



Shropshire Community Health **NHS**

NHS Trust

Improving Lives in Our Communities

## JOB DESCRIPTION

<b>Job Title:</b>	Consultant for Urgent and Emergency Care – Community
<b>Salary Range (depending on experience):</b>	£93,666- £ 126,281
<b>Responsible to:</b>	Executive Medical Director
<b>Accountable for:</b>	Executive Medical Director

### Our Vision

“We will work closely with our health and social care partners to give patients more control over their own care and find necessary treatments more readily available. We will support people with multiple health conditions, not just single diseases, and deliver care as locally and conveniently as possible for our patients. We will develop our current and future workforce and introduce innovative ways to use technology.”

### JOB PURPOSE

We are seeking to appoint a consultant colleague to optimise our consultant establishment as part of our specialist workforce. We are seeking an enthusiastic and motivated colleague who is willing to be a good team player and be flexible in their approach to working in a community trust.

We are seeking to appoint 1.00 WTE Consultant Physician with an interest in Geriatrics within the division of Urgent Community Services to join our expanding team and department. We are expanding our clinical expertise to meet the demands of the Virtual Ward, Rapid Response and Community Services including intermediate care beds. We invite candidates who have a passion for leadership and want to be part of a dynamic team and are willing to work in a fast paced and busy growing Community NHS Trust. You will join at a time as we grow our thriving specialist teams who have special interest in development.

The Trust is in the early stages of developing a quality improvement across all our services by enhancing the medical input and leadership, with the aim to help build the capacity and capability for improvement across the Trust.

All applicants should be fully registered with the General Medical Council and hold a Licence to Practice.

The developing medical team together with the specialist clinical teams in Shropshire Community Healthcare NHS Trust have the aim for closer integration of the services so that whilst maintaining specialist skills of each service, we develop closer collaboration in clinical skills, teaching, learning,



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audit, research, and innovation to enhance patient safety and improve outcomes and clinical effectiveness.

A key aim of this role is to provide consultant cover across our community services, this will include the provision of senior clinical oversight to the Urgent Community Rapid Response and the Virtual Ward services which are embedded within our Urgent and Emergency Care Community Service Division. This is a key leadership role to support the ongoing transformation of our admission avoidance and step-down service offer to the system, whilst working in key collaboration with our acute trust. This division of care also includes Integrated Discharge team, Minor Injury Units, Community Hospitals and DAART (Diagnosis, Assessment and Rehab Team) services which enable integrated services to support a patient's journey.

## **Main Duties**

The exact duties of the post will be subject to negotiation with the successful applicant but overall will include sharing responsibility for community care services across the trust, supporting the development of the medical community team and working in partnership with our acute trust and primary care colleagues. The successful applicant will also be expected to play an active role in the teaching and training of General Practitioners and Advanced Nurse/Clinical Practitioners who support various services within the trust.

## **Details of the post**

We are optimistic about the future of our Trust and our community services and aim to grow further and flourish in a climate of increasing emphasis on value for money. We believe we are ideally positioned to capitalise and grow, as a niche provider of innovative and responsive services tailored to people's health and care needs and closer to their homes.

Over the next few years, the growth strategy of our division is:

- Strengthening working relationships with consultant colleagues at the Shrewsbury and Telford Hospital NHS Trust, (SATH) and working collaboratively with the local psychiatrists and primary care colleagues
- To develop SCHT as an expert provider of community-based services in its widest sense, with teaching, training and development of clinical specialists such as higher specialist trainees and advanced nurse practitioners.
- Strengthening our medical support to our urgent care response services across Shropshire. We are working closely with consultant colleagues in SATH and strengthen our well-established working links.
- Continue to develop our Virtual ward service including the Rapid response/access service in collaboration with SATH and Primary Care.

## **The Urgent Emergency Care - Virtual Ward**

The Urgent Emergency Care service was established in response to the national initiative to improve the quality and capacity of care for people through delivery of urgent, crisis response care.

We have developed systems where cases may be discussed with consultant lead and GPwSI when urgent advice is needed, or/and discussed in a daily virtual clinical/MDT meeting with lead consultants from our SATH acute trust. The virtual ward receives early discharges from SATH of patients whose on-going medical care can safely be delivered at home. Both Virtual ward and Rapid Response aim to discharge patients when medical input is no longer required.

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Whilst it is understood that a proportion of the required SPA time would be necessary for the appointee to undertake their CPD and other essential activities necessary for revalidation, it is also expected that they would utilise a proportion of their time to reasonably support The Trust Medical Director, Trust clinical leads and consultant peers both within the organisation and across the system to support the effective running of the services they are part of, ongoing transformation projects locally and fulfilling the safety, governance, education and risk management functions.

Colleagues being newly appointed to the consultant grade, and who desire to have a mentor and/or an informal support arrangement are encouraged to do so. We can arrange such support from an identified senior colleague within the organisation.

The post holder will be supported by a team of ACPs and ANPs and GPwSI. The post holder will be expected to contribute towards the training of both the ACP/ ANP and nurse colleagues.

The post is offered under Medical and Dental National terms & conditions.

### **Inpatient ward work**

There will be some expectations to work flexibly and be part of a medical team supporting care across our community services which includes 3 Community Hospitals and potential future expansion of intermediate care beds. This will be discussed at the time of interview.

The Trust is currently going through a period of transformation within the health economy with the scope for further integration of community, domiciliary and acute pathways but there is currently no requirement for outpatient duties.

### **Proposed Job Plan**

#### *Sample 1*

<b>Day</b>	<b>Time</b>	<b>Location</b>	<b>Activity</b>	<b>DCC/SPA</b>	<b>PA</b>
Monday	AM	Community location - Telford	Rapid Access round (RAR)& Virtual Ward round (VWR)	DCC	1
	PM	Community location - Telford	Virtual ward round/RAR	DCC	1
Tuesday	AM	Community location - Telford	VWR/special interest	DCC	1
	PM	Community location - Telford	MDT/families/Clinical governance	DCC	1
Wednesday	AM	Community location - Telford	Virtual round, New & unstable patients SPA supporting Division	DCC SPA	0.5 0.5
	PM	Community location - Telford	Virtual ward round/RAR	DCC	1
Thursday	AM	Community location - Telford	Virtual/ Home/round &Ward round	DCC	1

	PM	TBC	SPA Teaching	SPA	1
Friday	AM	Community location - Telford	Virtual/Home round, New & unstable patients	DCC	1
	PM	TBC	SPA	SPA	1

Total DCC 7.5 PA; SPA 2.5 PA

There is no expected requirement for duties which may require time off in lieu; however, should a situation arise, this will be a subject for local negotiation with the Medical Director.

To undertake other duties commensurate with this grade of post requires agreement with the relevant line manager.

The post holder is expected to minimise the Trust's environmental impact wherever possible, including recycling, switching off lights, computers, monitors and equipment when not in use. They will help to reduce paper waste by minimising printing/copying and reducing water usage, reporting faults and heating/cooling concerns promptly and minimising travel. Where the role includes the ordering and use of supplies or equipment the post holder will consider the environmental impact of purchases.

### **Managerial accountability**

The post holder will be clinically accountable through the Clinical Governance structures of the Trust to the Medical Director and will be managerially accountable to the Deputy / Associate Medical Director of the Adults & Specialist Rehabilitation Division.

### **Occupational health**

Appointment will be subject to satisfactory occupational health clearance.

### **Rehabilitation of Offenders Act/ Disclosure & barring service**

Appointment will be subject to a satisfactory Criminal Records check.

### **Appraisal and Continuing Education / Development**

All Consultants will have performance and Job Plans regularly reviewed by the Divisional Medical Director through an annual appraisal process. The Divisional Medical is in turn appraised by the Medical Director. Arrangements for the appraisal and revalidation process for senior medical and dental staff within the Trust are the responsibility of the Medical Director & Responsible officer in conjunction with the Divisional Medical Director or clinical service lead.

The appointee will be expected to register for continuing professional development / continuing medical education monitoring schemes at an appropriate medical Royal College. The post holder will be entitled to continuing professional educational development in line with the Terms and Conditions of Service. The Trust supports the requirements for Continuing Medical Education and is committed to providing time and financial support for such activities as appropriate to the post. Support for personal development including coaching/mentoring if desired will be agreed as part of the appraisal/PDR process. The Consultant will also have opportunity for peer support and service development with the Frailty and Care of The Elderly Team based in SaTH.

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## **General Provisions**

The post holder will be expected to contribute to all aspects of Clinical Governance activity including clinical audit and quality improvement projects relevant to his / her clinical service, the Directorate, and the Trust as a whole. Clinical Governance is a developing and evolving aspect of clinical practice, and it is expected that the appointee will play a full and active part in its development and implementation. The post-holder will be expected to work with local managers and professional staff in the efficient running of services and will lead with consultant colleagues in the medical contribution to management.

## **Terms and Conditions of Service**

The post is subject to the Terms and Conditions of Service of the 2003 Consultant Contract and associated schedules and relevant organisational employment policies. Details of the 2003 Consultant Contract can be found at [www.dh.gov.uk](http://www.dh.gov.uk). The Terms and Conditions set out incorporate and shall be read subject to any amendments which are, from time to time, the subject of negotiation by the appropriate negotiation bodies and are approved by the Secretary of State after considering the results of such negotiations.

## **Professional Registration**

The appointee should be a Medical Practitioner registered with the GMC. He/she is encouraged to be a member of an appropriate Defence Organisation.

## **Management and Leadership Responsibilities**

1. Develop and empower all members of your team to perform to high standards and innovate.
2. Ensure supportive staff management arrangements are in place and carry out personal development reviews for direct reports. Ensure all staff in your team/s have annual PDR's resulting in specific objectives and effective personal development plans.
3. Develop staff knowledge and skills to promote equality and diversity and address inequalities both in employment and service delivery. Ensure specific equality objective are included in PDR's.
4. Develop a culture that ensure that the standards are achieved and maintained for all staff and that staff's perception about their working lives are measured and improvements made.

To undertake other duties commensurate with this grade of post in agreement with the relevant line manager.

## **Performance Management**

All employees have a responsibility to participate in regular appraisal with their manager and to identify performance standards of the post. As part of the appraisal process every employee is responsible for participating in identifying their own training and development need. The post holder is also responsible for undertaking appraisal of identified staff, including identifying the learning and development needs of individuals.

## **Health & Safety at Work**

Attention is drawn to the responsibility of all employees to take reasonable care for the health & safety of themselves and other people who may be affected by their actions at work.

## **Equal Opportunities**

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Shropshire Community Health NHS Trust is committed to being an equal opportunities employer and welcomes applicants from people irrespective of age, gender, race and disability.

### **Safeguarding**

It is the responsibility of all staff to safeguard and protect children and adults at risk at all times and staff must report any concerns as per Safeguarding Children and Safeguarding Adults policies, which are available on the Trust's intranet. Every member of staff must undertake regular mandatory safeguarding training at a level relevant to the role.

### **Smoking**

The Trust operates a No Smoking policy.

### **Mobility**

Whilst the postholder will be based at Shropshire Community Health NHS Trust office base, travel around the Trust sites may be required.

### **Confidentiality**

Your attention is drawn to the confidential nature of information collected within the National Health Service. The unauthorised use or disclosures of patient or other personal information is regarded as gross misconduct and will be subject to the Trust's Disciplinary Procedure and, in the case of both computerised and paper-based information, could result in a prosecution for an offence or action for civil damages under the Data Protection Act 1998.

### **Sustainability**

The Trust attaches great importance to sustainability and Corporate Social Responsibility. It is therefore the responsibility of all members of staff to ensure that the Trust's resources are used efficiently with minimum wastage throughout their daily activities.

### **Infection Prevention and Control**

The Trust is committed to minimising any risks of healthcare associated infection to patients, visitors and staff. All employees must attend Infection Prevention and Control training as required for their post. Employees must be familiar with and comply with Infection Prevention and Control policies available on the Intranet.

## **COMPETENCY BASED KEY RESULT AREAS**

These are key leadership result areas which will be applicable to the area of responsibility outlined above and are commensurate with the grade of the post.

### **Valuing Your People**

- Accept the responsibility you have been given to lead and manage your team, and the quality of their work.
  - Act as a role model for our Values in every people management interaction you have with your team and colleagues.
  - Value your team through engaging them in open discussion on issues that may affect their work or the service they provide, whilst taking responsibility for the obligation to make the final decision.
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- Demonstrate fairness, equity, honesty and openness as you manage your team daily.
- Demonstrate your trust for your team by setting the direction of travel then delegating appropriately and with support.
- Have the courage to constructively challenge, performance manage and support the members of your team in their work.
- Ensure that when mistakes happen, they are reported openly, discussed supportively, managed appropriately and learned from.
- Show your team they are valued through setting aside protected time for them to have regular team meetings, 1:1's and meaningful appraisals with you.
- Demonstrate you support the mental and physical health & wellbeing of your team through knowing them and their behaviour and acting promptly (before any absence from work) in response to signs of a mental or physical health condition.
- Show individual team members they are valued by acting quickly, supportively, respectfully and equitably to manage absence from work due to ill health.
- Demonstrate you value the learning, development, safety and professional registration of your team by setting aside protected time for appropriate clinical or managerial supervision, mandatory training and other development needs.
- Ensure you consider the work allocation, workforce planning and succession planning of your team on a regular basis, and specifically during business planning processes.
- Take responsibility for your own development as a people manager through using an appropriate Mentor and/or Coach.
- Take responsibility and accountability for ensuring services meet fundamental standards that people have a right to expect whenever they receive care through the delivery services in accordance with fundamental standards as determined by Care Quality Commission

### **Emotional Intelligence**

- Behave consistently with the values and beliefs of the organisation and promotes these on a day-to-day basis.
- Behave consistently with the NHS Code of Conduct for Managers.
- Maintain emotional resilience and maturity with the occasional exposure to highly distressing or highly emotional circumstances for example in the conduct of serious disciplinary cases.

### **PERSONAL DEVELOPMENT**

- Take responsibility for keeping up to date and reviewing your personal development needs and objectives on a regular basis, including participating in appraisal reviews with your manager on at least a 12-monthly basis.

### **CORPORATE RESPONSIBILITIES**

- To ensure that your actions and behaviours are in line with, and consistent with, our values
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- Matters of a confidential nature, regarding both staff and patients may be available to the post holder; divulgence of information or even of the knowledge of such information must only occur in the proper exercise of the above duties.
- All members of staff must ensure that information security is maintained at all times, taking personal responsibility to be aware of and ensure that their actions and behaviours are in line with, the Trust's information governance policies.
- The post holder will be required to comply with regulations relating to Health and Safety at Work.
- The post holder will be required to comply with policies and procedures issued by and on behalf of the Trust.
- The Trust is committed to safeguarding and promoting the welfare of children and adults and to protecting them from the risks of harm. The Trust recognises its responsibility to ensure that safe working conditions and systems are in place for staff working with children, adults and families in their care. Staff are required to comply with Trust policies on Safeguarding.
- The post holder may be required to work in locations other than those specified in the job description as required by business need.
- All staff must comply with regulations and Trust IPC Policies relating to Infection Prevention and Control including adherence with hand hygiene and challenge poor IPC practices of others reporting any breaches using appropriate Trust mechanisms e.g. line manager, IPC Team and incident reporting policy.
- All staff providing care must:
  - maintain competence, skills and knowledge in infection prevention and control by completing mandatory IPC training and have awareness of the National IPC Manual.
  - apply the infection prevention and control principles contained in the National IPC Manual and the Trust's IPC Policies.
  - communicate the infection prevention and control practices to be carried out by colleagues, those being cared for, relatives and visitors, without breaching confidentiality and challenge poor IPC practices of others reporting any breaches, using appropriate Trust mechanisms e.g. line manager, IPC Team and incident reporting policy.
  - not provide care while at risk of transmitting infectious agents to others (staff and patients); if in doubt, they must consult their line manager, Occupational Health department, and or their infection prevention and control team.

**This job description will be subject to review and amendment, in consultation with the post holder, to meet the changing needs of the service and the organisation.**

**Post Holder's Name:**

**Post Holder's Signature:**

**Date:**

**Manager's Name:**

**Manager's Signature:**

**Date:**





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## PERSON SPECIFICATION

**TITLE:** Consultant Geriatrician

**BAND:** YC72 £93,666- £ 126,281

Example key areas	Job requirements	W	How identified
<b>Qualifications training /</b> Level of education. Professional qualifications. Vocational training. Post basic qualifications. Training and learning programmes/courses	MRCP UK or equivalent Full Registration with GMC	E	AF
	Eligibility for entry on General Medical Council (GMC) Specialist Register or entry within six months of interview	D	AF
	Specialist registration in Geriatric Medicine and General Internal Medicine or within 6 months of CCT	D	AF

<b>Experience</b> Length and type of experience Level at which experience gained	Broad experience in geriatric medicine	E	AF/I
	Familiarity with models of care delivery in community setting	E	AF/I
	Knowledge or experience in service redesign or development	D	AF/I
<b>Skills/knowledge</b> Range and level of skills Depth and extent of knowledge	Evidence of experience in providing clinical input into administration of a department	E	AF/I
	Evidence of ability to lead within multi-disciplinary teams, ensuring high quality care and colleagues morale	E	AF/I
	Organisational ability	E	AF/I
	Able to take responsibility and cope with stressful situations	E	AF/I
	Credibility and integrity	E	AF/I
	Ability to establish good professional relationships with others	D	AF/I
	Familiar with current structure of Health Service and conversant with recent initiatives and changes	D	AF/I
	Management experience and/or qualification Clinical Leadership courses	D	AF/I
	Experience in service redesign	D	AF/I
<b>Audit</b>	Thorough understanding of principles of medical audit. Must have undertaken and completed audit projects or service evaluations	E	AF/I

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<b>Personal Skills</b>	Effective communicator, excellent presentation skills, able to work in a close-knit team and cooperate with all medical and paramedical staff	E	AF/I
	Evidence of a sympathetic approach to patients and relatives	E	AF/I
	Ability to problem solve and manage workload and adapt and manage own stress, in a rapidly changing NHS environment and moving goalposts	E	AF/I
	Familiarity with information technology and general computer skills	E	
<b>Personal attributes</b>	Flexible, able, and willing to cover colleagues' absence	E	AF/I
	Willingness to work and travel across several sites using public and private transport	E	AF/I
	Professional attitude towards work, highly reliable, excellent record of attendance and tidy personal appearance	E	AF/I
	Effective team member.	E	AF/I
	Effective interpersonal skills.	E	AF/I
	Ability to perform under pressure	E	AF/I
	Commitment to Continuing Medical Education and Professional Development	E	AF/I
<b>Other job requirements</b>			

**W (Weighting)** - E = Essential D= Desirable

**How identified** = Application = AF; Interview = I; Test = T; Presentation = P.

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