Job Description and Information Pack
November 2017

DIVISION OF UNSCHEDULED CARE

Appointment of Full Time (10 Sessions)

CONSULTANT GASTROENTEROLOGIST/HEPTATOLOGIST
Special Interest: ERCP
Based at the Royal Gwent Hospital, South East Wales
http://www.wales.nhs.uk/sitesplus/866/page/40418

Job Reference: (040-CON303-N)

Anticipated Start Date: IMMEDIATE

DIVISIONAL CONTACT FOR ENQUIRIES ABOUT THIS POST
Marek Czajkowski, Clinical Director for Gastroenterology, Tel ☎ 01633-238938

Links to Additional Information
- Aneurin Bevan University Health Board Intranet
- ABUHB Values and Behaviours
- ABUHB Demographic Profile
- Medical Training/Careers in Wales
- Visit Wales
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Introduction

Aneurin Bevan University Health Board (ABUHB) is looking to appoint a full time (10 session) gastroenterologist with an interest in Hepatology, or Hepatologist, with an interest and experience in ERCP. The successful candidate will work alongside two other consultants who carry out ERCP to provide mentoring and help as required if the candidate is still gaining experience.

This post will be based at The Royal Gwent Hospital (RGH) but the post holder may be expected to work at other sites as part of a flexible working pattern. The successful candidate will join 2 (and possibly 3, pending concurrent appointment) other consultants who manage all patients with hepatological disorders at RGH.

This post will involve care of in patients on the Gastroenterology ward at RGH on a 1:4 basis, assessment of new admissions to hospital with hepatological conditions and participation in the on call endoscopy rota. Patients with non-hepatological conditions on the gastroenterology ward are managed by gastroenterologist with a luminal interest. Patients admitted to the ward (and medical outliers to buddy wards) with non-GI and non-hepatological conditions are shared out fairly across the on ward teams.

Clinics and endoscopy lists will be carried out at RGH or Ysbyty Ystrad Fawr (YYF) as agreed in job planning discussions.

The job description outlines the main duties of the post which may be reviewed in conjunction with the post holder in the light of experience, training needs, interests and service developments.

Post specific information

It is an interesting and exciting time to join ABUHB to be part of a young and enthusiastic Department to help modernise and develop to new ways of delivering healthcare. The Department of Gastroenterology prides itself as a supportive, cohesive and friendly place to work, where interests and career developments are readily accommodated. We hold regular group meetings (directorate meetings, endoscopy user groups, grand rounds, journal clubs, benign Xray meetings, cancer MDT) and social events as we feel this creates an atmosphere where challenges and obstacles are easier to overcome.

Endoscopy is carried out in all three hospitals, each having two endoscopy theatres, the newest of which is at YYF, which opened in 2010. The Welsh Government has stated that it expects all endoscopy units in Wales to be JAG accredited, and ABUHB is committed to investing in considerable modernisation of the units.

Experience or interest in learning endoscopic ultrasound (EUS) would be welcomed, but not essential and the job plan will have sufficient flexibility to enable the post-holder to train in EUS if desired, with a reduction in other clinical commitments. One SPA specifically for research can be made available for candidates able to demonstrate an ongoing commitment to publishing. ABUHB has a good tradition of data collection and the Department boasts a research fellow and data collection personnel.

Office accommodation, PC with internet access and secretarial support will be available for the appointee. There is a commitment to support continuing professional development through the provision of funded study leave and financial support for these activities. This will enable the post holder to satisfy Royal College of Physicians and CME requirements. Annual appraisals will be conducted in line with Royal College of Physicians guidance and conducted by Aneurin Bevan University Health Board’s panel of trained appraisers. These are trained in the all-Wales appraisal and revalidation software (MARS), and also have the capacity to generate activity and audit data to support annual appraisal and revalidation requirements.

Gastroenterology at ABUHB

Virtually every aspect of the Department of Gastroenterology and Hepatology has been subject to review under the ‘Transformational Plan’, which has resulted in significant investment and improvement both recently and projected over the next 3 years, including this expansion in Consultant numbers. This has arisen in recognition of significant rise in demand on gastroenterology services outstripping the capacity of the department to deal with it.

From January 2016, Gastroenterology at the Royal Gwent Hospital has separated from GIM, and has developed an out of hours bleeding rota. On call Endoscopists will receive calls from all hospitals regarding advice for endoscopy which is carried out at the RGH site out of hours, necessitating transfer of the patient if clinically appropriate. The on call Endoscopist is expected to attend the admission unit at RGH in the morning at weekends to help acute physicians with assessment and management of GI patients admitted
The Department has an establishment of specialist gastrointestinal nurses unrivalled in Wales, which is set to expand further. There are three colorectal nurse practitioners who perform flexible sigmoidoscopy. Two upper GI nurse specialists perform diagnostic gastroscopy, one of whom has a joint appointment with primary care in dyspepsia management. There are two clinical nurse specialists in hepatology shared with Nevill Hall Hospital, and there are two inflammatory bowel disease nurse specialists, one of whom is based at the Royal Gwent Hospital. There are three Bowel Screening Wales Specialist Screening Practitioners based at Ysbyty Ystrad Fawr (YYF), where screening colonoscopy is undertaken. Business cases for dieticians have also been submitted to improve management of the nutritional needs of our patients.

The unit also carries out endoscopic ultrasound and wireless capsule endoscopy, both currently at RGH site. Patients requiring oesophageal physiological studies are referred to the University Hospital of Wales, Cardiff.

Junior medical support is provided through an establishment of three Specialist Registrars, a Hepatology Research Fellow, two Clinical Trainees and two Foundation doctors. Outpatient and Endoscopy sessions have Specialist Registrar support with an expectation for the post holder to provide the appropriate guidance and training within these settings.

Details for Visiting

Those wishing to discuss the post informally in the first instance, or visit the department are encouraged to contact:

Divisional Director
Dr Deborah Wales
Consultant Physician
Nevill Hall Hospital
Abergavenny
NP7 7EG
Tel: 01873 732095
E-mail: deborah.wales@wales.nhs.uk

Clinical Director
Dr Marek Czajkowski
Consultant Gastroenterologist/Hepatologist
Royal Gwent Hospital
Newport
NP20 2UB
Tel: 01633 238938
E-mail: marek.czajkowski@wales.nhs.uk

Clinical Lead for Endoscopy
Dr Rhodri Davies
Consultant Gastroenterologist
Ysbyty Ystrad Fawr
Ystrad Mynach
CF82 7EP
Tel: 01443 802216
E-mail: rhodri.davies5@wales.nhs.uk

Consultant Gastroenterologist/Hepatologist
Dr Andrew Yeoman
Consultant Gastroenterologist/Hepatologist
Royal Gwent Hospital
Newport
NP20 2UB
Tel: 01633 234819
E-mail: andrew.yeoman@wales.nhs.uk

Shortlisted candidates are encouraged to visit and contact:

Dr Paul Buss
Medical Director
Aneurin Bevan University Health Board
Tel: 01633 435971

Mrs Judith Paget
Chief Executive
Aneurin Bevan University Health Board
Tel: 01633 435958

Please note that pre-interview visits to other AAC panel members are neither required nor expected.

Notes

A candidate for a consultant appointment shall not be reimbursed for more than three attendances. Where an authority invites such a candidate to attend prior to shortlisting, it may reimburse the candidate’s expenses provided that he or she is subsequently shortlisted, but not otherwise. In the case of candidates travelling from abroad, travelling expenses are payable only from the point of entry into the United Kingdom.

Applications are welcome from candidates wishing to work part time. If such a person is appointed, modification of the job content will be discussed on a personal basis.
JOB DESCRIPTION

Title: Consultant in Gastroenterologist/Hepatologist - Special Interest: ERCP (New Post)

Professionally responsible to: The Medical Director

Managerially accountable to: The Divisional Director, with ultimate accountability to the Chief Executive

Responsibility for Staff as Part of this Post: Shared clinical responsibility for junior medical staff in rotation with other Consultants, but also an expectation that the post-holder will become an educational supervisor for 1-2 trainee doctors at any one time.

Base: The Royal Gwent Hospital, Newport, SE Wales

Other hospitals at which duties are performed: In view of the fact that the organisation is currently undertaking a review of its services and the locations at which they are undertaken, it is important to be aware that work patterns may change and the place(s) of duties modified.

The Clinical Strategy of the Health Board is under constant development and the job holder may be required to undertake different duties agreed at the time of appointment.

Purpose of the Post and General Responsibilities

Specific responsibilities of the post are listed in the next section.

As a senior employee of the Health Board the post holder will work in close co-operation with, and support other clinical, medical professional and managerial colleagues in providing high quality healthcare to the Health Board’s patients.

Integral to the responsibilities of the post are the following requirements:-
- To ensure the provision of a first class clinical service
- To provide effective leadership to all staff engaged in the specialty
- To sustain and develop teaching and research wherever appropriate
- To undertake all work in accordance with the Health Board’s procedures and operating policies
- To conduct clinical practice in accordance with contractual requirements and within the parameters of the Division’s and Health Board’s service plans
- To maintain the confidence of business plans and development strategies formulated for the specialty, the Medical Division or the Health Board

Specific Responsibilities of the Post

- Endoscopy lists at YYF and RGH
- Outpatient clinics at RGH or YYF as part of flexible working to be agreed with candidate
- Commitment to OOH GI bleed rota
- 2 weeks in 6 (or 8) on ward cover at RGH
- Clinical validation of surveillance endoscopy requests, and vetting of new endoscopy requests
- Interface with nurse specialists, wider team, patients and families
- Special interest activities, including the possibility of endoscopic ultrasound or research.

Clinical
- To conduct clinical practice in accordance with contractual requirements within the parameters of the Division’s and Health Board’s agreed objectives
All clinical staff are accountable and responsible for their own clinical competence and should limit their actions to those for which they are deemed competent. Clinical staff are also required to comply with the requirements of their professional organisations regarding supervision.

Teaching/Training (as agreed with Clinical Director)
- To provide conditions for improved training opportunities in line with national and local recommendations arising out of MMC and related requirements
- To participate in the undergraduate teaching programme
- To assist and participate with the development of postgraduate training for F1s, F2s, SpRs, STs and other staff as appropriate
- Where agreed, to act as Educational Supervisor to junior and middle grade medical staff

Audit (as agreed with Clinical Director)
- To promote evidence-based clinical practice
- To undertake regular audit

Quality and Standards
- To be familiar with and actively promote adherence to the regulatory framework including NICE and National Service Framework Guidance and to actively promote professional standards “The Duties of a Doctor”
- To undertake all work in accordance with the Health Board’s procedures and operating policies

Learning Organisation
- To be involved in and actively manage complaints and any medico legal claims in their area of practice, management of serious incidents and responsibility for sharing any organisational learning from these

Patient Experience
- To monitor and respond to measures of patient experience.

Patient Safety
- To work actively to reduce unintended harm to patients
- To contribute actively to the content areas of the 1000 Lives Plus Campaign and any other subsequent patient safety campaign
- To adhere to the Health Board’s Clinical Incident Policy

Personal Development
- To attend accredited conferences and meetings to update personal level of clinical practice, teaching and management skills in line with CME requirements
- To participate in an annual Job Planning Review process
- To participate in the Health Board’s Annual Appraisal process

Management (as agreed with Clinical Director)
- To provide medical information for the development of systems appropriate for Health Board needs
- To participate in departmental consultant and senior staff meetings
- To attend other departmental, Divisional and Health Board meetings as necessary
- To attend regional and national meetings as necessary
- To undertake all work in accordance with Health Board procedures and operating policies
- To work within the financial and other restraints decided upon by the Health Board. Additional expenses of any kind will not be committed without the approval of the appropriate manager/budget holder

The post holder has a general duty of care for their own health, safety and wellbeing and that of work colleagues, visitors and patients within the hospital. This statutory duty is in addition to any specific risk management or clinical governance accountabilities associated with the post.

Finally, the post holder is expected to:
- Observe the rules, policies, procedures and standards of Aneurin Bevan University Health Board together with all relevant statutory and professional obligations
- Observe and maintain strict confidentiality of personal information relating to patients and staff
- Be responsible, with management support, for their own personal development and to actively contribute to the development of colleagues

Location
The principal place of work for this post is currently the Royal Gwent Hospital. The post holder will generally be expected to undertake their programmed activities at the principal place of work or other locations agreed in the Job Plan. Exceptions will include travelling between work sites and attending official meetings away from the workplace. A planned and cost effective approach is expected, and is
included in the DCC sessional allocation. The post holder may be required to work at any site within the Health Board, including new sites.

Review

This job description will be regularly reviewed. It is intended as a guide to the general scope of duties and is not intended to be definitive or restrictive. It is expected that some of the duties will change over time and this description will be subject to review in consultation with the post holder.
Provisional Job Plan  
(As required under paragraph 30a of the Terms and Conditions of Service)

### On Wards: (1:4)

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Work</th>
<th>Category</th>
<th>No. of Sessions</th>
</tr>
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<tr>
<td></td>
<td>AM</td>
<td>RGH</td>
<td>Ward Round</td>
<td>DCC</td>
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<td>Admin</td>
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</tr>
<tr>
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<td>RGH</td>
<td>HPB MDT/Endoscopy</td>
<td>DCC</td>
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</tr>
<tr>
<td></td>
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<td>RGH</td>
<td>Rapid access clinic</td>
<td>DCC</td>
<td>1.00</td>
</tr>
<tr>
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<td>AM</td>
<td>RGH</td>
<td>Ward round</td>
<td>DCC</td>
<td>1.00</td>
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<td></td>
<td>PM</td>
<td>RGH</td>
<td>(uncontracted)</td>
<td>DCC</td>
<td>1.00</td>
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<tr>
<td>Thursday</td>
<td>AM</td>
<td>RGH</td>
<td>Endoscopy</td>
<td>DCC</td>
<td>1.00</td>
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<td></td>
<td>PM</td>
<td>RGH</td>
<td>SPA</td>
<td>SPA</td>
<td>1.00</td>
</tr>
<tr>
<td>Friday</td>
<td>AM</td>
<td>RGH</td>
<td>Ward round</td>
<td>DCC</td>
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<td>PM</td>
<td>RGH</td>
<td>SPA</td>
<td>SPA</td>
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<td>DCC</td>
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**TOTAL Programmed Activities** 10.00

### Off Wards (3:4)

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<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Work</th>
<th>Category</th>
<th>No. of Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>AM</td>
<td>County</td>
<td>Outpatient clinic</td>
<td>DCC</td>
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<td>PM</td>
<td>RGH</td>
<td>SPA</td>
<td>SPA</td>
<td>1.00</td>
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<tr>
<td>Tuesday</td>
<td>AM</td>
<td>RGH</td>
<td>HPB MDT/Admin (uncontracted)</td>
<td>DCC</td>
<td>1.00</td>
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<tr>
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<td>PM</td>
<td>YYF</td>
<td>Endoscopy</td>
<td>DCC</td>
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</tr>
<tr>
<td></td>
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<td>Outpatient</td>
<td>DCC</td>
<td>1.00</td>
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<tr>
<td>Wednesday</td>
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<td>RGH</td>
<td>Endoscopy</td>
<td>DCC</td>
<td>1.00</td>
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<td></td>
<td>PM</td>
<td>RGH</td>
<td>SPA</td>
<td>SPA</td>
<td>1.00</td>
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<tr>
<td>Thursday</td>
<td>AM</td>
<td>RGH</td>
<td>SPA</td>
<td>SPA</td>
<td>1.00</td>
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<tr>
<td></td>
<td>PM</td>
<td>RGH</td>
<td>Outpatients</td>
<td>DCC</td>
<td>1.00</td>
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<tr>
<td>Friday</td>
<td>AM</td>
<td>RGH</td>
<td>SPA</td>
<td>SPA</td>
<td>1.00</td>
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<tr>
<td></td>
<td>PM</td>
<td>RGH</td>
<td>Outpatients</td>
<td>DCC</td>
<td>1.00</td>
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<tr>
<td>On call</td>
<td></td>
<td></td>
<td></td>
<td>DCC</td>
<td>1.00</td>
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</tbody>
</table>

**TOTAL Programmed Activities** 10.00
| Direct Clinical Care (including unpredictable on-call) | 7.00 |
| Supporting Professional Activities                   | 3.00 |
| **TOTAL SESSIONS**                                    | **10** |

<table>
<thead>
<tr>
<th>On-Call Availability Supplement</th>
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<tbody>
<tr>
<td>Agreed on-call rota</td>
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<tr>
<td>Agreed Intensity Supplement</td>
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</table>

In line with the terms and conditions, the final job plan is subject to the agreement of the Health Board through the Clinical Director and the appointee.
## Person Specification

**CONSULTANT GASTROENTEROLOGIST/HEPATOLOGIST WITH AN INTEREST IN ERCP (040-CON303-N)**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Essential</th>
<th>Desirable</th>
<th>Measurable by</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Qualifications</strong></td>
<td>- Full GMC Registration and Licence to Practise</td>
<td>- Relevant Higher Degree e.g. MD; PhD; MSc</td>
<td>Application</td>
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<td></td>
<td>- MRCP or equivalent</td>
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<td></td>
<td>- On the GMC Specialist Register (including via CESR/European Community Rights) or will have a CCT/CESR(CP) date within 6 months of interview</td>
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<td></td>
<td>- Valid Certified Advanced Life Support Skills (or equivalent international qualification)</td>
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<td>Application</td>
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<tr>
<td><strong>Clinical Experience</strong></td>
<td>- Broad based experience in Gastroenterology</td>
<td>- Experience of NHS</td>
<td>Application/Interview</td>
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<td></td>
<td>- To be in an advanced state of training in ERCP</td>
<td>- Competence in ERCP</td>
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<td></td>
<td>- Knowledge of UK hospital systems (or equivalent)</td>
<td>- Wider experience, research and training in Gastroenterology</td>
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<td></td>
<td>- Knowledge and participation in CPD</td>
<td>- Broad experience in Acute General (Internal) Medicine</td>
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<td></td>
<td>- Competence in diagnostic and therapeutic gastroscopy and colonoscopy, including emergency endoscopy in patients with acute gastrointestinal bleeding</td>
<td>- A relevant gastroenterology sub-specialist interest</td>
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<td></td>
<td>- Able to apply knowledge</td>
<td>- Evidence of above average performance</td>
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<td></td>
<td>- Safe and effective written and verbal communication skills</td>
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<td>- Meet the requirement of the GMC’s “Good Medical Practice”</td>
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<td><strong>Clinical Governance</strong></td>
<td><strong>Research</strong></td>
<td>Application/Interview</td>
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<td></td>
<td>- Evidence of participation in clinical audit and understanding role of audit in improving medical practice</td>
<td>- Experience and knowledge of critical appraisal of evidence</td>
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<td>- Comprehension of core philosophy and building blocks of Clinical Governance</td>
<td>- Evidence of initiating, progressing and concluding research projects with publication</td>
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<td><strong>Teaching</strong></td>
<td>- Knowledge of risk management</td>
<td>Application/Interview</td>
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<td></td>
<td>- Evidence of organising programmes and teaching medical students and junior doctors</td>
<td>- Research degree</td>
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<td></td>
<td>- Willingness to teach medical undergraduates and postgraduates</td>
<td>- Organisation of further teaching programmes in medical education</td>
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<td><strong>Management</strong></td>
<td>- “Training the Trainers” experience</td>
<td>Application/Interview</td>
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<td></td>
<td>- Knowledge of the management and structure of the NHS</td>
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<tr>
<td></td>
<td><strong>Personal Qualities</strong></td>
<td><strong>Other Requirements</strong></td>
<td>Interview</td>
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<tr>
<td></td>
<td>- Ability to cope with stressful situations and undertake responsibility</td>
<td>- Evidence of leadership attributes</td>
<td>Application/Interview</td>
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<td></td>
<td>- Excellent interpersonal skills and team-working skills</td>
<td>- Motivational skills</td>
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<td>- Ability to work as part of a multidisciplinary and multi-agency team</td>
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<td>- Ability to work flexibly in response to the changing needs of the service</td>
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<td></td>
<td><strong>Other Requirements</strong></td>
<td>- Demonstrable skills in written and spoken English adequate to enable effective communication about medical topics with patients and colleagues</td>
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<td>- Satisfactory pre-employment checks compliant with National Standards</td>
<td>- Ability to speak Welsh or willingness to learn</td>
<td>Application/Interview</td>
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<tr>
<td></td>
<td>- Ability to fulfil all duties of post, including on-call commitments and travel to meet requirements of the post</td>
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</tbody>
</table>
The Specialty

Senior and Consultant Members of the Service Group

Based at the Royal Gwent Hospital
Dr Marek Czajkowski .................. Clinical Director/ Gastroenterology and Hepatology
Dr Miles Allison ....................... Consultant in General Medicine/Gastroenterology
Dr Nimal Balaratnam ................ Consultant in General Medicine/Gastroenterology
Dr Vivek Goel .......................... Consultant in General Medicine/Gastroenterology
Dr Andrew Yeoman .................... Consultant in General Medicine/Gastroenterology and Hepatology
Dr Fidan Yousuf ......................... Locum Consultant in General Medicine/Gastroenterology and Hepatology

Based at Nevill Hall Hospital
Dr Karen Yearsley ...................... Consultant in General Medicine/Gastroenterology
Dr Kate Axe ............................. Consultant in General Medicine/Gastroenterology/Hepatology

Based at YYF
Dr Rhodri Davies ...................... Consultant in General Medicine/Gastroenterology and Lead Bowel Screening Colonoscopist
Dr Amudha Somasekar ................ Consultant in General Medicine/Gastroenterology

Medical Leads for the Division
Divisional Director for Unscheduled Care ............ Dr Deborah Wales

Clinical Tutors for the Specialty
Consultant Physician .................... Dr Kofi Obuobie
Consultant Cardiologist .................. Dr Philip Campbell

Other Relevant Staff
Junior Medical Support Based at the Royal Gwent Hospital
3 Specialist Registrars
Hepatology Research Fellow
2 Clinical Trainee
2 Foundation
The Organisation

Aneurin Bevan University Health Board

The new Health Board was formed on 1 October 2009, as part of the reorganisation of the NHS in Wales. It replaced Gwent Healthcare NHS Trust, the Acute Trust established in 1999 and five Gwent Local Health Boards, who had responsibility for primary care. The newly formed Aneurin Bevan Health Board is responsible for the healthcare of more than 600,000 people living in south east Wales, providing primary and acute services, plus a wide range of community and mental health care.

The Health Board is one of the largest and busiest in the UK with acute hospitals at Newport, Abergavenny and Caerphilly, supported by community hospitals and extensive community, general practices, mental health and learning disability services.

The Board has three acute hospitals and twelve other hospitals and opened two new local general hospitals in 2010 and 2011. A Specialist and Critical Care Centre is already planned.

It has over 13,000 staff, including over 1,000 doctors and general practitioners, 280 consultants and a nursing staff of more than 5,000. Its Clinical School has 950 medical students and 350 post-graduate junior doctor replacements each year.

The Board covers a key geographical area on the picturesque Welsh border, with Cardiff and Bristol within commuting distance and direct links by road and rail to major UK centres such as London, Birmingham and Manchester.

Its key executives are:

<table>
<thead>
<tr>
<th>Chair</th>
<th>Chief Executive</th>
<th>Medical Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs Ann Lloyd, CBE</td>
<td>Mrs Judith Paget</td>
<td>Dr Paul Buss</td>
</tr>
</tbody>
</table>

Clinical Futures Programme

In May 2005 ‘Designed for Life’ set out a challenging but essential agenda for the NHS in Wales, and its partners, in accelerating change and continuing the wholesale transformation of services to ensure that the NHS plays a key role in improving the quality of life within Wales.

Aneurin Bevan University Health Board accepts this challenge and has been developing plans for the remodelling and reconfiguration of clinical services over the last twelve years. This has been known as the ‘Clinical Futures Programme’ which builds upon the Local Health, Social Care and Well Being Strategies that have been developed by LHBs and their partners, together with the Clinical Futures Strategy for secondary care. In essence the Programme sees a shift in focus from hospital to community based care, where a network of Local General Hospitals providing routine emergency, elective and diagnostic services work closely with and support primary and community based services. This system of care would be supported by a single Specialist and Critical Care Centre, now known as The Grange University Hospital, in an accessible location for the Gwent catchment population, consolidating services that cannot be safely delivered through community services or the Local General Hospital network (these include inpatient paediatrics, neonatology, consultant led obstetrics, critical care, major emergencies (medical, surgical and trauma) and major/complex surgery).

The programme is in part dependent on capital investment and commissioning of new hospital facilities. In October 2010 the Health Board opened Ysbyty Aneurin Bevan in Ebbw Vale - the first 100% single room hospital in the UK. Ysbyty Ystrad Fawr opened in Ystrad Mynach in 2011, providing a state of the art Local General Hospital with inpatient, outpatient, diagnostic, theatre, hydrotherapy and therapy facilities.

The Grange University Hospital was approved by the Welsh Government in 2016 and construction is underway on the site of the old Llanfrechfa Grange Hospital near Cwmbran. The Grange is due to open in 2021.

In parallel with the capital planning process, the Health Board is also implementing the Frailty Programme, providing a wide range of services to frail people in their homes through the establishment of Community Resource Teams, building up existing Chronic Conditions Management services across communities and strengthening Mental Health Community Teams to provide a wider range of services outside of hospital settings.

For further information please visit the Clinical Futures Website at - http://www.wales.nhs.uk/sites3/home.cfm?orgid=891
Teaching & Research

Gwent Clinical School

The title of Gwent Clinical School was formally awarded to Gwent Healthcare NHS Trust (and subsequently the Aneurin Bevan University Health Board) in April 2002 by the University of Wales College of Medicine (Cardiff University) and is the consolidation of all the clinical teaching activity within the organisation. The Gwent Clinical School campus reflects the educational and clinical facilities throughout the entire Health Board.

The ethos of the Gwent Clinical School is to provide quality educational opportunities, not only to undergraduate medical students, but also to other undergraduate healthcare professions and to the postgraduate trainees and professional staff in employment within the Health Board. Therefore, the creation and development of this ethos not only enables the expansion of clinical healthcare professionals within the NHS in Wales, but also meets the clinical governance agenda in relation to continuous professional development and quality and clinical excellence.

The Gwent Clinical School is predominantly linked with medical education but it is the firm intention of the Health Board to develop this so that a clear educational benefit can be seen for all professions. The increase in multidisciplinary education both at undergraduate and postgraduate levels has helped to facilitate this ideal and consultant staff are required to take a lead in developing multidisciplinary educational opportunities wherever possible.

An Assistant Medical Director for Education, Dr Hywel Jones, provides a corporate lead for the department which is headed by Linda Coe, Head of Medical Education and Revalidation Services.

Undergraduate Education

The Gwent Clinical School provides large numbers of high quality clinical placements for students in all five years of training. Clinical Placements are sited throughout the four major hospital sites in the Aneurin Bevan University Health Board. The Royal Gwent Hospital in Newport takes the majority of medical students and provides clinical placements for all five years.

All consultants within Aneurin Bevan University Health Board are required to take a full and active role in undergraduate education. The extent of that commitment will vary in each specialty dependent on need. However, full participation is essential to ensure the realisation of the Gwent Clinical School ideal. The Health Board has developed a particularly close association with Cardiff University and honorary lecturer titles are given to consultants within the Health Board who provide a lead in undergraduate medical education.

Postgraduate Education

The Health Board is also very active in facilitating the development of junior medical staff to ensure that the medical service of the future is provided by highly trained and effective medical staff. There are four centres for postgraduate education within the Health Board. The central Deanery in Wales is based in Cardiff and is headed by Professor Peter Donnelly, Postgraduate Dean. The Health Board enjoys a close relationship with the Postgraduate Deanery and annual commissioning reviews ensure that the postgraduate education taking place across the Health Board is relevant and effective. There are two Faculty Leads in post within the Health Board, one leading on quality and one leading on training.

All consultants take a full and active role in postgraduate education both by the ongoing teaching commitment to their own junior staff and also by participating fully in multidisciplinary educational events across the Health Board.

Educational Facilities

There are four Education Centres across the Health Board, based at Nevill Hall Hospital, Royal Gwent Hospital, St Cadocs Hospital and the new hospital at Ysbyty Ystrad Fawr. The Centres provide comprehensive facilities incorporating a number of seminar and lecture rooms which are fully equipped with LCD projection facilities as well as a range of specialist audiovisual equipment to facilitate multidisciplinary team meetings across Wales.

The Library service is of an extremely high standard with professional librarians based at each of the four main sites. The libraries offer access to an extensive range of investigative resources, both in hard copy and electronic formats, including full access to Clinical Key. All NHS libraries in Wales also work in partnership with Cardiff University which allows access to a much wider resource.
The Health Board is keen to develop its resources in relation to simulation and clinical skills training, and offers fully equipped skills labs in the Royal Gwent, Nevill Hall and Ysbyty Ystrad Fawr Centres. In addition, High Fidelity Simulators, including paediatric models, are available in the dedicated simulation suites at these hospitals. There are two Clinical Leads for Simulation who are developing this resource further, with particular emphasis on human factors training for clinical teams.

All consultants are expected to take part in Education Centre activities as required.

Key Medical Education Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Hywel Jones</td>
<td>Assistant Medical Director (Education and Training) &amp; Honorary Sub Dean, Cardiff University</td>
<td>01633 23 8018 07891 812871 <a href="mailto:Hywel.jones3@wales.nhs.uk">Hywel.jones3@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Miss Linda Coe</td>
<td>Head of Medical Education and Revalidation Services</td>
<td>01633 23 8127 07891 872872 <a href="mailto:Linda.coe@wales.nhs.uk">Linda.coe@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Mrs Rosanna Carnevale</td>
<td>Deputy Head of Medical Education</td>
<td>01633 238143 <a href="mailto:Rosanna.carnevale@wales.nhs.uk">Rosanna.carnevale@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Mr A Shandall</td>
<td>Faculty Lead (Quality)</td>
<td>01633 23 4124 <a href="mailto:Ahmed.shandall@wales.nhs.uk">Ahmed.shandall@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Dr Yvette Cloete</td>
<td>Faculty Lead (Training)</td>
<td>01873 73 2877 <a href="mailto:Yvette.Cloete@wales.nhs.uk">Yvette.Cloete@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Dr Francis Subash</td>
<td>Foundation Programme Director &amp; Clinical Lead for Clinical Skills and Simulation</td>
<td>01633 23 8250 <a href="mailto:Francis.subash@wales.nhs.uk">Francis.subash@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Dr Stuart Linton</td>
<td>Deputy Foundation Programme Director</td>
<td>01873 73 2298 <a href="mailto:Stuart.linton@wales.nhs.uk">Stuart.linton@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Dr Ashok Vaghella</td>
<td>Clinical Lead for Clinical Skills and Simulation</td>
<td>01633 238124 <a href="mailto:Ashok.vaghella@wales.nhs.uk">Ashok.vaghella@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Dr Suresh Pandalai</td>
<td>SAS Tutor</td>
<td><a href="mailto:suresh.pandalai@wales.nhs.uk">suresh.pandalai@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Dr Julie Keeley</td>
<td>GP VTS Director</td>
<td><a href="mailto:Keely.julie@yahoo.co.uk">Keely.julie@yahoo.co.uk</a></td>
</tr>
<tr>
<td>Dr Sasha Robinson</td>
<td>GP VTS Director</td>
<td><a href="mailto:Sasharobinson@btinternet.com">Sasharobinson@btinternet.com</a></td>
</tr>
<tr>
<td>Miss Lisa Cooper</td>
<td>Education Centre Manager (NHH) &amp; Training Lead</td>
<td>01873 732866 <a href="mailto:Lisa.cooper2@wales.nhs.uk">Lisa.cooper2@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Mrs Kerry James</td>
<td>Education Centre Manager, RGH Clinical Skills and Simulation Manager</td>
<td>01633 238124 <a href="mailto:Kerry.james2@wales.nhs.uk">Kerry.james2@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Mrs Caroline Newman</td>
<td>PA to H Jones &amp; L Coe &amp; Foundation e-portfolio Administrator</td>
<td>01633 238250 <a href="mailto:Caroline.newman@wales.nhs.uk">Caroline.newman@wales.nhs.uk</a></td>
</tr>
</tbody>
</table>

Research

Research is encouraged, particularly when this is appropriate to the professional development of the successful candidate and to the service development of the department. Opportunities are available within the Health Board with applications for funding co-ordinated by the Health Board’s Research Development office.

Key Research and Development Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Base Hospital</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Sue Bale</td>
<td>Research and Development Director</td>
<td>St Woolos Hospital</td>
<td>01633 238506</td>
</tr>
<tr>
<td>Dr Ian Williamson</td>
<td>Lead Clinician for Clinical Trials</td>
<td>St Woolos Hospital</td>
<td>01633 238196</td>
</tr>
<tr>
<td>Mrs Jeanette Wells</td>
<td>Research &amp; Development Manager</td>
<td>St Woolos Hospital</td>
<td>01633 238523</td>
</tr>
<tr>
<td>Dr Chris Edwards</td>
<td>Medical Physicist and Health Board Adviser on medical statistics</td>
<td>St Woolos Hospital</td>
<td>01633 238560</td>
</tr>
</tbody>
</table>
Appraisal and Revalidation

All doctors holding a licence to practice from the GMC are required to take part in annual appraisal. Appraisal and Revalidation Services are managed within the Department of Medical Education in order to retain a focus on learning and improvement.

Aneurin Bevan University Health Board uses an electronic appraisal system (MARS) in order to undertake appraisal activities. The system acts as an e-portfolio in addition to a tool which is used to arrange and record appraisals. All new medical staff should make contact with the Appraisal and Revalidation team as soon as possible in order to ensure that annual appraisal takes place. All previous appraisal summaries should be forwarded the department on appointment.

Key Personnel:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Paul Buss</td>
<td>Medical Director/Responsible Officer</td>
<td>01633 435971 <a href="mailto:Paul.Buss2@wales.nhs.uk">Paul.Buss2@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Dr Steve Dumont</td>
<td>Appraisal Lead</td>
<td>01633 23 8127 <a href="mailto:Steve.dumont@wales.nhs.uk">Steve.dumont@wales.nhs.uk</a></td>
</tr>
<tr>
<td>Miss Linda Coe</td>
<td>Head of Medical Education and Revalidation Services</td>
<td>01633 23 8127 07891 872872 <a href="mailto:Linda.coe@wales.nhs.uk">Linda.coe@wales.nhs.uk</a></td>
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<tr>
<td>Mrs Rosanna Carnevale</td>
<td>Deputy Head of Medical Education</td>
<td>01633 238143 <a href="mailto:Rosanna.carnevale@wales.nhs.uk">Rosanna.carnevale@wales.nhs.uk</a></td>
</tr>
</tbody>
</table>

Important Information for Candidates

Pre-Employment Screening

1. All candidates recommended for appointment will be subject to mandatory pre-employment checks before an unconditional offer of employment can be made and these will be detailed in the provisional offer letter.

2. Any offer of appointment may subsequently be withdrawn if a candidate knowingly withholds information, or provides false or misleading information. Information disclosed on application forms or CV’s will be checked.

3. References for those new to the NHS or who have taken a break will be required to cover a minimum of three years of previous employment and/or training, or up to five years where a candidate has been employed in long term posts, including their current or most recent clinical supervisor. References for existing NHS staff will be determined based on duration of employment history and any breaks in service. For Consultant posts a minimum of 3 references will be required, to include the candidate’s current Medical Director or supervising consultant. Please ensure your application/CV covers these mandatory requirements. Employment dates may be verified through the organisation’s HR department or recruitment function and referees may be contacted by telephone for further information or verification.

4. References will be sought for all shortlisted candidates for substantive and locum Consultant and Specialty Doctor posts and will be used solely to confirm a recruitment decision on the day of interview. Please indicate clearly if you do not consent to references being sought from your current employer. References for junior staff will usually be sought at conditional offer stage.

5. The nature of the work of this post is exempt from the provisions of Section 4 (2) of the Rehabilitation of the Offenders Act 1974 (Exemption Order 1975). Applicants are, therefore, not entitled to withhold information about convictions under the Act and, in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Health Board. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the Order applies.

Making an Application

6. Please apply for this post on-line at NHS Jobs: http://www.jobs.nhs.uk/cgi-bin/advsearch?vpd_code=040. If you have problems using the online process, or need any assistance, please email medicalrecruitment@wales.nhs.uk
7. All applicants for Consultant posts must be either on the GMC’s Specialist Register or a Specialist Registrar due to obtain relevant CCT/CESR(CP) within 6 months of the date of interview.

8. Candidates are asked to note that canvassing of any member of an Advisory Appointments Committee/Interview Panel or Health Board Members will disqualify them. However, this should not deter candidates from contacting any person for further information about the job.

9. Applicants who are related to any member or senior office holder of the Health Board should clearly indicate in their application the name of the member or officer to whom related, and the nature of the relationship. A candidate deliberately concealing such a relationship would be disqualified.

**General Terms and Conditions of Service**
*(Personal Terms and Conditions will be issued within 8 weeks of commencement in post)*

10. Substantive and Locum Consultant and Specialty Doctor appointments are covered by the National Health Service Terms and Conditions of Service for Hospital Medical and Dental Staff (Wales) and the General Whitley Council Conditions of Service as amended from time to time. Details of these may be obtained from the HR Department. All Clinical Fellows and Fixed Term Appointees covering training gaps are appointed on terms and conditions that mirror national terms and conditions.

11. The appointment is superannuable under the National Health Service Superannuation Scheme. Remuneration will be subject to deduction of pension contributions in accordance with the Department of Health and Social Security regulations.

12. Reimbursement of removal and associated expenses will be subject to the criteria laid down in the General Whitley Council Conditions of Service, together with the Aneurin Bevan University Health Board policy. For enquiries, please contact Karen Kryjom on 01633 623466 before committing any expenditure.

13. In keeping with the requirements of the Equality Act 2010, the Health Board would be pleased to make any ‘reasonable adjustments’ required by disabled applicants in relation to the application and interview process.

14. The Health Board requires appointees to any medical or dental grade to hold and maintain full professional registration and hold a Licence to Practise with the General Dental Council and/or General Medical Council, as set out in individual person specifications.

15. So far as is practicable the doctor appointed will be expected to provide cover for annual and study leave of colleagues.

16. An occupational health assessment may be required following appointment, prior to any doctor taking up a post in the organisation, following completion of a confidential questionnaire.

17. The Ionizing Radiation (Medical Exposure) Regulations 2000 impose a legal responsibility on Health Boards for all staff who refer patients for medical radiation exposures such as diagnostic x-rays to supply sufficient data to enable those considering the request to decide whether the procedure is justified.

The minimum standard for existing NHS employees undertaking exposure prone procedures is compliance with the UK Health Department’s guidance on “Protecting Health Care Workers and Patients from Hepatitis B” (PSM(93)12). A UK accredited laboratory report providing proof of non-infectivity for hepatitis B surface antigen (or if positive, e antigen negative with a viral load of 10³ genome equivalents/ml or less) is required.

Healthcare workers new to the NHS or existing NHS employees new to undertaking exposure prone procedures need additional health clearance in accordance with ‘Health Clearance for Tuberculosis, Hepatitis B, Hepatitis C and HIV: New Healthcare Workers’ (Welsh Assembly Government 2007). Evidence is required for non-infectivity for hepatitis B surface antigen (or if positive, e antigen negative with a viral load of 10³ genome equivalents/ml or less), HIV and hepatitis C (or if antibody positive, negative for Hep C RNA).

18. Proof of immunity against hepatitis B is desirable. Non-immune staff, undertaking exposure prone procedures, must agree to have the appropriate relevant blood tests every 12 months.

19. All staff are responsible for Data Quality in accordance with the Health Board’s Data Quality Policy. It is the responsibility of all staff to ensure that information captured on paper; on electronic patient administration systems or any other media is correctly recorded in the first place; is regularly updated and is easily accessible when needed.
For Consultant Appointments Only

20. Given the particular nature of their work, consultants will be required to live in a location which is within reasonable travelling time from their place of work, as agreed with their Clinical Director.

21. Consultants are normally covered by the NHS Hospital and Community Health Services indemnity against claims of medical negligence. However, in certain circumstances (especially in services for which you receive a separate fee) a consultant may not be covered by the indemnity. The Health Departments therefore advise that you maintain membership of your medical defence organisation. A copy of WHC(89)/70 and the leaflet on indemnity issued in December 1989 is available from the Medical Recruitment Team.

22. The salary applicable is on the consultant pay scale and will be specified in the contract. On first appointment to the Consultant grade, the Health Board has discretion to fix the starting salary at any of the two next incremental points above the minimum of the scale by reasons of age, special experience, service in HM Forces or in a developing country, and qualifications.

For Specialty Doctor Appointments Only

23. The salary applicable is on the Specialty Doctor pay scale and will be specified in the contract.
ABUHB Organisational Values and Behaviours

The Health Board is committed to achieving the highest standards of healthcare services and to provide a safe, healthy, and fair working environment, where all staff are treated with dignity and respect.

All staff are expected to perform their role in accordance with NHS Wales’ Core Values of:

- Putting quality and safety above all else
- Integrating improvement into everyday working
- Focusing on prevention, health improvement and inequality
- Working in true partnerships with partners and organisations and with our staff
- Investing in our staff through training and development, enabling them to influence decisions and providing them with the tools, systems and environment to work safely and effectively

Aneurin Bevan Health Board’s Values and Behaviours Framework includes four core values with associated behaviours expected of every member of staff, regardless of their role in the Health Board, which are:

**CORE VALUES**

- Patient first
- Personal responsibility
- Passion for improvement
- Pride in what we do

These core values support good governance and help ensure the achievement of our vision for Aneurin Bevan University Health Board:

- Working with you for a healthier community
- Caring for you when you need us
- Aiming for excellence in all we do

**ASSOCIATED BEHAVIOURS** to ensure our vision and values are put in to practice are:

- Treating everyone politely, with dignity, respect and kindness
- Helping patients, their families, the public and colleagues when we can, or putting them in touch with the right person if we can’t
- Regularly seeking feedback from patients, clients and colleagues
- Responding to concerns, problems and complaints quickly and courteously
Supplementary Information for Candidates

Local Authorities in the Gwent Area
School, Transport and Local Information
Torfaen County Borough Council
Schools, Nurseries and Comprehensive Schools A-Z
Local public transport information
Your Local Area (Community Services)
www.torfaen.gov.uk/en/CommunityLiving/CommunityAndLiving.aspx
Newport City Council
List of Nurseries in Newport
www.newport.gov.uk/searchforchildcare/?event=getProviderList&facilitytypeid=111
A – Z list of primary and secondary schools in the Newport area
www.newport.gov.uk/_dc/index.cfm?fuseaction=schools.alphabetical
History of the Newport area
www.newport.gov.uk/_dc/index.cfm?fuseaction=history.homepage
Local public transport information
www.newport.gov.uk/_dc/index.cfm?fuseaction=transport.publictransport
Blaenau Gwent Council
A list of primary and secondary schools
Information on local childcare
http://www.blaenau-gwent.gov.uk/education/184.asp
Local public transport information
http://www.blaenau-gwent.gov.uk/transport/286.asp
Monmouthshire Council
For information on schools in the Monmouthshire area, gives contact details and catchment areas
http://www.monmouthshire.gov.uk/primary-school-directory/
Local Information
http://www.monmouthshire.gov.uk/home/explore-and-enjoy/
Discover Monmouthshire
www.visitmonmouthshire.co.uk/
Caerphilly Council
Webpage providing information on schools and public transport
www.visitcaerphilly.gov.uk

Estate/letting agents
Rightmove
www.rightmove.co.uk
Covers all areas in Wales
Davis and Sons Estate Agents
http://www.davisdandsons.net
Offices Located: Aberavenny , Bargoed , Blackwood , Blaenavon , Cattleton , Chepstow , Cwmbran , Newport , Pontypool , Risca
Richard Tuck
http://www.richardtuck.co.uk
Offices Located: Blackwood , Risca
Archer and Co Estate Agents
http://www.archerandco.com
Estate Agents , Surveyors & Valuers
Office Located: Chepstow
Newland Rennie Wilkins Chartered Surveyors
http://www.newstownproperty.com
Auctions & Auctioneers , Business Property , Estate Agents , Overseas Property , Residential Letting , Residential Property , Surveyors & Valuers
Offices Located: Aberavenny , Caldicot , Chepstow , Cwmbran , Magor , Monmouth , Newport
Crook & Blight Estate Agents
http://www.crookandblight.com
Estate Agents , Residential Letting , Residential Property
Office Located: Caerleon
Star Lettings
http://www.starlettings.com/
Estate agents, Residential Lettings
Located: Newport, Pontypool
Peter Alan
http://www.peteralan.co.uk
Estate agents, Residential Lettings
Offices Located: Blackwood, Caerphilly, Cwmbran, Newport
Roberts & Co Estate Agents
www.robertsandcoestateagents.co.uk/‎
Estate agents, Residential Lettings
Office Located: Newport, Cwmbran, Caerphilly, Ebbw Vale, Usk, Trefedgar

Other useful websites
Public Service Website
http://www.gov.uk/
Telephone Directory
www.yell.com
Bus/Train Travel
www.traveline-cymru.info
Wales Tourist Board Links
www.britainexpress.com/TIC/south-wales-tic.htm
Blaenavon Tourist Info
www.visitblaenavon.co.uk
Caerphilly Visitors Centre
www.visitcaerphilly.com
Newport Tourist Info
http://www.newport.gov.uk/_dc/index.cfm?fuseaction=visiting.homepage
Monmouth Tourist Info