

DCHFT

Job Description

Job title	Consultant Community Paediatrician Specialist Grade Community Paediatrician
Grade	Consultant Specialist Grade Community Paediatrician
Professionally accountable to	Divisional Director
Managerially accountable to	Divisional Manager
Base Hospital	Dorset County Hospital

1. KEY ELEMENTS OF THE POST

This post has arisen due to a retirement, and reallocation of work in the department. It is for a 10PA consultant or specialist grade contract in community paediatrics to join a department in which there are five WTE Community Paediatricians. This is a general community paediatric position, covering both neurobehaviour and neurodisability, with flexibility to allow development of a special interest.

In addition, there are ten general paediatricians who undertake some community work within the geographical patches that they cover, provide the acute on call rota and take on specific roles. This post does not contribute to the child protection rota which is managed by the acute paediatricians as part of their on-call commitment.

The post holder will be able to:-

- Work with the existing team to provide neurodevelopmental/neurobehavioural assessments. The age range covered is from 0–18 years. Referrals to the service are received via the Pan-Dorset Development and Behavioural Pathway
- Manage co-morbidities such as ADHD, tics and epilepsy
- Undertake clinical supervision and training of Specialist Registrars whilst carrying out the community paediatric component of their post
- Develop a specific area of interest to complement the existing service provision
- Opportunity to undertake clinic in a special school environment.
- To discuss this post further please contact either Dr Phil Parslow, clinical lead for paediatrics or Dr Wei Liang Yap- lead consultant for Community Paediatrics

Other aspects of the post

West Dorset has an integrated paediatric service which is not split into “acute paediatric” and “community paediatric” divisions in the usual format. The general paediatric service is organised on a geographical patch-based system). Some of the general paediatric outpatients include what would be deemed “community paediatrics” in other settings (e.g., follow-up of some children with neurodisability or neurobehavioral problems, initial assessment of children with developmental delay, suspected ADHD etc.).

In addition to medical staff, we are well supported with a team of allied health professionals, including clinical psychology, nurse specialists, therapists, and community nurses. The Children’s Centre houses all the paediatric consultants and allied teams. CAMHS and SALT services are provided by Dorset Healthcare Trust who are also co-located in the Children’s Centre and the teams work closely together, strengthened by both Trusts recently appointing a joint senior leadership team.

We are a training department for specialist trainees in paediatrics within the Wessex Deanery, including GRID community trainees. We also have GP trainees and medical students from Southampton University.

On call duties and working pattern

There are no on-call duties expected for this post.

The working pattern will be flexible to the needs of the service and individual's requirements and would equate to 10 PAs per week. The job plan would include 8.5 PAs of Direct Clinical Care (DCC) and 1.5 PAs Supporting Professional Activities (SPA). There may be additional SPA time allocated for specific roles.

Inclusion on the acute on call rota could be considered if the applicant wishes to discuss this but is not a requirement of the post.

Draft Timetable

The exact timings and locations may change. This job plan is intended to be indicative of the split of DCC/clinic time and admin time.



	Week 1	Week 2	Week 3	Week 4	PA
Monday am	General ND clinic	? Special interest clinic	General ND clinic	Autism pathway feedback clinic	2 DCC
pm	Clinic Admin	Clinic Admin	Clinic Admin	Clinic Admin	
Tuesday am	Special School clinic	General ND clinic	Special School clinic / General ND clinic	General ND clinic	2 DCC
pm	Clinic Admin	Clinic Admin	Clinic Admin	Clinic Admin	
Wednesday am	Referral Triage Meeting (1hr) Telephone clinic / TAC meets / MDT meets	Referral Triage Meeting (1hr) Telephone clinic / TAC meets / MDT meets	Referral Triage Meeting (1hr) Telephone clinic / TAC meets / MDT meets	Referral Triage Meeting (1hr) Paeds/ CAMHS liaison meeting (1-2 hours) Telephone clinic / TAC meets / MDT meets	1 DCC
pm	<i>Learning Zone (1-2hrs)</i>	<i>Learning Zone (1-2hrs)</i> <i>Consultant Meeting</i>	<i>Learning Zone (1-2hrs)</i> <i>ASD Team meeting (1-2 hrs)</i>	<i>Learning Zone (1-2hrs)</i> <i>Consultant Meeting</i>	
Thursday am	SPA	SPA	SPA	SPA	0.5 SPA
pm	Telephone Clinic /Admin	Telephone Clinic /Admin	Telephone Clinic /Admin	Telephone Clinic /Admin	1.5 DCC
Friday	Mixed ASD (new ASD assessments) + general follow-up clinic	Consider establishing MDT ("one-stop") ASD clinic	Mixed ASD (new ASD assessments) + general follow-up clinic	Consider establishing MDT ("one-stop") ASD clinic	2 DCC
	Clinic Admin	Clinic Admin	Clinic Admin	Clinic Admin	

The ratio for clinic time and clinic administration time is 1:1.

2. INTRODUCTION TO THE TRUST

Dorset County Hospital NHS Foundation Trust's purpose is to deliver compassionate and safe health care to our patients. We are the acute and specialist healthcare provider for our communities, delivering high quality care to meet our patients' expectations.

Dorset County Hospital NHS Foundation Trust ("the Trust") achieved Foundation Trust status on 1 June 2007 under the Health and Social Care (Community Health and Standards) Act 2003. The Trust took over the responsibilities, staff and facilities of its predecessor organisation, West Dorset General Hospitals NHS Trust.

The Trust is the main provider of acute hospital care to the residents of West Dorset, North Dorset, Weymouth and Portland, a population of approximately 215,000 people. It also provides specialist services to the whole of Dorset and beyond including renal services in Bournemouth and Poole, and South Somerset. It serves an area with a higher-than-average elderly population and lower than average proportion of school aged children. Dorset continues to experience an increasing total population. The main hospital site is situated close to the centre of the county town of Dorchester. It opened in 1987 and is a modern, attractive 365 bed hospital.

The geographical spread of the community the Trust serves requires it to deliver community based as well as hospital-based services. This is achieved through providing services in GP practices, in patient homes through Acute Hospital at Home and Discharge to Assess, and at community hospitals, in West Dorset, including Weymouth Community Hospital, Bridport Community Hospital, the Yeatman Community Hospital in Sherborne and Blandford Community Hospital. The Trust also works closely with social services to ensure integrated services are provided.

'The DCH Way' – **Integrity, Respect, Teamwork and Excellence** are the Trust Values that staff have signed up to, to further improve care for patients and continue to make DCH a great place to work.

The Trust has recently reviewed its strategy and has set the following strategic objectives to ensure a sustainable future for the organisation:

- **Outstanding** – we will be one of the very best performing trusts in the country delivering outstanding services for our patients.
- **Collaborative** – we will work with our partners across Dorset to design and deliver efficient and sustainable patient-centred, outcome focused services.
- **Integrated** – we will drive forward more joined up patient pathways, particularly working more closely with and supporting GPs.
- **Enabling** – we will engage with our staff to ensure our workforce are fit for the future.



- **Sustainable** – we will ensure we are productive and efficient in all that we do to maintain our long term financial health.

The Trust's operational and strategic plans are aligned to the emerging Sustainability and Transformation Plan and delivery mechanisms such as the Acute Care Collaborative Vanguard.

Dorset is a medium-sized county with a smaller than average, sparsely distributed, mainly rural population. Over a quarter of the population is of retirement age (in the whole of England, this figure is less than a fifth). The population of Dorset has been growing faster than the national average, particularly in the older age groups.

Overall, health for people living in Dorset is good and premature death rates are low, but there is still variation that needs to be addressed.

Services core to our operation as a provider of acute care are:

- ✎ Full accident and emergency services for major and minor illnesses and injuries including a fracture clinic.
- ✎ Emergency assessment and treatment services, including critical care (the hospital is a trauma unit).
- ✎ Elective (planned) surgery and medical treatments, including day surgery.
- ✎ A wide range of medical and outpatient services.
- ✎ Maternity services, including a midwife-led birthing unit, community midwifery support, antenatal care, postnatal care and home births. There is a Special Care Baby Unit.
- ✎ Children's services, including emergency assessment, inpatient and outpatient services.
- ✎ Diagnostic services, including fully accredited pathology, liquid-based cytology, CT scanning, MRI scanning, ultrasound, cardiac angiography and interventional radiology.
- ✎ Renal services to all of Dorset and parts of Somerset.
- ✎ A wide range of therapy services, including physiotherapy, occupational therapy and dietetics.
- ✎ Service for older people, including an acute stroke unit.

✎ Teaching, training and research.

3. THE LOCALITY

West Dorset with its outstanding scenery and rugged coastline is a most enjoyable part of the country, characterised by a number of small towns, each with a distinct identity. Covering a large geographical area (670 square miles), its coastline is protected by World Heritage as a site of outstanding natural beauty. The hospital is a short walk away from the centre of Dorchester, the traditional county town of West Dorset, made famous by the novels of Thomas Hardy. The town has a quiet centre, although with the influx of people relocating from London, Essex, the Midlands and Home Counties, new shops and restaurants are starting to open adding to the mix of modern and traditional. The hospital is close to the town and is on one site. It is easily accessed by bus and rail networks and there is parking on site.

Living Here

The majority of people live in the South of the area in and around Weymouth, Portland and Dorchester and the remainder of the population lives in the centres of Lyme Regis, Bridport, Sherborne, Blandford, Sturminster Newton and Shaftesbury. There are a good range of recreational facilities, from cinemas to sailing at the National Sailing Academy (Home of the Olympic Sailing). West Dorset has a lot to offer all people and is an ideal opportunity to achieve a great work-life balance.

Dorchester

The traditional county town of West Dorset, made famous by the novels of Thomas Hardy and by historical characters such as Judge Jefferies, the reputedly satanical judge featured in John Meade Faulkner's novel, Moonfleet, is where Dorset County Hospital is sited. The hospital is a short walk away from the town centre.

Maiden Castle, a mile out of the town centre, is the largest Iron Age fort in Europe, and its breathtaking outline can be seen against the pink sunsets that are a regular feature here. Later the Romano-British town of Durnovaria was established as the capital of the Durotriges and was one of only 18 walled roman towns. Dorchester is a quiet centre, although with the influx of people relocating from London, Essex, the Midlands and Home Counties, new shops and restaurants are starting to open, adding to the mix of modern and traditional. New developments such as Poundbury in Dorchester have an exciting mix of residential and commercial property and many new and successful businesses have been started in recent years.

Dorset has very good state schools at all levels, and there are a number of private schools in Dorchester, Sherborne, Blandford, Poole and Bournemouth. Further information about the locality can be found at <http://www.dorset-cc.gov.uk>

4. PAEDIATRIC DEPARTMENT

The Child Health Department is an integrated service encompassing acute and community paediatrics, community paediatric nursing and paediatric therapy including dietetics. The Child Health Department is part of the Family Services Care Group within the Trust which also includes Maternity, Gynaecology and Genito-urinary Medicine.

Within the department there is active involvement in collaborative research. All clinicians are encouraged to take part in local and national audit. The department has a supportive clinical governance structure.

All senior clinicians have appropriate office space and secretarial support including IT facilities within the Children's Centre. They also have access to a fast Internet connection, e-mail and full Microsoft Office software.

Outpatient Services

General Paediatric/Special Interest clinics are held in the Children's Centre, a purpose-built facility which was opened in 1990 and is part of the Dorset County Hospital site. In addition, outreach clinics are held in each of the geographical patches and in special schools.

Services for Children with Special Needs

A multidisciplinary service is provided for children with disability with 3 locality-based disability teams mirroring the geographical patches. Paediatricians, physiotherapists, occupational therapists and members of the Child and Family Guidance Team are all based in the Children's Centre.

Services for Children with Mental Health problems

These services are delivered by the Child & Adolescent Mental Health team (CAMHS). The West Dorset CAMHS team has offices within the Children's Centre which facilitates close working relationships with the paediatric team. There are also CAMHS teams based at Weymouth and Blandford community hospitals.

There are established multidisciplinary meetings with each CAMHS team in West Dorset.

Speech and Language Therapy (SALT) Team

This health service is provided by Dorset Healthcare University NHS Foundation Trust.

Community Children's Nursing Team

There is an expanding community nursing team covering some specialist roles including diabetes, palliative care, epilepsy and lead for CF.

Child Protection

Within the Trust, Jo Howarth (Director of Nursing), is the executive lead for safeguarding. The Named Doctor is Dr Will Verling, and Sarah Cake is the Integrated Safeguarding Team Leader.

Children referred for potential physical abuse or neglect are seen by the 2nd on call general paediatrician during normal working hours in a rapid access clinic, and "out of hours" by the on call team. The assessment of children for suspected sexual abuse is commissioned through Poole Hospital

with assessments generally being undertaken at the purpose-built Sexual Abuse Referral Centre (SARC) in Bournemouth.

Dr Wendy D'Arrigo is the Designated Doctor for safeguarding for Dorset CCG.

The Community Paediatric team comprises the following clinical staff:-

Dr Penny Mancais	Consultant	Neurodisability, epilepsy and palliative care
Dr Wei Liang Yap	Consultant	Neurodisability, ASD, ADHD
Dr Wendy D'Arrigo	Consultant	Neurodisability, ASD, ADHD
Dr Charoula Siafaka	Consultant	ASD
Dr Alison Rigler	Specialist Doctor	Neurodisability, ASD, ADHD
Dr Salwa Hanna	Speciality Doctor	Community Paediatrics
Dr Polly Daniel	Clinical Psychologist	ASD
Emerlee Stuart	Senior Assistant Psychologist	ASD
Nicky Moore	Community Children's Nurses	Neurobehavioral.
Sarah Whittle	Community Children's Nurses	Neurobehavioral.

The general Paediatric consultant team has the following interests:

Dr Phil Wylie	Oncology/allergy
Dr Will Ward	Diabetes
Dr Julie Doherty	Gastroenterology
Dr Phil Parslow	Renal
Dr Clare Hollingsworth	Neonatal
Dr Ruth Newman	CFS, allergy, EDS
Dr Will Verling	Respiratory
Dr Deepa Shenoy	Cardiology
Dr Abby Deketelaere	General Paediatrics
Dr Munisha Balain	General Paeds
Dr Sadia Zeeshan (Specialist Grade)	Diabetes



Provided by DCHFT

Audiology	Screening programme for West of Dorset is provided by the audiology department. Dr Deepa Shenoy is the nominated doctor for investigation of severe sensorineural hearing loss.
Palliative Care	Led by Dr Penny Mancais and Zoey Fry (Lead CCN)
Epilepsy	Led by Dr Penny Mancais, Libbie Jones & Vicky Warner (epilepsy specialist nurses)
Neonatal Follow-up clinic	Led by Dr Clare Hollingsworth

Provided by other Trusts/Organisations

Adoption and Fostering / Looked After Children	Commissioned through Poole Hospital. Designated Doctor is Dr Lachlan, Designated Nurse is Penny Earney.
Designated Clinical Officer for SEND	Steve Clarke (Senior Programme Lead (DCO for SEND), Children & Young People's Services, Dorset CCG)

5. RESEARCH

The successful candidate would be supported if there is a desire to participate in Clinical Research by the Trust's Research & Development department, including provision of support for applications to Ethics Committees, and notifications of possible clinical trials which may be appropriate for the department. There is research support available through the Wessex Research Design Service.

6. COMMUNICATION AND WORKING RELATIONSHIPS

The postholder will work as a member of the community paediatric team and will be provided with appropriate administrative support.

There will be multiagency working with allied providers including Education, Social Care, and third-sector providers. Our service forms part of the Pan-Dorset Development and Behaviour Pathway.

They will be part of the combined behaviour service working with CAMHS and third sector providers as required for individual children. There will be close links with representatives in education and social care for specific children



Management Structure

Chief Executive	Matthew Bryant
Director of Nursing	Jo Howarth
Director of Operations	Anita Thomas
Director of Finance	Chris Hearn
Director of Human Resources	Nicola Plumb
Medical Director	Prof Alastair Hutchison
Divisional Director	Audrey Ryan
Divisional Manager	Stuart Coalwood

The Trust has 2 Clinical Divisions: Urgent and Integrated Care Division, and Surgical and Family Division. Each Division is headed by a Divisional Director, a Divisional Manager and a Head of Nursing. Each Division is responsible for delivering high quality patient treatment and care within the resources allocated to it. All medical staff within the division are expected to take an active part in its affairs.

The successful candidate will be professionally accountable to the Divisional Director and managerially accountable to the Divisional Manager. Senior medical staff undergo annual appraisals, at which objectives are set and reviewed.

Postgraduate Education

The Thomas Sydenham Education Centre is a new facility located at Dorset County Hospital.

Associate Director of Education	Dr Paul Murray
Foundation Programme Directors	Dr Adam Nicholls/Dr Tamsin Ribbons
Royal College Tutor	Dr Clare Hollingsworth
Associate Director of Education	Mrs E Hartley
Library and Informatics Manager	Mrs Morag Evans
Medical Education Manager	Mrs Selina Freeman

The successful candidate will be offered the opportunity of continuing professional development, including training in non-clinical aspects of the post. They will take responsibility for the educational supervision of (advising, counselling and agreeing training and development plans for) junior medical staff and non-career grade medical staff. They will be expected to participate in the clinical supervision and training of junior medical staff as laid down in the Trust Education Contract.

All staff involved in interviewing will be required to participate in Equal Opportunities training within 18 months from appointment. Equal Opportunities training for Consultants are being provided from within the Trust. All staff shall undergo annual basic life support, fire and manual handling training.



Objectives and Appraisals

The Clinical Director will set a number of objectives in liaison with the Executive team and in consultation with the post holder, which should be achieved over the following 12 months, with a review at the end of this period. These will be set within the context of the Trust's annual appraisal process. Consultant appraisals are a professional process of constructive dialogue, in which the doctor being appraised has a formal structured opportunity to reflect on their work and to consider how their effectiveness might be improved.

Terms and Conditions of Service

Salary

The successful applicant will receive a salary based on the pay scale and will be agreed, based on the role appointed of either Consultant or Specialist Grade.

Pension

There is the option of joining the NHS Superannuation scheme. Employee's contributions are dependent on salary. Employer contributions are as per BMA guidance.

Annual Leave

Entitlement to annual leave is at the following rates per year for Consultant grade, exclusive of public holidays:

Number of Years of Completed Service as a Consultant:	
Up to Seven Years at Consultant grade	Six weeks plus 2 statutory days
Seven or more years' service at Consultant grade	Six weeks plus 2 statutory days plus 2 days

Entitlement to annual leave is at the following rates per year for Specialist grade, exclusive of public holidays:

Number of Years of Completed Service as a Specialist Doctor:	
Upon first appointment to Specialist Doctor grade	Five weeks plus 2 statutory days
After 2 years' completed NHS service at Specialist or Specialty Doctor grade	Six weeks plus 2 statutory days
After 7 years' completed NHS service at Specialist or Specialty Doctor grade	Six weeks plus 3 statutory days

Entitlement to ten days public holidays (including the two statutory days) to be taken in accordance with Section 2 of the General Council Conditions of Service or days in lieu thereof.

Sick Pay

There is a sick pay scheme; the period of payment is made depending on the length of NHS service. The minimum is 1 months' full pay and 2 months' half pay; the maximum is 6 months' full pay and 6 months' half pay.

Appraisal

It is a contractual requirement that all clinical staff participate in the Trust's appraisal process.

Outside Employment and Financial Interest

In accordance with the Trust's Standards of Business Conduct and Employment Law (supported by the BMA), it is a contractual requirement that a clinician must seek permission from his/her main employer before working for another employer and in particular working for another employer providing services to NHS patients. The person appointed must also declare any financial interests or relationships that may affect the Trust's policies or decisions.

Hours of Work

The post is full time covering 10 PAs (40 hours) including on call commitment if appropriate. A request to move from full-time to part-time will be considered in accordance with the Trusts Flexible Working Procedure.

Location

The post is based at Dorset County Hospital, Dorchester, but the appointee may be required to undertake some sessions at other peripheral sites within West Dorset.

Study Leave

The Trust wishes all medical staff to keep fully up to date within their specialty and encourage doctors to take study leave on this basis. Guidelines for study leave for Consultants and other medical staff have been produced by the Trust which follow the National Guidelines. Study leave may be granted within a maximum of 30 days within any period of 3 years. A copy of the complete guidelines is available from the HR intranet page.

Major Incident

In the event of a Major Incident being declared all staff (whether on or off duty) are expected to respond in accordance with the Trust's Major Incident Policy.

Non-Pay Benefits

The trust has developed a staff benefit scheme that covers entertainment, travel, shopping and house conveyancing discounts and child care benefits. Further information is available from the Human Resources Department.

Other Terms and Conditions of Service

All other current terms and conditions of service offered by the Trust are identical to the National Conditions of Service for Hospital Medical Staff.

It is the Trust's policy to implement pay awards as per the national agreements for staff holding Trust contracts.

Removal Expenses

A package of expenses is available to cover the reasonable cost of removal. The amount of reimbursement will depend on individual circumstances and is paid in two instalments. Details of the provisions are contained within the Trust's removal expenses policy.

It is important that the successful candidate agrees the level of reimbursement of removal expenses with the Deputy Director of Human Resources before committing any expenditure

Commencement of Duties

The appointee will be required to take up the post no later than three months from the date of the offer of an appointment unless a special agreement has been made between the appointee and the Trust. Candidates who are unable to take up the post within the specified period should indicate this on their application.

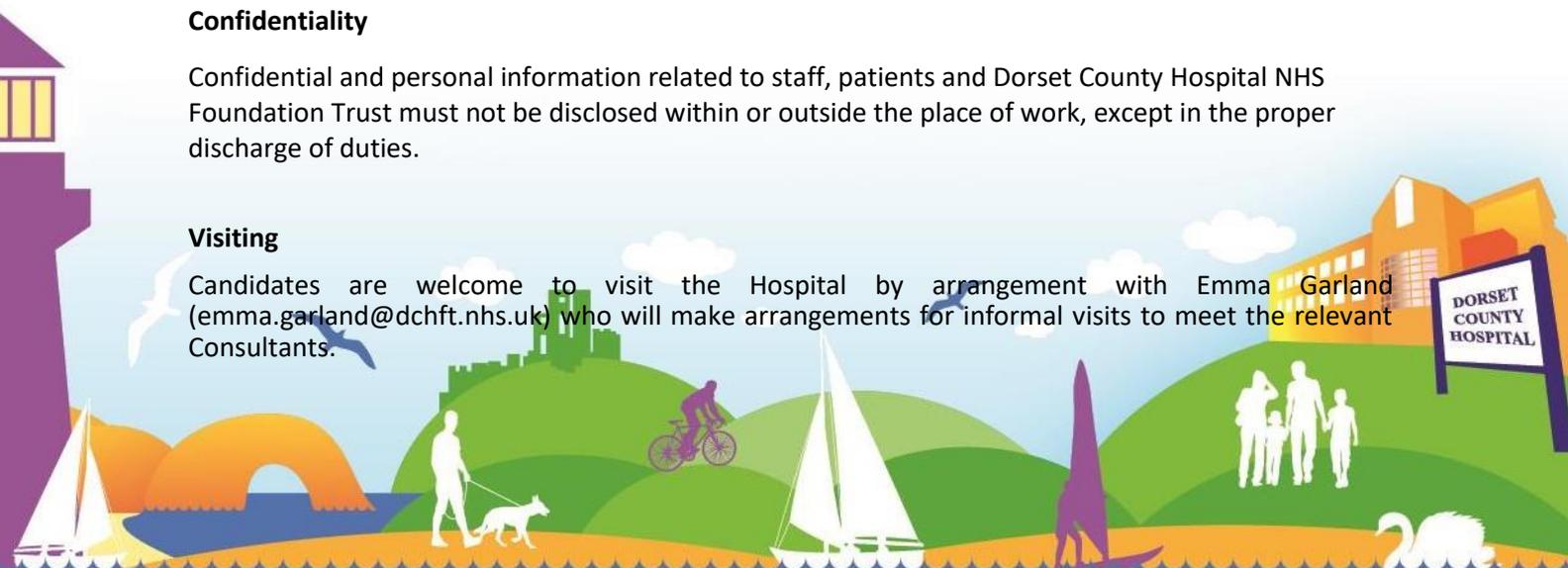
The post is subject to an Exemption Order under the Provisions of Section 4 (2) of the Rehabilitation of Offenders Act.

Confidentiality

Confidential and personal information related to staff, patients and Dorset County Hospital NHS Foundation Trust must not be disclosed within or outside the place of work, except in the proper discharge of duties.

Visiting

Candidates are welcome to visit the Hospital by arrangement with Emma Garland (emma.garland@dchft.nhs.uk) who will make arrangements for informal visits to meet the relevant Consultants.





Interview Arrangements

The interview date will be confirmed

Health and Safety

Under the Health and Safety at Work Act 1974, as an employee, you must take reasonable care for the health and safety of yourself and for other persons who may be affected by your acts or omissions at work. The Act states that you must not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety or welfare.

You are also required to make yourself aware of the Trust’s health and safety policies and to report any accidents/ incidents.

Equal Opportunities

Dorset County Hospital NHS Foundation Trust is committed to the development of positive policies to promote equal opportunities in employment. All employees have a responsibility to ensure that they understand the standards expected and that they promote and adhere to the equal opportunity measures adopted by the Trust.

Job Description Agreement

Signed by – Post Holder: _____ Date: _____

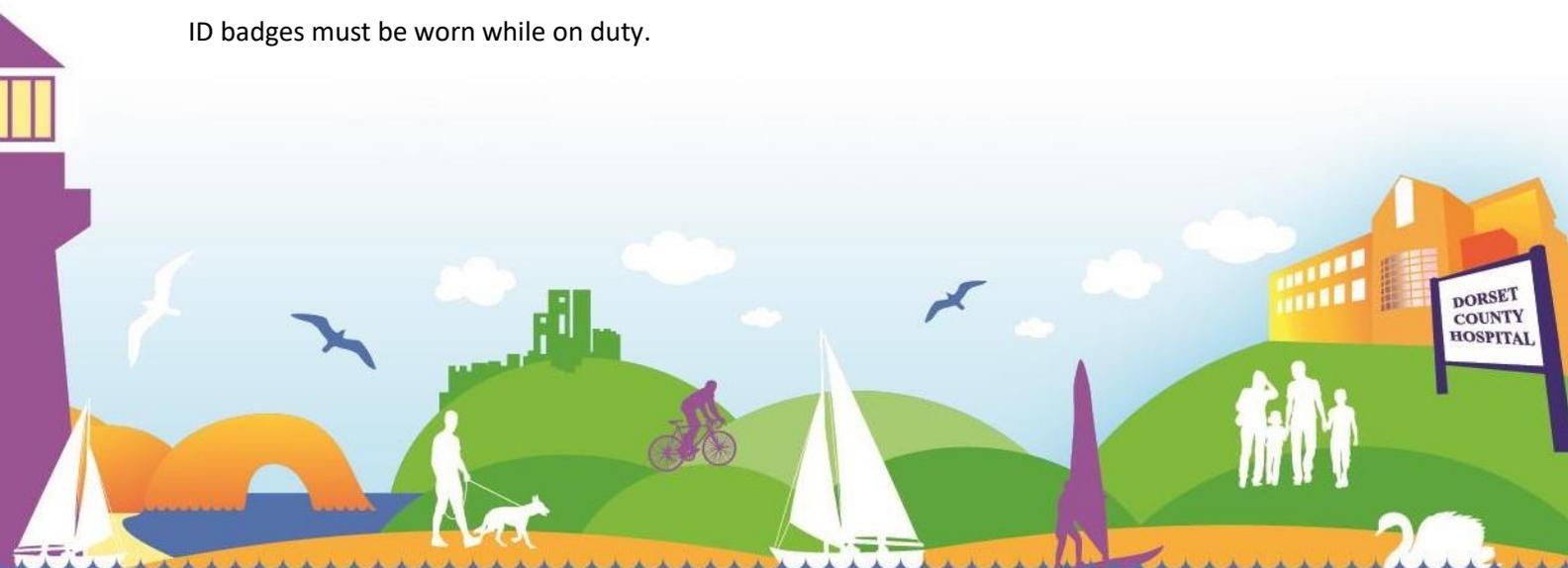
Signed by – Manager: _____ Date: _____

This job description is subject to regular review

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The Trust operates a No Smoking Policy.

ID badges must be worn while on duty.



Person Specification & Shortlisting Form – Consultant Community Paediatrics			
Category	Criteria	Shortlisting score	How Assessed
Education, Qualifications & Training	Full GMC Registration with a licence to practise Entry on the GMC Paediatric Specialist Register via CCT (proposed CCT date must be within 6 months of interview), CESR or European Community Rights	Y/N (Essential)	Application form and certificates at interview
	Evidence of specialist training/experience in community paediatrics	Y/N (Essential)	Application form and certificates at interview
	MRCPCCH or equivalent	Y/N (Essential)	Application form and certificates at interview
Experience & Knowledge	Demonstrates the underpinning competencies for Community Paediatrics including appropriate knowledge, skills and behaviours relevant to the role	3	Application form and interview
	Experience demonstrating potential ability to cope with the demands of a DGH based Consultant	3	Application form and interview
	Experience in a special interest that will complement those already existing within the department	3	Application form and interview
Current Skills & Abilities	Willingness and ability to fulfil the general service elements of the job description	10	Application form , technical specification interview and formal interview
	Evidence of the clinical skills required to fulfil all elements of the job as detailed within the job description	10	Application form , technical specification interview and formal interview
Team Working and Service Development	Evidence of leadership and service development Ability to develop effective working relationships across teams and contribute to the work and success of those teams	10	Application form , presentation and interview



Understanding and Participation in Clinical Governance	Evidence of understanding of clinical governance Knowledge of and direct involvement in audit Knowledge and principles of research and evidence of involvement in research	10	Application form , presentation and interview
Management Training, Organisational Skills and Strategic Vision	Evidence of ability to critically assess own learning needs and ensures a personal development plan reflects both clinical practice and capability to lead and develop services Evidence of ability to contribute to the strategic direction of the Trust Knowledge of the organisational aspects of the NHS	10	Application form , presentation and interview
Teaching and communication	Evidence of teaching experience and abilities appropriate to the level of the post. Ability to communicate effectively at all levels	10	Application form , presentation and interview



Outstanding Care, Outstanding Careers