

## **APPLICATION PACK FOR CONSULTANT POSTS AT THE UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

### **Consultant in Paediatric and Adolescent Rheumatology**



## **CONTENTS**

		<b>PAGE NO.</b>
SECTION 1	ABOUT UHL NHS TRUST	3
SECTION 2	UNIVERSITY OF LEICESTER	4
SECTION 3	LEICESTER, LEICESTERSHIRE & RUTLAND	7
SECTION 4	DEPARTMENT INFORMATION	8
SECTION 5	JOB DESCRIPTION (INCLUDING JOB PLAN)	15
SECTION 5A	JOB DESCRIPTION: GENERAL POLICIES, PROCEDURES & PRACTICES	24
SECTION 6	PERSON SPECIFICATION	26
SECTION 7	PRE-EMPLOYMENT / ON-GOING EMPLOYMENT CHECKS	29
SECTION 8	CONDITIONS OF SERVICE	32
SECTION 9	RECRUITMENT SERVICES CONTACT INFORMATION	33

## SECTION 1: ABOUT UHL NHS TRUST

We are one of the largest and busiest acute teaching Trusts in England with a team of approximately 15,000 dedicated employees.

Our patients are the most important thing to us, and we are constantly striving to improve the care they receive, through looking at the ways we work, ensuring our staff are highly trained and encouraging research which allows us to offer our patients the latest technologies, techniques and medicines.

We serve the one million residents of Leicester, Leicestershire and Rutland – and increasingly specialist services over a much wider area.

Spread over the General, Glenfield and Royal Infirmary hospitals, we work closely with partners at the University of Leicester and De Montfort University, providing world-class teaching to nurture and develop the next generation of doctors, nurses and other healthcare professionals, many of whom go on to spend their working lives with us.

Wherever employees work at whatever level, they are valued and contribute to the Trust's purpose of delivering 'caring at its best'.

### Our Trust Values are:

1. We **treat** people how we would like to be treated
2. We **do** what we say we are going to do
3. We **focus** on what matters most
4. We are **one team** and we are best when we work together
5. We are **passionate** and **creative** in our work

### At UHL NHS Trust we:

- Have a mentorship scheme for all new Consultant staff, this is designed to help and assist new appointees to settle into working at UHL as easily as possible. It is designed to assist individuals in a personal way to familiarise them with the Trust and how things work in practice.
- Fully involve our staff in both local and Trust-wide decision making.
- Support our employees' health and wellbeing.
- Truly embrace diversity, individuality, new ideas and staff innovations.
- Offer learning and development opportunities and career paths for real job satisfaction and personal progress.
- Offer a number of staff benefits that can save staff money.

## SECTION 2: ABOUT THE UNIVERSITY OF LEICESTER

College of Life Sciences <http://www2.le.ac.uk/colleges/medbiopsych>

**Pro-Vice-Chancellor, Head of College & Dean of Medicine:**

Professor Thompson Robinson BMedSci MD FRCP FESO.

The University of Leicester, with University Hospitals of Leicester NHS Trust, is committed to enhancing the partnership between academia and the NHS in Leicester, Leicestershire, Rutland, and the wider geographical area. A strong synergy between our organisations is the key to success. Major contributions made by consultant colleagues to the academic mission through research, teaching and education, clinical leadership, enterprise and innovation are recognised by the award of a range of honorary titles from Honorary Fellow through to Honorary Professor.

The mission of the College of Life Sciences is to pursue the highest standards of research, education and training in biomedical and related subjects, and to apply this knowledge and expertise to enhance the quality of life and economic prosperity of populations, both locally and in the wider world. Its considerable academic resources mean that it is widely recognised for its world-leading and internationally excellent research and the quality of its undergraduate and postgraduate teaching.

Based in some of the newest purpose-built and modern facilities in the UK, the College offers a wide range of courses and education in the areas of laboratory, clinical, and population health through the provision of innovative education and globally recognised research. The George Davies Centre is the largest investment in medical teaching and applied research by a UK university in the last decade. Building on the foundations laid at the inception of the medical school in 1975, the College provides an academic and physical environment to enable scientists and clinicians to work together across traditional boundaries to address some of the key outstanding questions in biomedical research, and to engage with increasing effectiveness with commercial and public bodies. We are a thriving community of academic expertise based in laboratory, clinical, health and social science settings.

The high calibre of our academic endeavour is increasingly being recognised, with the latest Research Excellence Framework (REF2021) ranking the University of Leicester 2<sup>nd</sup> for Clinical Medicine (UoA1), with 95% of our submission ranked world-leading (4-star) or internationally excellent (3-star). In addition, we were also the 2<sup>nd</sup> highest rated institution for Sports and Exercise Sciences (UoA24). These results have had a significant impact on our international and national standing; Leicester was ranked 18<sup>th</sup> (of almost 3,000 medical schools) in both the 2021 and 2022 Shanghai World Ranking, and 5<sup>th</sup> in the UK (the highest rank for Clinical Medicine outside of the Golden Triangle). In addition, Medicine was ranked 7<sup>th</sup> in the Complete University Guide 2023; a rise of 18 places.

The College comprises a matrix structure of four Research Departments: Cardiovascular Sciences, Genetics and Genome Biology, Molecular and Cell Biology, Population Health Sciences, Respiratory Sciences; two Teaching Schools: Leicester Medical School, School of Biological Sciences; and two combined Research and Teaching Schools: School of Healthcare and School of Psychology and Vision Sciences.

The University Strategy recognises the Mission of the University as ‘diverse in our make-up and united in our ambition, we change lives through education and research’. Our vision is to provide inspiring education and research working in partnership with our communities to become a truly inclusive theme. Our strategy consists of three themes, World-Changing Research, Research-Inspired Education and Our Citizens, underpinned by our three values of: **Inclusive**, diverse in our makeup and united in ambition; **Inspiring**, passionate about inspiring individuals to succeed and realise their ambitions; and **Impactful**, as Citizens of Change we generate new ideas which deliver impact and empower our community

### **World-Changing Research**

The University’s institutional research strategy emphasizes our commitment to research that informs and enhances our teaching and learning, and is underpinned by the core values of excellence, rigour, originality and integrity. A key part of this strategy was the establishment

of flagship interdisciplinary Research Institutes, Centres and Networks. We host a number of these within our College around which much of our research is now focused. These include two Institutes: [Leicester Institute of Structural and Chemical Biology \(Led by Prof John Schwabe\)](#) and the Leicester Institute for Precision Health <https://le.ac.uk/research/institutes/precision-health> (led by Professor Chris Brightling); and nine Research Centres: Centre for Cancer Research, Centre for Diabetes Research, Centre for Microbial and Infectious Disease, Centre for Environmental Health and Sustainability, Centre for Phage Research, Centre for Lifespan Health and Wellbeing, Centre for Fibrosis Research, Centre for Sarcopenia and Muscle Research, and Centre for Population Health.

The NIHR Biomedical Research Centre (BRC) is a collaboration between the University of Leicester, the University of Loughborough, the University Hospitals of Leicester NHS Trust and the University Hospitals of Northamptonshire NHS Group. A recently awarded expanded BRC with six themes has received a 2.5-fold increase in funding, and brings together the work of: Cardiovascular; Respiratory and Infection; Lifestyle; Personalised Cancer Prevention and Treatment; Environment; and Data innovation for Multiple Long-Term Conditions and Ethnic Health.

The College's central provision in support of research and teaching includes a Preclinical Research Facility, Core Biotechnology Services (covering bioinformatics, imaging technologies and protein and DNA facilities); a Central Technical Service (supporting teaching laboratories); a Clinical Trials Unit, and the Leicester Drug Discovery and Diagnostics Centre.

The College continues to grow funded research activity with a dual approach of encouraging individuals to win project grants and personal fellowships, and supporting teams to achieve major awards with large strategic initiatives. Examples of Leicester's infrastructure success include: an NIHR Biomedical Research Centre, an NIHR Global Research Centre, an NIHR Patient Recruitment Centre, an NIHR Applied Research Collaboration Centre (ARC), an NIHR Clinical Research Facility, an Experimental Cancer Medicine Centre, an MRC Impact Accelerator Account, an MRC Midlands Cryo-Electron Microscope Facility, the Midlands Health Data Research UK Substantive Site, a British Heart Foundation Research Accelerator Award, and a Wellcome Doctoral Training Programme for Health Care Professionals.

We are responding to the rapidly changing national and international research landscape that places an increasing emphasis on interdisciplinary and impactful research. For this purpose, we are working closely with our key NHS and other partners, University Hospitals of Leicester NHS Trust, Leicestershire Partnership NHS Trust and University Hospitals of Northamptonshire NHS Group, West Anglia NHS Foundation Trust and LOROS (Hospice Care for Leicester, Leicestershire and Rutland), and growing our industrial engagement with biotech companies and pharma to meet the goals of the Government's Industrial Strategy and Life Science Sector Deal. In addition, we are building exciting research programmes with partners in overseas countries through the Global Challenges Research Fund. We are also very conscious of the need to play to our institutional and regional strengths, and are engaging closely with Leicester City and County Councils, and the Midlands Health Innovation network of regional Universities.

## **Research-Inspired Education**

Our ambition is to deliver a world-class, discovery-led and discovery-enabling learning experience in all teaching. There are programmes in Medicine and a growing range of

healthcare professions including Midwifery with Leadership, Nursing with Leadership, Operating Department Practice, Physiotherapy and Radiography; a new Clinical Pharmacy course is also planned.

A new more patient-centred undergraduate curriculum in Medicine was launched in 2016 with long 'apprenticeship-style' placement blocks developing student skills as they enter the clinical phase of our course. We are particularly proud that our course has for many years delivered doctors who progress. We have been ranked third in UK medical schools for progression to Core & Specialty training over the past five years.

The course features:

1. A clinical focus throughout underpinned by excellence in bioscience, and access to one of the largest dissection suites in the UK;
2. Early clinical experience including a new Healthcare Assistant (HCA) programme in year one;
3. A strong group-work provision supporting student learning throughout the course;
4. A wide range of hospital and GP placements with many areas of national excellence;
5. Excellent intercalated degree opportunities, with particular strengths in our iMSc in Research and a new Masters in Clinical Education; and
6. Foundation Assistantships in year 5 which has enhanced our graduates preparedness for work as a Foundation doctor

We are also proud of our work widening participation to medicine, and have developed an excellent [Medicine with Foundation Year MB ChB](#) which was launched in 2017. This recruits 35 students to an integrated Foundation Year enabling progression onto Year 1 of the MB ChB course. Since 2020, we also have an international joint educational partnership with the Chongqing Medical University, where students gain a Clinical Medicine degree in China and a Bachelor of Sciences in Clinical Sciences from the University of Leicester; spending a year of their course at Leicester.

The Stoneygate Centre of Excellence in Empathic Healthcare was launched in 2022, following a major philanthropic donation to the University. The Centre will be a flagship institute and be world-leading: in the development and delivery of transformational empathy training; in establishing the best means of assessing clinical empathy; and in measuring the impact of empathic healthcare on patient and practitioner outcomes.

In addition there are a broad range of programmes in Biological Sciences and Psychology at both undergraduate and postgraduate levels, including the DClinPsych. A new suite of postgraduate programmes reflecting the areas of research excellence in the College is under development including strengths in epidemiology, diabetes, medical statistics, quality and safety in healthcare, and social sciences in medicine.

## **Our Citizens**

We value, nurture and celebrate our people and relationships, ensuring they are inclusive, impactful, sustainable, and influence positive change in our world. Accordingly, we nurture strong partnerships with the NHS and other organisations, including the University Hospitals of Leicester NHS Trust, Leicestershire Partnership NHS Trust and University Hospitals of Northamptonshire NHS Group, West Anglia NHS Foundation Trust and LOROS (Hospice Care for Leicester, Leicestershire and Rutland), that support the delivery of our strategy. Through our NHS relationships, as well as strategic partnerships with the wider community including the Integrated Care System, the Borough, City and County Councils, and other East Midlands Universities (through the Civic University Agreement), we seek to shape policy and influence decision-making locally, regionally and nationally, to improve lives and



livelihoods. We work with others to tackle the big issues of today and tomorrow with a focus on climate change, inclusion and wider social impact.

### **SECTION 3: LEICESTER, LEICESTERSHIRE AND RUTLAND, A GREAT PLACE TO LIVE AND WORK**

Leicester, Leicestershire and Rutland are vibrant, diverse and welcoming places to live, from the modern, bustling city to 'picture postcard' villages.

Leicester is home to over 100 shops including a flagship John Lewis and big-name designers. St Martin's Square and several arcades house a range of independent and regional retailers and the famous city centre covered market is the largest in Europe. The Golden Mile on Belgrave Road has the largest concentration of Indian jewellery shops outside India.

The city offers an amazing chance to join many different cultural celebrations, including the UK's largest celebration of Diwali and biggest Caribbean Carnival.

You can take your taste buds on a gastronomic journey around Leicester, Leicestershire and Rutland with award-winning chefs, city restaurants, rural country pubs, contemporary gastro pubs and country tea rooms. The nightlife and entertainment scene also includes:

- A fantastic range of clubs, pubs and bars
- The O2 Academy and De Montfort Hall bringing in international acts
- More intimate venues such as The Musician, Firebug, The Donkey and Y Theatre.
- The second biggest annual comedy festival in the UK
- The Curve theatre and Phoenix independent cinema.

Leicester also has a great sporting reputation, with the following:

- Leicester City Football Club
- Leicester Tigers Rugby Club
- Leicestershire County Cricket Club
- Leicester Riders Basketball Team
- Horse racing at Leicester Racecourse

The county is crisscrossed by footpaths, cycle trails and canals. Outdoor attractions include the National and Charnwood Forests, Bradgate Park, Beacon Hill and Swithland Wood, a number of stately homes and Rutland Water.

The strong transport infrastructure also means that you are never far from other destinations in the UK or even abroad.

Find out more at Visit Leicester and Discover Rutland (links below):

<http://www.jobsatleicestershospitals.nhs.uk/welcome-to-leicester/>

<https://www.visitleicester.info/>

<https://www.discover-rutland.co.uk/>

## **SECTION 4: DEPARTMENT OF WOMEN'S AND CHILDREN'S**

### **The Leicester Children's Hospital**

Leicester Children's Hospital at University Hospitals of Leicester (UHL) NHS Trust provides:

- Secondary Paediatric Services to just over one million residents of Leicester, Leicestershire and Rutland (LLR);
- Tertiary Paediatric Services to the population of LLR and patients from surrounding counties;
- Quaternary Paediatric Services (e.g. Primary Ciliary Dyskinesia and ECMO) to the population of LLR and patients from across the country.

The Children's Hospital forms part of UHL's Women and Children's Clinical Management Group (CMG). Children's services and the East Midlands Congenital Heart Centre (EMCHC) are located at the LRI.

Leicester Children's Hospital is staffed by a highly skilled multi-disciplinary team who provide high quality care to all patients in a variety of specialties including emergency, elective and specialised services for children and families within and outside of the East Midlands.

Within the Children's Hospital there are 96 beds comprising 12 Day Care beds, 78 Inpatient beds and 6 commissioned HDU beds in addition to 8 PICU beds and 12 Cardiology beds (which includes 2 HDU beds)

The Children's Hospital has an annual income of £38.2 million from patient care activities; including 4,300-day cases, 940 elective spell, 5,900 emergency admissions and 41,500 outpatient attendances within the hospital per annum.

The hospital has an establishment of 454 WTE including 258 Nursing staff, 105 Medical staff and 72 administrative staff

### **Services at Leicester Childrens Hospital**

The Children's Hospital is based at the Leicester Royal Infirmary LRI and Glenfield Hospitals and manages a large number of paediatric specialities including:



- Cardiac Surgery
- Cardiology
- Clinical Immunology
- Dermatology
- Endocrine and Diabetes
- Gastroenterology
- General Paediatric Medicine
- General Paediatric Surgery
- Haematology
- Infectious Diseases (including HIV and TB)
- Intensive care
- Metabolic
- Neonatal and Paediatric ECMO
- Nephrology
- Neurology
- Oncology
- Orthopaedics
- Respiratory (including asthma, allergy and home ventilation)
- Rheumatology
- Urology
- Many specialities also do outreach clinics/lists.

### **Women and Children's Clinical Management Group (CMG)**

Women and Children's CMG Clinical Director	Dr Jonathan Cusack
Women and Children's CMG Lead Nurse	Ms Louise Evans
Women and Children's CMG Head of Operations	Ms Sue McLeod

### **The Leicester Children's Hospital**

General Managers	
Acute Paediatrics and Paediatric Surgery	Mrs Belinda Ross
Paediatric Subspecialty Medicine	Mr William Burdett-Derby and Hayley McGinty
Heads of Service	
Cardiac Surgery, Cardiology, ECMO and ICU	Dr Claire Westrope
Subspecialty Paediatrics	Dr Simon Robinson
Acute and General Paediatrics	Dr Srinivas Bandi
Paediatric Surgery	Mr Nitin Patwardhan
Clinical Governance	
Clinical Governance Lead	
Education	

Education Governance	Dr A Sridhar
Undergraduate Medical Education (Joint Leads)	Dr Vinayak Rai, Dr A Sridhar, Dr R Parecha
Paediatric Training Programme Director (Level2)	Dr Rajiv Mohan
Research	
Research Lead for Children's Hospital	Dr James Greening
Academic Respiratory Research Programme	Dr Erol Gaillard

### **Consultant Medical Staff at Leicester Children's Hospital**

NHS Consultant Paediatricians	
Dr Mehul Joshi	Acute General Paediatrics
Dr Razi Paracha	Acute General Paediatrics
Dr Dan Bronnert	Acute General Paediatrics and Safeguarding
Dr Srini Bandi	General Paediatrics and Infectious Disease
Dr Joanne Forster	General Paediatrics and metabolic medicine
Dr Amisha Mistry	General Paediatrics
Dr Helen Bullivent	General Paediatrics
Dr Vinayak Rai	General Paediatrics
Dr Briony Stone	General Paediatrics and Allergy
Dr Sonal Kapoor	General Paediatrics and Diabetes
Dr Ameet Patel (locum)	General Paediatrics
Dr Savitha Shenoy	General Paediatrics and Endocrinology
Dr Prem Sundaram	General Paediatrics and Diabetes (College Tutor)
Dr Arani Sridhar	General Paediatrics and Rheumatology (Honorary Senior Lecturer)
Dr Ruth Radcliffe	General Paediatrics and Immunology
Dr Pradeep Nagishetty	General Paediatrics and Nephrology
Dr James Greening	Diabetes and Endocrinology
Dr Anbu Subbarayan	Diabetes and Endocrinology
Dr Hemant Bhavsar	Gastroenterology
Dr Anne Willmott	Gastroenterology
Dr Rajiv Mohan	Gastroenterology
Dr Suchandra Pande	Gastroenterology
Dr Gary Stiefel	Allergy
Dr David Luyt	Allergy (Honorary Senior Lecturer)
Dr Kaljit Bhuller	Oncology and Haematology

Dr Sunita Dhir	Oncology and Haematology
Dr Kamal Ahmed	Oncology and Haematology
Dr Emma Ross	Oncology and TYA Oncology Service
Dr Angela Hall	Nephrology
Dr Bedangshu Saikia	Intensive Care
Dr Pompa Kukreja	Intensive Care
Dr Raghu Ramaiah	Intensive Care
Dr Jamie Whitelaw	Intensive Care
Dr Zoha Mohamad	Intensive care
Dr Sanjiv Nichani	Intensive Care and Dermatology (Honorary Senior Lecturer)
Dr Simon Robinson	Intensive Care and ECMO
Dr Claire Westrope	Intensive Care and ECMO
Dr Anand Patil	Intensive Care
Dr Jeremy Tong	Intensive Care
Dr Julia Vujcikova	Intensive Care
Dr Dhinesh Bhaskaeran	Neurology
Dr Nahin Hussain	Neurology (Honorary Senior Lecturer)
Dr Rajib Samanta	Neurology
Dr Kamini Jain	Respiratory Medicine
Dr Ahmed Molla	Respiratory Medicine
Dr Manisha Ramphul	Respiratory Medicine
Dr Chitra Sundaramoorthy	Paediatric Rheumatology
Dr Aidan Bolger	Cardiology (Honorary Associate Professor)
Prof Frances Bu'Lock	Cardiology (Honorary Professor)
Dr Tariq Saifullah	Cardiology
Dr Suhair Shebani	Cardiology
Dr Katie Linter	Cardiology
Dr Daniel Velasco-Sanchez	Cardiology
Dr Simon Macdonald	Cardiology
Dr Saran Durairaj	Cardiology
<b>Honorary Consultant Paediatricians (University)</b>	
Dr Erol Gaillard	Respiratory Medicine and Cystic Fibrosis
Dr David Lo	Respiratory Medicine
<b>NHS Consultant General Paediatric Surgeons</b>	
Mr Ashok Rajimwale	
Mr Bala Eradi	

Mr Nitin Patwardhan
Mr Haitham Dagash
Mr Anthony Owen
Ms Madhavi Kakade (locum)
Mr Khalid El-Malik
Ms Lucy Henderson
<b>NHS Consultant Paediatric Cardio-Thoracic Surgeons</b>
Mr Imran Saeed
Mr Ikenna Omeje
Mr Simone Speggorin
<b>NHS Consultant Paediatric Orthopaedic Surgeons</b>
Mr Alwyn Abraham
Ms Anna Peek
Mr Andrew Furlong
Mr Suresh Annamalai
Mr Hussein Nouredine
<b>Neonatal Service (part of Women and Children's Clinical Management Group)</b>
<b>NHS Consultant Neonatologists</b>
Dr Kamini Yadav
Dr Andrew Currie
Dr Fiona Wood
Dr Deepa Panjwani
Dr Jo Behrsin (Head of Service)
Dr Jonathan Cusack
Dr Sumit Mittal
Dr Venkatesh Kairamkonda (Honorary Lecturer)
Dr Robin Miralles (Honorary Senior Lecturer)
Dr Joe Fawke, Consultant Neonatologist and Head of the Paediatric School
Dr Tilly Pillay (Honorary Senior Lecturer)
<b>Honorary Consultant Neonatologists (University)</b>
Professor Elaine Boyle

<b>Consultant Staff in other Services providing care for children</b>		
<b>Anaesthesia</b>	Dr Brid Cagney	Dr Emma Helm
	Dr David Marriott	Dr Elsa Dekker
	Dr Mahmood Saad	Dr William Russell

	Dr Stahl	Dr Peiris
	Dr Pat Slater	Dr Angadi
	Dr Jaswant Sumal (Cardiac)	Dr Snigdha Paddalwar (Cardiac)
<b>Dermatology</b>	Dr Ingrid Helbling (Honorary Associate Professor)	
	Dr Rob Burd	
	Dr Shika Gupta	
<b>ENT Surgery</b>	Mr George Murty	
	Mr Anil Banerjee	Mr Theodoros Valsamakis
	Mr Peter Conboy	Prof Peter Rea (Honorary Professor)
	Ms Marianne Elloy	
<b>Immunology</b>	Dr Ruth Radcliffe	
<b>Ophthalmology</b>	Ms S Anwar Mr Straton Tyradellis Mr Bharat Kapoor	Miss Nagini Sarvananthan (Honorary Associate Professor)
	Ms Samira Anwar (Honorary Senior Lecturer)	
<b>Pathology</b>	Dr Helen Porter	Dr Angus McGregor
	Dr Roger Malcolmson	
<b>Plastic Surgery</b>	Mr Reena Agarwal	
	Mr Sanjay Varma	
<b>Radiology</b>	Dr Fiona Dickinson	Dr Andy Rickett
	Dr Mandip Heir	Dr Ahmad Sharaf
	Dr Rachel Holmes	Dr Thomas O'Neill
<b>Emergency Dept</b>	Dr Rachel Rowlands	Dr Amy Atkinson
	Dr Gareth Jones	Dr Samantha Jones
	Prof Damian Roland (Honorary Professor)	Dr David Sinton
	Dr Habab Mekki	Dr Catherine Nunn
	Dr Vivek Pillai	Dr Mark Williams
	Dr Rachel Rowlands	Dr Ffion Davies (Honorary Senior Lecturer)

### **Building Better Hospitals**

The reconfiguration programme is a part of our “Becoming the Best” strategy and is one of the Trust’s overarching priorities that will help us deliver “Caring at its Best” for every patient, every time.

We propose to transform our hospitals to improve patient care, achieve better patient outcomes and ensure our staff are working in the best place to make this happen.

At the heart of our proposals is the long-held clinical strategy to move all acute care to Leicester Royal Infirmary and to Glenfield Hospital, with the Leicester General Hospital becoming a smaller community campus.

With the £450 million investment from the Government, we are proposing to create:

- A new maternity hospital at the Leicester Royal Infirmary
- Two ‘super’ intensive care units with 100 beds in total, almost double the current number
- A major planned care treatment centre at Glenfield Hospital.
- Modernised wards, operating theatres and imaging facilities
- Additional car parking
- **A new single-site children’s hospital at the Leicester Royal Infirmary**

The creation of a new standalone hospital for children and young people would focus on creating a more comfortable environment, a place to play and where they can feel at home. Parents would be able to feel more relaxed knowing that the newly established hospital environment has been designed for children, giving them a much better experience and easing some of their worries.

### **RESEARCH AND EDUCATION AT LEICESTER CHILDREN’S HOSPITAL**

It is the aim of the Leicester Children's Hospital to continue to develop the University Hospitals of Leicester as a recognised centre of excellence. This will require not only excellence in the clinical service but also an on-going programme of excellence in education and research.

### **RESEARCH**

The Children’s Hospital has an ambitious strategy in attracting UKCRN/NIHR portfolio-based research. It is expected that all consultants will participate in national research studies (when available) in collaboration with local, regional and national colleagues. We aim to open relevant Paediatric Rheumatology trials to enable maximal recruitment for the patient cohort. The post holder will also be encouraged to participate in research in conjunction with the University of Leicester.

### **PAEDIATRIC RESEARCH AT THE UNIVERSITY OF LEICESTER**

Paediatric research crosses the College research themes and Departments. There is a strong focus on perinatal and paediatric epidemiology (Professor E Draper), neonatal clinical research including randomised controlled trials (Professor E Boyle) and child development (Professor S Johnson). A number of important national databases are run by the group and outputs have had a direct influence on many aspects of national policy in this area. The



group has a major interest in inequalities in health and their impact on perinatal outcomes. In addition, the group has strong collaborative links with the National Perinatal Epidemiology Unit and Clinical Trials Unit in Oxford.

Professor E Boyle has recently been appointed as the Leicester City Football Club Professor in Child Health. Funded by a generous donation from the Leicester City Football Club, this unique post supports a new programme of paediatric research designed to improve the health and well-being of babies, children and families in Leicester and Leicestershire.

Dr Erol Gaillard is an Associate Professor at the University of Leicester and a respiratory paediatrician. He leads the paediatric respiratory service based at University Hospitals of Leicester NHS Trust. Between 2017 and 2021 he chaired a European Respiratory Society Task Force to produce clinical practice guidelines for children aged 5 to 16 years published earlier this year (Gaillard E 2021, ERJ). He is the paediatric advisor on the British Thoracic Society Asthma Specialist Advisory Committee. Dr Gaillard's other research interests are technology supported asthma monitoring, severe asthma and deep phenotyping including breathomics and the role of fungi in severe asthma.

There is also an Honorary Professor (Prof D Roland) who has research interests in paediatric emergency medicine and safety, and medical education.

Dr David Lo commenced as an Associate Professor on 1 August 2022 having been awarded a five year NIHR Advanced Fellowship focusing on the Development of an Integrated Pathway for Preschool Asthma/Wheeze Management.

The Paediatric Rheumatology team have been involved in a number of national and international trials including the SYCAMORE Trial (JIA uveitis RCT trial), ADJUST Trial (International RCT trial), TURTLE trial and STAR-JIA trial. The post holder will also be encouraged to participate in all the research trials

## SECTION 5: JOB DESCRIPTION

### UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

### WOMEN'S & CHILDREN'S CLINICAL MANAGEMENT GROUP

**Job Title:** Consultant in Paediatric and Adolescent Rheumatology (10 PA's)

**Location:** Leicester Royal Infirmary Site within the University Hospitals of Leicester NHS Trust

**Managerially**

**Accountable to:** CMG Clinical Director of Women and Children's

**Professionally**

**Accountable to:** Medical Director

### **ABOUT UHL, OUR VALUES AND BEHAVIOURS**

Every day at University Hospitals of Leicester we save lives, improve lives and usher in new life. Our Trust Values determine our behaviour and our culture. We are a passionate and creative team and at our best when we work together. Our Values are:

1. We **treat** people how we would like to be treated



2. We **do** what we say we are going to do



3. We **focus** on what matters most



4. We are **one team** and we are best when we work together



5. We are **passionate** and **creative** in our work



As one of the very largest NHS Trusts in the country, our contribution to our communities goes way beyond direct health; we are the largest employer in our region, we educate and train the staff of the future, we push research boundaries and with our £1bn turnover we are an economic engine for the wider East Midlands and beyond.

This is particularly exciting time for Leicester's Hospitals. We have been given £450m by the Government to provide a host of new facilities and reconfigure services between our three main sites. Flagship projects include a new Children's Hospital, a new Maternity Hospital, a new Treatment Centre and two new Intensive Care Units. Equally importantly, we are going "paperless", with a £12m investment in our NerveCentre computer system to help our team deliver world class care.

We want to continue to improve everything that we do, so that we can achieve our Vision: Caring at its best for every patient, every time. Our Quality Strategy, **"Becoming the Best"**, describes how we are doing that in a determined, targeted and systematic way, with our staff the champions of change and our patients not just beneficiaries but partners.

**"Becoming the Best"** is based on best practice from "outstanding" organisations within the NHS and abroad. It has six key elements:

- We **understand** what is happening in our services, so that we know what needs to be improved
- We have clear **priorities and plans** for improvement, so that we are clear about what we are trying to do
- We are developing our **culture and leadership**, so that everyone is empowered and encouraged to make improvements
- We have adopted a single approach to improvement (our quality improvement **methodology**), and are giving people at all levels the **skills** to use it
- We always involve our **patients** when we are making improvements that impact on them and their care
- We are integrating this work with the wider **health and social care system**, of which we are a part.

These elements are shown in the diagram below (the blue cog), together with the specific priorities that we are working on at the moment (the pick and green cogs).



## **APPOINTMENT**

This is a full-time Consultant in Paediatric and Adolescent Rheumatology with responsibility in Paediatric and Adolescent Rheumatology Services for University Hospitals of Leicester NHS Trust. This post is based on a 10 PA job plan and has been newly created to meet the increasing demands of the service.

## **PAEDIATRIC AND ADOLESCENT RHEUMATOLOGY SERVICE**

The Paediatric and Adolescent Rheumatology Service at the Leicester Children's Hospital has been providing a dedicated service for the Leicestershire Children and Young People since 1998, working in collaboration with other local and National Tertiary Paediatric Rheumatology teams. University Hospitals NHS Trust runs one of the busiest Paediatric Emergency Departments in the country. Over the years, there has been a significant increase in the number of referrals to the Paediatric Rheumatology service from primary and secondary care.

The Paediatric and Adolescent Rheumatology Service at the Leicester Children's Hospital based at the Leicester Royal Infirmary and has strong links with the Tertiary Paediatric Rheumatology teams at Nottingham and Birmingham. There is a close working relationship with the General Paediatric teams, Community Paediatricians, Paediatric Orthopaedic team, Paediatric Ophthalmologists, PICU team, Paediatric Cardiology/ECMO teams, Paediatric Surgeons, other paediatric medical subspecialties. There is a dedicated Transitional clinic, supported by the Adult Rheumatology colleagues. The service also supports the tertiary Paediatric Uveitis service at LRI.

East Midlands have been given funding by NHSE to create and develop a

collaborative (Leicester and Nottingham) Regional Rheumatology Service for Paediatrics and Adolescents within the East Midlands. The regional service aims to provide gold-standard, evidence-based care to all Children and Adolescents within the East Midlands who require the support of a Rheumatology Specialist team.

There are close working relationships with the Allied Health Professionals, Education staff in the Hospital School, and the Paediatric Psychology Service.

The clinical activities of the service include New Patient Referral Clinics for inflammatory and non-inflammatory problems, Follow-Up Clinics, Monthly Transitional clinics, Monthly Paediatric Uveitis clinics, Joint Injection clinics, Joint injections under GA list and Urgent day care review clinics.

The service is supported by a Consultant in Paediatrics with Specialist interest, a full time Consultant Paediatric Rheumatologist, Band 6 and Band 7 SCNs who provides dedicated support to the Paediatric Rheumatology service including all day care, OPD activities and home visits for Methotrexate and Biologics therapy training. There is a weekly joint injection service (Entonox) in the day care unit and a monthly GA List done in the Theatres. The post holder is expected to be competent in performing joint injections under Entonox and GA. There is a dedicated Band 7 Physio, Band 7 OT, Band 8 Pharmacist, CSW, Orthotic and dedicated admin support for the service. We are planning to recruit a Regional Band 8 Psychologist (shared with Nottingham) dedicated to Paediatric Rheumatology. Psychology referrals are currently managed through the general pool. We have recently appointed a Regional Band 8A Rheumatology Nurse. We network with the Paediatric Rheumatology team at QMC, Nottingham as part of East Midlands Paediatric and Adolescent Rheumatology Service (EMPARS). We also network with other Tertiary Paediatric Rheumatology centres for complex cases.

Currently the team is involved in actively recruiting patients for various national and international Paediatric Rheumatology trials, including the ADJUST trial, TURTLE trial, STAR-JIA trial and other PRNTO trials. There is excellent support from the Children's Research Team based in our dedicated Research Space which complements the recruitment and facilitation of Research within UHL.

**Aforementioned this full-time post is created to meet increasing demands in the service:**

- Increasing activity - generated from a combination of growth in the number of outpatient referrals into the service at Leicester Children's Hospital and a request to provide additional Specialist Paediatric Rheumatology Service at Leicester.
- Significant increase in the number of referrals from the Tertiary Paediatric Uveitis service at LRI
- Significant increase in the number of children and young people needing DMARDs and Biological therapy interventions
- Significant increase in the number of referrals from other Tertiary Paediatric Sub-specialities
- Development of best practice standards as defined by the National Specialist Services Specifications. This post will support the service to achieve targets as defined in the NHS England Specialist Service dashboard.
- To support all the research, teaching and training activities of the service



## **DUTIES**

The appointee will be expected to fulfil the following duties with the agreed Job Plan.

### **Clinical**

- The appointee will be responsible for the management of a full range of Paediatric and Adolescent Rheumatology emergency and elective patients who are admitted to University Hospitals of Leicester NHS Trust.
- 1: 3 Consultant of the Week for the Rheumatology service including adhoc on-call service (for advice until 2200 hrs)
- Provision with Consultant colleagues of a comprehensive elective and emergency Paediatric and Adolescent Rheumatology service.
- Provision of reciprocal cover for periods of leave.
- Provision of OOH advice to the General Paediatric team and PICU teams, for managing admitted patients and patients attending Paediatric ED

The Department of Paediatric and Adolescent Rheumatology provides clinical services for patients with all types of rheumatic disease. Referrals are received from the primary care, community paediatric team and other Departments within the Trust. Joint injections under Entonox care carried out in the day care unit and the GA list. The team works in close relationships with all paediatric sub-specialities including Dermatology, Endocrine, Respiratory, Cardiology, Ophthalmology, Gastroenterology and Nephrology speciality teams. There is a dedicated Paediatric Uveitis service. There is a dedicated transitional process, attended by an Adult Rheumatology colleague. Patients in the age group 14-18 yrs. are reviewed in the transitional clinic and after 18 yrs. transitioned to the dedicated Young Adult Rheumatology clinic run by the Adult Rheumatologist. The post holder is also expected to continue to develop the existing service for Hypermobility and Non-Inflammatory MSK conditions.

Inpatients are cared for out of hours by either the General Paediatric Team or the PICU team. Currently, there is no OOH on-call rota for Paediatric rheumatology service, but a 0.5 PA is allocated in acknowledgement that current consultants do provide out of hours advice until 10 PM.

These duties are subject to review from time to time considering the changing requirements of the service. If alterations to the described duties are required these will be mutually agreed upon between the appointee, his/her Consultant colleagues, and the Trust. The person appointed will be required to devote substantially the whole of his/her time to the duties of the post and give them priority at all times.

### **Governance and Audit**

Each consultant is expected to take an active role in clinical governance activities including (but not restricted to) clinical audit, incident reporting, review of complaints,



risk management, CPD and Evidence-Based Practice. Each directorate has a Consultant Clinical Governance lead.

## **Research**

The Trust has extremely close links with Leicester University and has academic departments in the majority of its clinical specialities. There are University and Trust research facilities. The Trust has a research strategy and management framework which aligns its funding for research with the research and innovations activities it supports. Consultants who wish to undertake research require the approval of the Trust R&I Department and relevant ethical approval and must adhere to the local and National Framework for Research Governance. The selected candidate is expected to participate in all the research activities of the Paediatric Rheumatology Service. Extra PAs will be provided for dedicated research role.

## **Other Duties as Agreed**

The appointee may wish to take on other roles alongside their clinical role. Any positions offered by bodies outside the Trust, (e.g. Training Programme Director, Regional College Advisor, Royal College Representative etc,) must be discussed and agreed upon by the Head of Service in advance of the position being accepted, so that the impact upon the speciality can be fully considered and any job plan amendments are undertaken should the additional role be accepted.

Candidates are encouraged to make arrangements to visit the Trust, and should contact the following Consultants in the first instance if they wish to do so:

**Dr Arani Sridhar, Consultant Paediatrician and Service Lead**      **Tel 01162586126**

**Dr Chitra Sundaramoorthy, Consultant Paediatric Rheumatologist**      **Tel 01162586126**

**Dr Simon Robinson, Head of Service and Paediatric Intensivist**      **Tel. 01162587684**

**JOB PLAN**

The following draft Job Plan reflects our best assessment of the final plan, **based on 10 PAs.**

This is a full-time post to meet the increasing demands of the service. Any modification of the job plan will be discussed on a personal basis with the Trust in consultation with consultant colleagues.

This service is primarily provided at the Leicester Royal Infirmary, with the future possibility of running the clinics in primary care hubs and other local DGHs

**DCC: 8.5 PAs, SPA: 1.5 SPAs (10PAs)**

DAY	AM	PM
Mon	Joint injections (Once a month GA list) +GA list admin <b>0.5 PA DCC</b>	CPD, Audit, Job plan, Appraisal and Research <b>(1.5 PA SPA)</b>
Tue	Joint injections in day care (Entonox list) <b>0.5 PA DCC</b> Urgent Ward review/day care review <b>0.75 PA DCC</b>	MDT <b>1 PA DCC</b>
Wed	MDT Clinic –Inflammatory <b>1 PA DCC</b>	Ward rounds & Admin <b>0.75 PA DCC</b>
Thu	MDT Clinic <b>1 PA DCC</b>	Radiology MDT, ward rounds, admin <b>(0.5 PA DCC)</b>
Fri	MDT clinic – Non-inflammatory <b>1 PA DCC</b>	Ward rounds & Admin <b>1 PA DCC</b>

**(0.5 PA DCC for OOH advice)**

<b>Direct Clinical Care (DCC)</b>	
<b>Activity</b>	<b>PAs</b>
Out-patient clinics	3.0
GA list (Joint injections): 1-2 list per month Entonox list (Joint injection) 2 per month	1.0
Patient administration	2.0
Multi-disciplinary meetings	1.0

Ward rounds, in-patient referrals, day case, triage	1.0
Emergency duties – (OOH advice) until 10 PM	0.5
<b>Sub Total DCC</b>	<b>8.50</b>

<b>Supporting Professional Activity (SPA)</b>	
CPD, Appraisal, Job Planning, and Audit	<b>1.50</b>
<b>TOTAL PA's:</b>	<b>10.00</b>

### **Extra provision for SPAs for Research, Educational Supervision and Teaching activities**

### **EDUCATION: TEACHING AND TRAINING**

All Consultants are expected to contribute to teaching and training of undergraduate students and postgraduate trainees as part of their role as a Consultant in UHL. Extra PAs above the 1.5 SPAs will be provided for any dedicated weekly medical students teaching activity and Educational Supervisor (0.25 PAs/per trainee). This will be agreement with the new appointee.

Consultants will normally have undergraduate medical students placed with them during clinical duties and are expected to teach alongside clinical service work. Similarly, Consultants will normally be involved in clinical supervision of postgraduate trainees working within UHL.

Medical students based at the University of Leicester follow a standard 5-year programme with years 1 and 2 (phase 1) predominantly based in the University but including both a Healthcare assistant training programme, and a programme developing their consultation and examination skills; and three years on clinical placement in phase 2. The teaching of undergraduate students in UHL reflects the Divisional structure of the Trust. Undergraduate medical students are taught by UHL throughout the medical course from years 1 to 5. Both ward- and outpatient-based clinical teaching, as well as tutorial and lecture style teaching is undertaken in addition to individual supervision of clinical students (years 3-5) attached to them,

Some Consultants will choose to take on additional undergraduate and/or postgraduate education and training responsibilities. This activity will be specific, identifiable, evidenced, recognised and appraised. Such additional teaching and training activity will be recognised within their SPA allowance.

The post holder will have the opportunity to apply to become a clinical teacher. In addition to the standard 1.5 SPAs, the clinical teacher role is supported by 0.5 SPAs to support two hours of undergraduate teaching time per week.

This teaching can occur in different settings. The clinical teacher will be expected to show evidence of satisfactory performance in this role at appraisal.

- To support and oversee the placement of students in the department and act as a clinical teacher
- To facilitate delivery of undergraduate teaching as directed by the departmental undergraduate education lead

Enhanced undergraduate duties also includes acting as examiners in medical school assessments; providing regular seminar and small group teaching; lecturing and other Phase 1 teaching (year 1 & 2) within the medical curriculum; and leadership of a Student Selected Component (lasting four weeks in year 3 and/or six weeks in year 5).

Those who have an additional significant responsibility as a block or clinical education lead within their DCC time are also considered for the award of the title of honorary lecturer or honorary senior lecturer depending on their level of activity.

Enhanced postgraduate duties will include acting as an educational supervisor for Foundation or Specialty trainee, UHL Divisional Education governance lead, contributing to recognised postgraduate-teaching courses in UHL, e.g., Specialty Training programmes, involvement in recruitment of trainees, interviews for specialty training and recruitment to Foundation programmes.

### **MENTORSHIP**

There is a mentorship scheme for all new consultant staff, this is designed to help and assist new appointees to settle into working at UHL as easily as possible. It is designed to assist individuals in a personal way to familiarise them with the Trust and how things work in practice.

The Trust also has the required arrangements in place, as laid down by the Royal College of Physicians, to ensure that all doctors have an annual appraisal with a trained appraiser and supports doctors going through the revalidation process.

Appropriate secretarial and office accommodation will be available. The University Hospitals of Leicester NHS Trust are committed to support continued professional development with paid study leave within a budget. Each Consultant is provided with a personal computer with access to the internet and NHS Net connection.

### **ANY OTHER DUTIES**

This job description is not to be taken as an exhaustive list of duties and it may be reviewed in the light of changed service needs and development. Any changes will be fully discussed with the post holder. The post holder will be required to carry out the duties appropriate to the grade and scope of the post.

In order to ensure the Trust's ability to respond to changes in the needs of the service, after appropriate consultation and discussion with you (including consideration of personal circumstances current skills, abilities and career development) the Trust may make a change to your location, duties and responsibilities that are deemed reasonable in the circumstances.

## **SECTION 5A: JOB DESCRIPTION (GENERAL POLICIES, PROCEDURES AND PRACTICES)**

### **GENERAL POLICIES, PROCEDURES AND PRACTICES**

The post holder will be expected to comply with all Trust policies, procedures and practices and to be responsible for keeping up to date with any changes to these.

### **HEALTH AND SAFETY**

All employees are subject to the requirements of the Health & Safety at Work Act and prevailing Acts since. It is the post-holder's responsibility to ensure they are familiar with all UHL Health and Safety related policies that apply to their workplace or work –practice. The post holder is required to ensure that as an employee, his or her work methods do not endanger other people or themselves.

### **DATA PROTECTION / CONFIDENTIALITY**

In accordance with the Employer's privacy notice for employees, the Employer will hold computer records and personnel files relating to you which contain personal data. The Employer will comply with its obligations under the General Data Protection Regulation, the UK Data Protection Act 2018 and all other data protection legislation. The data the Employer holds may include employment application details, references, bank details, performance appraisals, holiday and sickness records, salary reviews and remuneration details and other records, (which may, where necessary, include special category data and criminal offence data relating to your health, data held for ethnic monitoring purposes, and regarding DBS checks). The Employer requires such personal data for personnel administration and management purposes and to comply with its obligations regarding the keeping of employee records. The privacy notice sets out the Employer's legal basis for processing your personal data. Your rights of access to this data are prescribed by law.

You will familiarise yourself with the Employer's data protection policy which sets out its obligations under the General Data Protection Regulation, the UK Data Protection Act 2018 and all other data protection legislation. You must comply with the Employer's data protection policy at all times, and you agree that you will only access the systems, databases or networks to which you have been given authorisation and only for the purposes of your work for the Employer. The Employer will consider a breach of its data protection policy by you to be a disciplinary matter which may lead to disciplinary action up to and including summary dismissal. You should also be aware that you could be criminally liable if you disclose personal data outside the Employer's policies and procedures. If you have any queries about your responsibilities in respect of data protection, you should contact the Employer's Data Protection Officer.

### **EQUAL OPPORTUNITIES POLICY**

All employees must comply with the Trust's Equal Opportunities Policy and in line with the Equality Act 2010, must not discriminate on grounds of age, disability, gender reassignment, race, religion or belief, marriage or civil partnership, pregnancy or maternity, sexual orientation or sex. Other grounds on which they should not treat others unfavourably include trade union membership (or non-membership) or political affiliation, or any other grounds which cannot be shown to be justifiable.

### **INFECTION CONTROL (REGISTERED HEALTHCARE PROFESSIONALS)**

All healthcare professionals on a professional register are personally accountable for their standards of practice which must include compliance with the Trust's infection prevention

and control policies and guidelines. In addition, all registered practitioners are expected to challenge non-compliance when observed to protect patients and promote patient safety. Local clinical leaders have a responsibility to maintain an organisational culture of vigilance through their role in supervising other staff.

### **SAFEGUARDING CHILDREN AND VULNERABLE ADULTS**

The post holder is responsible for safeguarding the interests of children and adults who they come into contact with during their work. To fulfil these duties, post holders are required to attend training and development to recognise the signs and symptoms of abuse or individuals at risk, to follow local and national policy relating a safeguarding practice and to report and act on concerns that they may have.

### **ELECTRONIC ROSTERING**

Our Electronic Rostering system is key to ensuring staff are in the right place with the right skills at the right time, to ensure we carry out this responsibility effectively; all UHL staff must adhere to the rostering standards and guidelines set out in the Electronic Rostering Policy, pertaining to their role.



## SECTION 6: PERSON SPECIFICATION

### CONSULTANT IN PAEDIATRIC AND ADOLESCENT RHEUMATOLOGY (10 PAs)

Criteria	Essential	Desirable	Stage Measured at A – application I – Interview T – Test
<b>Commitment to Trust Values and Behaviours</b>	Must be able to demonstrate behaviours consistent with the Trust's Values and Behaviours		Application and Interview
<b>Professional Registration</b>	Full GMC registration Previous Consultant Experience		Application and Interview
<b>Professional Qualifications/ Development</b>	MRCPCH or equivalent	Higher professional degree Post-graduate qualification in Rheumatology	Application and Interview
<b>Clinical Skills/Experience</b>	CCT in Paediatric Rheumatology OR Any equivalent specialist training programme in Paediatric & Adolescent Rheumatology.  Ability to deliver a Tertiary Paediatric & Adolescent Rheumatology service.  Ability to run a joint injection service.  Ability to support a multidisciplinary	Specific training in communication skills	Application and Interview

	<p>team.</p> <p>Adolescent Health and Transitional Care Training</p> <p>Evidenced technical skills as described in the job description (Joint injection service)</p> <p>Able to communicate effectively and appropriately with patients, their families and other health professionals.</p> <p>Evidence of Level 3 Safeguarding Children</p>		
<b>Management Skills</b>	<p>Able to develop, present and operationalise coherent ideas for service development/delivery.</p> <p>Able to delegate appropriately.</p> <p>Able to work in an MDT team.</p>	<p>Higher management qualification or training</p> <p>Management experience</p> <p>Training in Leadership skills</p>	Application and Interview
<b>Personal Skills/Qualities</b>	<p>Able to work flexibly in a changing health service</p> <p>Able to use the Trust's IT support systems</p>		Application and Interview

<b>Teaching, Audit &amp; Research</b>	Evidence of participation in Clinical Audits and QIP projects. Able to teach and support Students and trainees Research experience and commitment to research activities	Good Clinical Practice Training Research Publications Higher teaching degree or qualification or training	Application and Interview
<b>Practical Requirements</b>	Ability to travel across the sites in UHL NHS Trust, Leicester Ability to travel to outreach clinics		Application and Interview
<b>Equality and Diversity</b>	Able to demonstrate a commitment and understanding of the importance of treating all individuals with dignity and respect appropriate to their individual needs.		Application and Interview

## SECTION 7:

### PRE-EMPLOYMENT / ON-GOING EMPLOYMENT CHECKS

#### PROFESSIONAL REGISTRATION

All persons appointed to the post are required to hold registration with their appropriate professional Regulatory Body and to comply with their professional code of conduct. Evidence of on-going registration will be required.

#### HEALTH CLEARANCE FOR HEALTHCARE WORKERS ('OCCUPATIONAL HEALTH CHECKS')

- 1) It is recommended that all *new healthcare workers* have checks for tuberculosis (TB) disease/immunity and are offered hepatitis B immunisation (with post-immunisation testing of response) and blood tests for evidence of infection with hepatitis C and HIV [1]. Being free of infectious tuberculosis is mandatory. Checks for immunity to measles, mumps, rubella and varicella (chicken pox) will also be made and vaccination offered if immunity is not detected.

These *standard health clearance* checks will be completed on appointment. Managers should inform new workers that they must contact the OH department so the necessary arrangements can be made. Even if the new worker has had similar checks recently elsewhere, or has worked in UHL before, they will still need to attend for a review, unless these were undertaken at UHL as part of a current rotational medical appointment.

- 2) For healthcare workers who will perform exposure-prone procedures (EPPs), work in a renal unit\*, or likely to practice in an exposure prone environment, *additional health clearance* must be undertaken. Additional health clearance includes testing or demonstration of satisfactory test results for:
  - HIV
  - Hepatitis B
  - Hepatitis C

The exact standards that must be met are described in detail in the Public Health England document: *Integrated guidance on health clearance of healthcare workers and the management of healthcare workers infected with blood borne viruses (hepatitis B, hepatitis C and HIV) October 2017, or revisions thereof.*

*\*Workers in renal units only need to demonstrate satisfactory results for Hepatitis B.*

These additional checks should be completed before confirmation of an appointment to an applicable post, as the healthcare worker will be ineligible if they do not meet the required criteria. Those who refuse to have the required tests will not be given clearance to start work.

All tests will be arranged in confidence through the Occupational Health department. All costs for testing will be borne by the employing organisation.

[1] Health clearance for tuberculosis, hepatitis B, hepatitis C and HIV: New healthcare workers. DoH 2007.

## **DISCLOSURE AND BARRING SERVICE CLEARANCE**

This post requires an enhanced disclosure by the Disclosure and Barring Service (DBS) as it is regulated by statute. Failure to disclose details if you are currently / or in the future the subject of police investigation / proceedings which could result in a conviction, caution, bind over order or charges is a disciplinary matter, and may result in dismissal.

**To expedite the process the Trust will meet the initial costs of the disclosure which will be deducted from the individuals' salary over a three month period commencing on their first months payment.**

## **STATEMENT ON THE RECRUITMENT OF EX-OFFENDERS**

As an organisation using the Disclosure and Barring Service (DBS) to assess applicants' suitability for positions of trust, the University Hospitals of Leicester NHS Trust complies fully with the DBS Code of Practice and undertakes to treat all applicants for positions fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed.

The University Hospitals of Leicester NHS Trust is committed to the fair treatment of its staff, potential staff or users of its services, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background.

We have a written policy on the recruitment of ex-offenders, which is made available to all Disclosure applicants at the outset of the recruitment process.

We actively promote equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal records. We select all candidates for interview and appointment based on their skills, qualifications and experience.

A Disclosure is only requested after a thorough risk assessment has indicated that one is both proportionate and relevant to the position concerned. For those positions where a Disclosure is required, all application forms, job adverts and application packs will contain a statement that a Disclosure will be requested in the event of the individual being offered the position.

Where a Disclosure is to form part of the recruitment process, we encourage all applicants called for interview to provide details of their criminal record at an early stage in the application process. We request that this information is sent under separate, confidential cover, to a designated person within the University Hospitals of Leicester NHS Trust and we guarantee that this information is only seen by those who need to see it as part of the recruitment process. Unless the nature of the position allows the University Hospitals of Leicester NHS Trust to ask questions about your entire criminal record we only ask about "unspent" convictions as defined in the Rehabilitation of Offenders Act 1970.

We aim to ensure that all those in the University Hospitals of Leicester NHS Trust who are involved in the recruitment process have been suitably trained to identify and assess the relevance and circumstances of offences. We also ensure that they have received appropriate guidance and training in the relevant legislation relating to the employment of ex-offenders, e.g. the Rehabilitation of Offenders Act 1970.

At interview, or in a separate discussion, we ensure that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the

position. Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment.

We make every subject of a DBS Disclosure aware of the existence of the DBS Code of Practice and make a copy available on request.

We undertake to discuss any matter revealed in a Disclosure with the person seeking the position before withdrawing a conditional offer of employment.

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



## SECTION 8: CONDITIONS OF SERVICE

### **CONDITIONS OF SERVICE**

The appointment will be made on Trust terms and conditions which presently reflect the terms and conditions of service for Consultants (England) 2003, as amended from time to time.

#### **Relocation**

Where applicable, removal expenses will be paid to the successful candidate in accordance with the Trust policy. It is advised that you seek advice before making any commitments.

#### **Salary**

The starting salary of the appointment (exclusive of any distinction and meritorious service award payable to you) will be the appropriate threshold on the Consultant pay scale (MC72) ranging from £84,559 - £114,003 (or the appropriate transition scale threshold on MC51).

#### **Notice Period**

The employment is subject to three month's notice on either side, subject to the provisions of schedule 19 of the Terms and Conditions of Service for Consultants (England) 2003.

#### **Annual Leave**

The post-holder will be entitled to 32 days annual leave per year. After 7 years' service 2 additional days are awarded.

The Trust would normally require 6 weeks' notice for leave booked.

#### **Study Leave**

A maximum of 30 days study leave with pay and expenses can be taken over a three year period, or ten days each year.

#### **Residence**

The successful candidate will be required to maintain his/her private residence in contact with the public telephone service and to reside 10 miles by road from base hospital unless specific approval for greater distance is given by the Trust.

#### **Medical Excellence**

The Trust is committed to providing safe and effective care for patients. To ensure this, there is an agreed procedure for medical staff that enables them to report quickly and confidentially, concerns about the conduct, performance or health of medical colleagues. All medical staff, practising in the Trust, should ensure that they are familiar with the procedure.

## SECTION 9: RECRUITMENT SERVICES CONTACT INFORMATION

**RECRUITMENT SERVICES TELEPHONE (CONSULTANT RECRUITMENT):**

0116 258 7213

**RECRUITMENT SERVICES E-MAIL (CONSULTANT RECRUITMENT):**

[uhlconsultantrecruitment@uhl-tr.nhs.uk](mailto:uhlconsultantrecruitment@uhl-tr.nhs.uk)

**RECRUITMENT SERVICES ADDRESS:**

University Hospitals of Leicester NHS Trust  
Paget House  
2 West Street  
Leicester  
LE1 6XP

**WEB ADDRESSES:**

You can also visit the UHL Website via the following web links:

<http://www.leicestershospitals.nhs.uk/aboutus/our-hospitals/>

<http://www.leicestershospitals.nhs.uk/aboutus/work-for-us/>