th>Whole time Equivalent</th>
</tr>
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<tbody>
<tr>
<td>Matron</td>
<td>2</td>
</tr>
<tr>
<td>Nurse Practitioner/Staff Nurse</td>
<td>3/6</td>
</tr>
<tr>
<td>HCA</td>
<td>5</td>
</tr>
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</table>

DUTIES OF POST

The post holder will be working across two sites but will be scheduled to work at one site on each day i.e. no travelling between sites during the working day.

There are no out of hour on-call commitments however you will be participating in a proportioned rota to support and supervise the junior doctors who may require senior intervention with ward referrals.

All consultants are expected to contribute to the development and innovation of the service. All supportive programmed activities must evidence this contribution.
**JOB PLAN**

**LONDON NORTH WEST HEALTHCARE NHS TRUST**

**DRAFT JOB PLAN FOR FULL-TIME POST** (Negotiable)

Completed by……………………………….. Date…………………….

The Trust is advertising for 3 substantive consultant posts. This is a provisional job plan and will be mutually agreed with the Clinical Director of Integrated Medicine. On occasion and as patterns of service provision evolve and change, further rescheduling of clinical sessions may take place following negotiation with the Department of Dermatology and the Clinical Director.

The job plan includes the development of specialist interests. This is an example of a 10PA substantive post comprising of 7.5 DCC and 2.5 SPA:

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<thead>
<tr>
<th></th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
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<tbody>
<tr>
<td><strong>AM</strong></td>
<td>9am – 12pm Specialist Clinic inc. admin* 12 – 2pm Alt.MDT / Departmental Meeting</td>
<td>Dermatology Clinic inc. admin</td>
<td>Dermatology Clinic inc. admin</td>
<td>Cancer See and Treat Clinic inc. admin</td>
<td>Minor Operations inc. admin</td>
</tr>
<tr>
<td></td>
<td>1 DCC</td>
<td>1 DCC</td>
<td>1 DCC</td>
<td>1 DCC</td>
<td>1 DCC</td>
</tr>
<tr>
<td><strong>PM</strong></td>
<td>Monthly Complex Clinic DCC / Journal Club SPA / Clinical Governance Meeting SPA</td>
<td>Clinical Admin</td>
<td>1.30 – 4.30 Dermatology Clinic inc. admin 4.30 – 5.30 SPA</td>
<td>Academic afternoon - St Johns and Royal society of Medicine</td>
<td>1.30 – 3.30 Ward Cover 3.30 – 5.30 SPA</td>
</tr>
<tr>
<td></td>
<td>0.25 DCC 0.75 SPA</td>
<td>1 DCC</td>
<td>0.75 DCC 0.25 SPA</td>
<td>1 SPA</td>
<td>0.5 DCC 0.5 SPA</td>
</tr>
</tbody>
</table>

*Examples of specialist clinics may be paediatric, community or cancer

The clinics will be Royal College guidelines and set to a template of 5 new and 7 follow ups as there will be an element of junior clinician supervision and teaching. If there is no supervision or teaching, clinic will not exceed 6 new and 10 follow ups.
Appendix B

6. **PERSON SPECIFICATION [update as applicable]**

<table>
<thead>
<tr>
<th><strong>ESSENTIAL</strong></th>
<th><strong>DESIRABLE</strong></th>
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<tbody>
<tr>
<td><strong>Qualifications</strong></td>
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<tr>
<td>MB BS, or equivalent</td>
<td>MD, PhD or equivalent</td>
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<tr>
<td>MRCP (UK) or</td>
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</tr>
<tr>
<td><strong>Registration</strong></td>
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</tr>
<tr>
<td>On GMC registered Medical Practitioner GMC specialist registration or within 6 months of CCT</td>
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</tr>
<tr>
<td><strong>Knowledge and Expertise</strong></td>
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<tr>
<td>IT Skills and computer literacy</td>
<td>NHS experience within the last 3 years</td>
</tr>
<tr>
<td>Broad based training in dermatology and its subspecialties</td>
<td>Interest in either paediatrics, community or cancer</td>
</tr>
<tr>
<td>Broad based general professional training in general medicine</td>
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<tr>
<td><strong>Teaching</strong></td>
<td></td>
</tr>
<tr>
<td>Experience of teaching and training undergraduates, postgraduates and junior medical staff</td>
<td>MD or PhD</td>
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<tr>
<td></td>
<td>Evidence of ongoing interest and achievement in research</td>
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<tr>
<td><strong>Management and Audit</strong></td>
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<tr>
<td>Understanding the principles of clinical governance and its implications</td>
<td>Management qualification or current study towards management qualification.</td>
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<tr>
<td>Leadership skills</td>
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<tr>
<td>Knowledge of finance/budgets</td>
<td>Evidence of service audit, design or change management.</td>
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<tr>
<td>Ability to organise and prioritise</td>
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<td>Workload effectively.</td>
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<tr>
<td>Ability to organise research and work within research governance procedures</td>
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<tr>
<td>Ability to plan strategically and to exercise sound judgements when faced with conflicting pressures.</td>
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<tr>
<td>Ability to motivate and develop the multi-disciplinary team, balancing departmental and personal objectives.</td>
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<tr>
<td>IT skills and computer literacy</td>
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<tr>
<td>Understanding and experience of audit</td>
<td></td>
</tr>
<tr>
<td>Research/publications</td>
<td>Knowledge of research methodology</td>
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<tr>
<td></td>
<td>Publications in peer review journals</td>
</tr>
<tr>
<td>Language</td>
<td>Are able to speak and write English to the appropriate standard necessary to fulfil the job requirements</td>
</tr>
<tr>
<td>Personal skills</td>
<td>Energy and enthusiasm and the ability to work under pressure.</td>
</tr>
<tr>
<td></td>
<td>An enquiring and critical approach to work.</td>
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<td></td>
<td>Caring attitude to patients.</td>
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<tr>
<td></td>
<td>Ability to communicate effectively with colleagues, patients, relatives, GPs, nurses and other staff and agencies.</td>
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<tr>
<td></td>
<td>Commitment to Continuing Medical Education and Professional Development.</td>
</tr>
<tr>
<td>Finance;</td>
<td>Patient Care:</td>
</tr>
<tr>
<td>---------------------------------------------------</td>
<td>-----------------------------------------------------</td>
</tr>
<tr>
<td>Knowledge of finance and budgets</td>
<td>Commitment to deliver a high quality service with patient welfare at forefront of practice.</td>
</tr>
</tbody>
</table>
7. MAIN CONDITIONS OF SERVICE

STATEMENT OF PRINCIPLE

The Trusts’ principal purpose is to provide for all the needs of patients in their care. The Trusts expect all its employees whatever their jobs to support and enhance patient care and overall service quality.

The Trusts expect that each of the employees shall act in such a manner as to justify public trust and confidence and to uphold and enhance the good standing and reputation of the hospitals, in accordance with the Staff Charter. Individuals must at all times carry out their duties with due regard to the Trusts’ Equal Opportunities Policy.

TERMS AND CONDITIONS OF SERVICE

The post is subject to the provisions of the New Consultant Contract Terms and Conditions of Service for Hospital Medical and Dental Staff, including any locally agreed terms and conditions which are relevant to the post. As these are developed the appointee will be notified and therein after, these will form part of the contract of employment. Details of these are available from the HR Department.

The appointee will be entitled to be a member of the NHS Pension Scheme. If he/she chooses to become or remain a member of the Scheme, remuneration will be subject to deductions of Superannuation contributions in accordance with the Scheme. Membership of the Scheme is automatic unless election is made at anytime in favour of provision under a Personal Pension Plan. After opting out of the Scheme the employee would assume full responsibility for pension provision and compliance with the Social Security Act 1986.

SALARY

Remuneration will be in accordance with the NHS rates for full time consultants which is currently £76,001 – £102,465 in eight increments over 30 years based on ten programmed activities. If you are taking up your first Consultant post you would expect to commence on the minimum of this scale.

ADDITIONAL PROGRAMMED ACTIVITIES

Any additional PA’s will be payable at 1/10th of your basic salary as defined in schedule 14 of the Terms and Conditions of Service.

ON CALL

If you take part in an on call rota you should be eligible for an availability supplement to your basic salary. This will be paid as defined in schedule 16 of the Terms and Conditions of Service.

RELOCATION EXPENSES
Relocation expenses may be available up to a maximum of £5,000, subject to eligibility. Agreement to payment of Relocation Expenses should be agreed before accepting the post. To obtain a copy of the Relocation Expenses Policy contact the HR Department on 020 8869 3328.

**ANNUAL AND STUDY LEAVE**

Annual leave entitlement is 30 working days plus two statutory days. This increases to 32 days plus two statutory days after 7 years’ service as a Consultant.

Study leave consists of 30 days over a three year period. Approval of annual and study leave is subject to the procedures set out within the individual departments and the Postgraduate Medical Centre.

So far as is practical, the Consultant appointed will be expected to share in the provision of cover for the annual and study leave of other Consultants in the specialty.

**SPECIAL TERMS**

The Trust is prepared to negotiate with the appointee alternative Terms and Conditions of Service (eg. a limited term appointment) where this would result in a mutual benefit to both the Trust and the postholder.

**MEDICAL REPORT**

This post is subject to satisfactory health assessment. If appointed, you will be required to bring the documentary evidence from either an occupational health department or a virology department, of satisfactory Hepatitis B status, to which this appointment is subject, because it involves undertaking exposure prone invasive procedures. Please note this is not just evidence of immunisation. In addition, written evidence should be brought of any tests of immunisation for Tuberculosis or Rubella. If you are recommended for appointment, satisfactory health clearance must be completed before the appointment can be confirmed. If you do not have such clearance you will NOT BE PERMITTED TO START WORK on the proposed first day of duty.

**CRIMINAL RECORDS BUREAU**

You will also be required to complete a Criminal Records Bureau (CRB) check, and the clearance from the CRB must have been received, before commencing employment.

**REHABILITATION OF OFFENDERS ACT**
The post is exempt from the provisions of the Rehabilitation of Offenders Act and applicants are not entitled to withhold information about convictions including those which are ‘spent’. Any information given will be confidential but failure to disclose such convictions could result in disciplinary action or dismissal.

PRIVATE PRACTICE

The successful applicant may undertake private practice in accordance with the Trust’s Private Practice Policy and Schedules 9 & 10 of Terms and Conditions of Service.

REGISTRATION

The person appointed will be required to be fully registered with the GMC and/or GDC.

MEDICAL INDEMNITY

The Trust is financially responsible for the negligent acts and omissions of Consultant medical and dental staff in the course of their Trust employment. If, however, any private practice, within a NHS hospital or any other private hospital is undertaken, the appointee will be personally responsible for subscribing to a recognised defence organisation. The Trust will not be responsible for category 2 (eg. reports for insurance) or ‘Good Samaritan’ Acts. Health Circular HC (89) 34 provides full details of ‘Claims of Medical Negligence against NHS Hospital and Community Doctors and Dentists’.

The Department of Health advises practitioners to maintain defence body membership in order to ensure they are covered for any work which does not fall within the scope of NHS Indemnity.

PROSPECTS FOR CHANGE

The proposals set out in the White Paper “Equity and excellence: Liberating the NHS”, are likely to impact on current working arrangements. The Trust will consult the members of staff concerned at the appropriate time, but meanwhile wishes to draw the attention of applicants to the possibility of change in the future.

JOB PLANS AND WORK PROGRAMMES

The appointee will be subject to the provisions of Schedule 3 of the Terms and Conditions of service. These provisions entail the agreement (between a consultant and the manager responsible for the management of the consultant’s contract) of a job plan (including work programme) for the performance of duties under the contract of employment. The job plan (including work programme) will be subject to review each year by the afore-mentioned parties.

PLACE OF WORK
The appointee may be required to work elsewhere within the Trust and/or at Community Resource Centres (hosted by other health agencies) within The London North West Healthcare NHS Trust catchment area in accordance with the Trust’s principal aim of flexible working by staff to enhance patient care and he/she will be fully consulted.

ACCESS TO HOSPITAL BASE

The successful candidate will be expected to live within easy access, normally not more than approximately 10 miles by road from the London North West Healthcare NHS Trust Hospitals. The reimbursement of removal and associated expenses will be subject to the criteria laid down in the Trust’s Conditions of Service. In the event of the Trust agreeing to reimburse interest charges on a Bridging Loan, reimbursement will normally be made in full up to a maximum period of six months. Reimbursement will not be continued beyond this period. The private residence must be maintained in contact with the public telephone service.

Assistance can be given with the cost of installation and rental charges.

NO SMOKING POLICY

It is the policy of the Trust to promote positive health. Smoking, therefore, is actively discouraged and is prohibited in the majority of the Hospital including offices.

SECURITY

In the interests of safety and security the appointee will be required to wear Hospital Staff Identification Badge at all times whilst at work.

GENERIC RESPONSIBILITIES

To comply with all Trust Policies and Procedures, which may be varied from time to time. Copies of the current policies and procedures are available from the HR Department or on the Intranet. In particular:

To have responsibility for the Health, Safety and Welfare of self and others and to comply at all times with the requirement of the Health and Safety Regulations.

To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.
To positively promote at all times equality of opportunity in service delivery and employment for patients and staff in accordance with the Trust’s policies, to ensure that no person receives less favourable treatment than another on the grounds of sex, marital status, race, religion, creed, colour, nationality, ethnic or national origin, sexual orientation, age or disability. To be trained in and demonstrate fair employment practices, in line with trust policies.

To comply with the Trust’s Smoke-Free Policy

To adhere to the Trust’s Infection, Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of all healthcare associated infections including MRSA. In particular:

- Observe stringent hand hygiene. Alcohol rub should be used on entry to and exit from all clinical areas. Hands should be washed before and after patient contact in all patients with diarrhoea. Alcohol hand rub before and after patient contact may be used instead of hand washing in some clinical situations
- Attend infection control training provided by the Trust as set out in the infection control policy
- Contact Occupational Health in the event that an infection transmissible to patients is contracted

To work in accordance with the Trust’s policies on safeguarding children and vulnerable adults. London North West Healthcare NHS Trust is committed to protecting, safeguarding and promoting the welfare of children and vulnerable adults and expects all employees to carry out their duties in accordance with this commitment.

To undertake such duties as may be required from time to time as are consistent with the responsibilities of the grade and the needs of the service.

This job description is not an exhaustive document but is a reflection of the current position. Details and emphasis may change in line with service needs after consultation with the post holder.