

## Job Description

<b>Job Title:</b>	Specialist in Dermatology
<b>Base:</b>	Great Western Hospital
<b>Grade:</b>	Specialist
<b>Reporting to:</b>	Clinical Lead for Dermatology
<b>Relocation expenses</b>	Included as standard, applicants are able to claim up to £8,000 in relocation expenses (subject to eligibility, policy available on request).

### Our Values

Our STAR values are at the heart of everything we do. You can expect to see them in the way we act and the way we treat each other. Our values make us who we are. We will expect your values and behaviours to reflect the STAR Values of the organisation:

<b>Service</b>	We will put our patients first
<b>Teamwork</b>	We will work together
<b>Ambition</b>	We will aspire to provide the best service
<b>Respect</b>	We will act with integrity

### Visiting or Questions

We are a friendly department and would welcome any interested candidates to visit the Trust or to get in touch to ask any questions that you might have. The team are also open to discussing other sub-specialty interests you might like to explore in a potential job plan. To discuss the role or arrange a visit, please contact the clinical lead Dr Lindsay Whittam on [lindsay.whittam@nhs.net](mailto:lindsay.whittam@nhs.net) or via 01793-604367.

Shortlisted candidates are encouraged to visit the Trust and meet senior members of staff and management teams. Details will be shared following shortlisting.

### Summary of the role & Department overview

This is a substantive and full time Dermatology Specialist Doctor (Associate Specialist) post offering an opportunity for continued practice in a wide range of dermatology conditions, including clinics for Systemic Diseases, Routine and Cancerous Lesions, Paediatrics and Skin Surgery. Other clinical workload includes inpatient referrals and reviews, providing advice and guidance to primary care and administrative virtual clinics. Attendance at Local MDT and joint plastics clinic as required. There is support for RSM education sessions on the 3rd Thursday of the month.

The Great Western Hospital, Swindon is a large, busy, modern district general hospital situated near junction 15 of the M4 between the Marlborough Downs, the Ridgeway and the Vale of the White Horse. The population served by the Dermatology Service extends between Oxfordshire, Wiltshire, Gloucestershire and Berkshire, a population of approximately 330,000.

The Department sees the full range of Dermatology conditions, with clinics in general skin conditions, systemic diseases (psoriasis etc.), pigmented lesion and fast track cancer clinics and paediatric dermatology. There is also a monthly joint clinic with the plastic surgeons. The department holds a weekly local skin cancer MDT and a bimonthly specialist MDT with colleagues in Oxford. In addition to the practical clinical workload, the post holder will be encouraged to develop local research and audit plans.

*Our Values*

**Service Teamwork Ambition Respect**

The Department is supported by a team of Dermatology Specialist Nurses, Cancer Specialist Nurses, and a Nurse Led Phototherapy service (UVA, UVB & PDT), patch testing and full radiology facilities including CT and MRI.

The Dermatology service holds busy outpatient clinics from a dedicated dermatology area of the Wren Unit on the third floor of the hospital, matching high outpatient demand to activity. We work collaboratively with Plastic Surgery colleagues within the hospital, who are employed by Oxford University Hospital, our Tertiary centre for referrals and opinions.

As a Trust, we place high importance on staff wellbeing, you will be offered a wide variety of support to help you maintain your wellbeing and to help colleagues maintain theirs. The Trust's Health and Wellbeing team has won a National Award during 2020 for the work they have done locally.

The Trust has excellent travel links (including good onsite parking), with many cities within easy range and is located on the edge of Swindon with access to a variety of outstanding areas to live which include both urban or village areas with short commutes to the site.

## **We will help you achieve your goals**

### **Continuing Professional Development and Continuing Medical Education:**

We expect all staff to be committed to the concept of lifelong learning, we will support you to achieve this using personal development plans. You will be given a minimum of 1.5 SPAs within your job plan for CPD, within this core SPA, you will be able to prepare for revalidation, undertake personal study, attend educational meetings, undertake QI/Audits, complete appraisals, mandatory training and support basic teaching sessions. In addition, there are a variety of roles that attract additional SPA, such as being an Appraiser, taking on lead roles, chairing meetings, rota leads and educational supervision.

Lifelong learning is vital to the maintenance of a safe, patient focused, effective service and we expect all team members to participate in academic development of our department. We actively offer a range of medical education opportunities to our colleagues, including collaborative educational sessions with primary care colleagues in our PCN.

### **Leadership support:**

Having capable leaders is a key element in striving for future excellence, our executive team are personally committed to supporting our staff and developing leaders. There are a range of packages available to help individuals fulfil potential as a leader, these include a monthly leadership forum with a variety of speakers and additional training for those that wish to develop this aspect of their career.

### **Equal Opportunities:**

We feel the Trust is a progressive organisation, we pride ourselves on having a collective Equality, Diversity and Inclusion strategy that is more than just words. We use this to translate principles into real practise across the organisation, with tangible outcomes. This together with multiple groups and committees enables all voices to be heard and all groups to be represented, ultimately improving the working experience for all trust staff.

The Trusts EDI strategy can be viewed on the following link:  
[https://www.gwh.nhs.uk/media/2913/equality\\_and\\_diversity\\_strategy.pdf](https://www.gwh.nhs.uk/media/2913/equality_and_diversity_strategy.pdf)

## Main duties of the role

The duties outlined below are not definitive and may be changed in accordance with the needs of the service.

1. Multi-Disciplinary Team working is a key component of the working within the Trust and involves regular MDT discussions with colleagues.
2. Continuing responsibility for the care of patients in his/her charge, including all administrative duties associated with patient care.
3. Providing care for patients in established and innovative settings agreed by the service. Including, but not limited to: Face to Face clinics, Tele-Dermatology, Minor Operations, Inpatient Assessments and Virtual/Electronic reviews.
4. Contributing to continuing medical education activity.
5. Provision of cover for colleagues' periods of leave in accordance with arrangements agreed within Trust policy.
6. Participation in Clinical Audit to inform Quality Improvement and in continuing Medical Education.
7. Providing evidence-based care for patients in a multidisciplinary setting.
8. Conducting suitable duties in cases of emergencies and unforeseen circumstances.

## Salary and conditions of service

- The appointment is made subject to the national Terms and Conditions for Service Specialist as amended from time to time; most recent version is available here: <https://www.nhsemployers.org/sites/default/files/2022-06/Specialist-terms-and-conditions-June-2022.pdf>
- Specialists are expected to provide cover for each other during annual leave, study leave and sick leave, including supervision of the junior staff, supporting them in patient management.
- All Trust employees are expected to abide by local Trust policies
- Due to the nature of the work in these posts, they are exempt from the provision of section 4 (2) of the Rehabilitation of Offenders Act 1974, by virtue of the Rehabilitation of Offenders Act 1974 (Exemption Order 1975).  
Applicants are therefore not entitled to withhold information about convictions, including those, which, for other purposes are "spent", under the provisions of the Act, and are required to disclose convictions, including those pending, to the Trust. Failure to disclose such information may result in dismissal or disciplinary action.
- The appointments are subject to standard pre-employment checks including references and a satisfactory medical examination
- The post holders will have a broad base of training in Dermatology and must hold full registration with the General Medical Council.

## Other aspects of the post

The above is an outline only. It is not exhaustive and may be altered from time to time in accordance with the needs of the Trust. The post holder will be required to be co-operative and flexible in accordance with the needs of the Trust.

### Safeguarding

The Trust is a safeguarding employer committed to the safeguarding and promotion of welfare of children, young people and vulnerable adults and expects staff and volunteers to share this commitment.

### What the patients can expect from Staff

Patients can expect to be treated with courtesy and respect when they meet Trust staff. They can expect confidential information about them not to be disclosed to those who have no need to know. Patients can also expect staff to respond constructively to concerns, comments and criticism.

### What the Trust expects of individuals

The Trust expects individuals to act with honesty, integrity and openness towards others. Individuals will show respect for patients, staff and others. Individuals are expected to learn and adapt the use of information technology where relevant, in order to transform the way we respond to patients. Staff should be helpful to patients and their visitors at all times, should respond constructively to criticism and praise, and should work to foster teamwork both within the immediate team and across the Trust.

### What individuals can expect from the Trust

Individuals can expect to be trained for the job they are employed to do. Individuals can expect to be given feedback on their performance and to be encouraged and supported in their personal and professional development. Individuals can also expect to be treated with respect by others including those who manage them. Individuals can expect that issues of cultural diversity are treated tactfully and with respect by all who work within the organisation. The Trust will provide appropriate office space, secretarial support, and access to IT.

### Policy Statement

It is the policy of the Trust that neither a member of the public, nor any member of staff, will be discriminated against by reason of their sex, sexual orientation, marital status, race, disability, ethnic origin, religion, creed or colour. Individuals can expect to have their views listened to, particularly when they are raising legitimate concerns about the quality of the service provided. The Trust is committed to the spirit of as well as the letter of the law, and also to promotion of equality and opportunity in all fields.

## **Flexibility**

This job description is not intended to be exhaustive and it is likely that duties may be altered from time to time in the light of changing circumstances, in discussion with the post holder. This role profile is intended to provide a broad outline of the main responsibilities only. The post holder will need to be flexible in developing the role with initial and on-going discussions with the designated manager.

## Job Plan

### 1. Post Details

Specialty	<b>Dermatology</b>	
Clinical Division	<b>Division of Medicine</b>	
Nature of Contract	<b>Full Time</b>	
Number of programmed Activities	Contracted (10 or less)	Additional
	<b>10</b>	<b>0</b>

### 2. On-call Availability Supplement

Specialty:	
Frequency:	
Category A or B:	
On-call supplement:	

### 3. Supporting Resources

Facilities and resources required for delivery of duties and objectives
<ol style="list-style-type: none"> <li>1. Study / Professional Leave (30 days over a 3-year cycle).</li> <li>2. Access to shared secretarial support.</li> </ol>

### 4. Objectives

Objectives and how they will be met:
<ul style="list-style-type: none"> <li>• Participate in an annual job planning process using the Trust's electronic system.</li> <li>• Participate in an annual appraisal process.</li> <li>• Keep up to date with mandatory training.</li> <li>• Support junior and nursing staff within the department.</li> </ul>

### Programmed Activities

*Job plan is indicative only. The Job Plan will include the following elements but will be subject to review and agreement of final Job Plan following recruitment.*

Day	Time	Location	Type of Work	Categorisation	No of PAs	
					DCC	SPA
Monday	AM	GWH	Virtual (Admin)	Admin	1	
	PM	GWH	Clinic 2,4 SPA		0.5	0.5
Tuesday	AM	GWH	SPA			1
	PM	GWH	Clinic	Pigmented Lesion	1	
Wednesday	AM	GWH	MOP Clinic 1,3,5 Clinic 2,4	Minor Ops General	1	
	PM	GWH	MOP Clinic 1,3,5 Clinic 2,4	Minor Ops STC	1	

Thursday	AM	GWH	Advice & Guidance	Admin	1	
	PM	GWH	Admin	Admin	1	
Friday	AM	GWH	MOP Clinic 2,4,5 Clinic 1,3	Minor Ops General	1	
	PM	GWH	Clinic	General	1	

Programmed activity	Total Number
Direct clinical care (including predictable/unpredictable on-call)	8.5
Supporting professional activities	1.5
Other NHS responsibilities	
External duties	
<b>TOTAL PROGRAMMED ACTIVITIES</b>	<b>10</b>

### Job Plan Overview

Job plans will be reviewed annually.

### Ward Work

The successful candidate will be expected to see their patients pre-operatively, including management of care in the ITU, HDU and general wards. When on-call, management handovers will be required and written into the timetable for activities.

### Teaching

All specialists are expected to take part in the department's postgraduate education programme. This involves taking part in both informal teaching and the formal teaching programme.

### Audit

All specialists will be mandated to participate in and contribute to audit via the dedicated clinical audit support staff.

## Person Specification

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<b>Base:</b>	Great Western Hospital

Criteria	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Fully registered with the GMC</li> <li>MBBS</li> <li>ALS</li> </ul>	<ul style="list-style-type: none"> <li>PG Diploma in Dermatology</li> </ul>
<b>Clinical Experience</b>	<ul style="list-style-type: none"> <li>Candidates must have relevant post graduate clinical experience, and they must demonstrate significant experience at a senior level in Dermatology</li> <li>Expertise in full range of Dermatological conditions</li> <li>Ability to lead a multi-professional team and take full and independent responsibility for clinical care of patients</li> </ul>	
<b>Management Administration</b>	<ul style="list-style-type: none"> <li>Demonstrable ability to manage priorities</li> <li>Demonstrable multi-disciplinary team leadership skills</li> <li>Experience of audit and management</li> <li>Flexible approach to work organisation</li> <li>Ability to lead project teams</li> <li>Evidence of management/leadership skills training</li> <li>Intermediate to Advanced level IT skills</li> </ul>	
<b>Teaching &amp; Research</b>	<ul style="list-style-type: none"> <li>Ability to teach clinical skills to trainees and multi-disciplinary teams</li> <li>Interest in leading multi-professional education</li> <li>Publications in peer reviewed journals</li> <li>Ability to supervise post-graduate research</li> </ul>	



<p><b>Personal Attributes</b></p>	<ul style="list-style-type: none"> <li>• Ability to work in a multidisciplinary team</li> <li>• Enquiring, critical approach to work</li> <li>• Caring and empathetic attitude to patients</li> <li>• Ability to communicate effectively with patients, relatives, GPs, hospital staff and other agencies.</li> <li>• Commitments to Continuing Medical Education</li> <li>• Willingness to undertake additional professional responsibilities at local, regional or national levels</li> <li>• Willingness to work in other areas of the Trust or Trust wide sites if required as directed by the department Clinical Lead</li> </ul>	
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