

SECTION 4: JOB DESCRIPTION






<u>Job Title:</u>	Locum Consultant(s) in Respiratory Medicine with an interest in Pleural Diseases and/or Lung Cancer – two posts
<u>Location:</u>	Glenfield Hospital: University Hospitals of Leicester NHS Trust
<u>Managerially Accountable to:</u>	Head of Service: Dr Charlotte Swales CMG Clinical Director: Mr Rob Davies (Vascular surgeon)
<u>Professionally Accountable to:</u>	Medical Director: Mr Andrew Furlong

ABOUT UHL, OUR VALUES AND BEHAVIOURS

UHL's **purpose** is to deliver "Caring at its best" for all the people who visit Leicester's hospitals, either as patients, the public or as staff. As one of the largest and busiest teaching hospitals, our **vision** is to move from where we are now to where we want to be, locally known as the journey from '**Good to Great**'.

In undertaking this role you are expected at all times to behave in accordance with our **Trust values** which demonstrate your commitment to the delivery of high quality services to patients. This will be in accordance with agreed objectives, targets, quality standards, controls and resource constraints.

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	

Our Quality Commitment, putting safe, high quality patient-centred, efficient care at the centre of everything we do. This is our primary objective. Everything else will

support the delivery of that. Surrounding our Quality Commitment are our four supporting objectives. These



Our People:

We will have the right people with the right skills in the right numbers in order to deliver the most effective care.

Education and Research:

We will deliver high quality, relevant, education and research.

Partnerships and Integration:

We will develop more integrated care in partnership with others.

Key Strategic Enablers:

We will progress our key strategic enablers.

APPOINTMENT

The appointments will be locum for at least 6 months in the first instance. Any Consultant who is unable for personal reasons, to work whole time, will be eligible to be considered for the post. If such a person is appointed, modification of the job content will be discussed on a personal basis in consultation with Consultant colleagues.

BASE

Your normal place of work will be as discussed at interview and will be confirmed in Section 1 of your contract but you may be required to work in other locations of the Trust. In particular, flexibility is required across the three main Hospital sites (Leicester Royal Infirmary, Leicester General Hospital, and Glenfield Hospital). If your initial location is based at one of these sites, excess travel reimbursement will not apply for a permanent/temporary change to base.

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 NHSNet connection.

DUTIES AND RESPONSIBILITIES OF THE POST

The overriding purpose is to support the provision of highest quality patient care through personal actions and continuous improvement.

- To contribute to the Urgent and Emergency provision within Cardio-respiratory Medicine
- To support the academic and clinical strategies of the department
- To support and develop the acute care research portfolio
- To contribute to on call rota for Respiratory Medicine either within the Clinical Decisions Unit or Respiratory Support Unit (current rota 1 in 20 evenings and weekends. Evening shifts are resident 5pm to 8pm and non-resident 8pm to 8am. Weekends are resident 8am to 8pm and non-resident 8pm to 8am).
- To participate in general respiratory service development and business planning in collaboration with the other Consultants in the department, the CMG and local GPs and commissioners within the local CCGs.
- Professional supervision and management of junior medical staff, ANPs and Physicians Associates including the observance of local employment and human resource policies and procedures;
- Responsibilities for carrying out teaching, examination and accreditation duties as required and contributing to undergraduate, postgraduate and continuing medical education activity, locally and nationally.
- In line with GMC Good Medical Practice it is the responsibility of the post-holder to ensure that all duties are carried out to the highest possible standard, and in accordance with current quality initiatives within the area of work.

- The post-holder is expected to respond in a timely fashion to legitimate requests from Trust officers – this might include investigations of incidents or complaints.
- The post-holder is expected to participate in teaching and training of junior staff and other clinical staff groups. The appointee will also have supervision responsibilities for junior medical staff within the specialty. If appropriate the post-holder will be named in the contract of junior staff as the person responsible for overseeing their training and as an initial source of advice to such doctors regarding their careers.
- The post-holder is expected to participate in professional continuing medical education; study leave is provided for this purpose.
- The post-holder will be expected to undertake the Trust Corporate and Directorate specific Induction and competency Programmes appropriate to role.
- The post-holder will be required to maintain their continuing professional development (CPD) to be able to successfully revalidate. As per the Trust requirement the successful candidate will be required to have annual appraisal and attend / keep fully up to date with statutory and mandatory training as stipulated.

KEY TASKS

- Maintenance of the highest clinical standards in the management of patients.
- To share with colleagues responsibility for the day-to-day management of patients.
- To contribute to the provision of services for patients with lung cancer.
- Supervise and train junior medical staff.
- To be involved in appraising and assessing juniors.
- Teaching, research and administration.
- To actively participate in both departmental and Trust matters concerning Clinical Governance and audit.

JOB PLAN

The outlined job plans detailed below for the two posts, are indicative only and will be finalised through discussion with the respective head of service and clinical lead depending following the successful appointment of the candidates.

The job plan will be subject to annual review, with any revisions sought by mutual agreement but it is expected that the successful candidate will work with the CMG management team to ensure that services are delivered efficiently and reflect best practice with processes and governance to match - this may require new and flexible ways of working in the future.

1) Locum Consultant Respiratory Physician with an interest in Pleural Diseases (post 1)

Weekday Clinical Decisions Unit including administration	1.0 DCC
On call evening & weekend CDU/RSU including administration	1.0 DCC
Respiratory Base ward	2.5 DCC
Pleural Clinic	1.0 DCC
Thoracoscopy/EBUS/Bronchoscopy list	1.0 DCC
General Respiratory Clinic	0.5 DCC
Pleural triage/MDT	0.25 DCC
Pleural in-reach/referrals/day-case procedures/support pleural nurses	0.5 DCC
Clinical administration supporting DCC	0.375 DCC
Educational supervision/Undergraduate Teaching	0.5 SPA
Audit/CPD/Appraisal/Revalidation	1.5 SPA
TOTAL	10.125 PA

Locum JOB PLAN on ward (indicative)

	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>
AM	Base ward round	Board round / Pleural clinic	Base ward round	Board round / admin/CDU	Base ward round
PM	General Respiratory Clinic	Bronchoscopy/ Thoracoscopy (0.5PA)/SPA	Pleural service DCC/ Clinical admin/SPA	Undergraduate teaching / ES / admin	SPA

Locum JOB PLAN off ward (indicative)

	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>
AM	Pleural triage/SPA	Bronchoscopy (0.5PA)	CDU/Clinical admin	SPA	Pleural Clinic
PM	General Respiratory clinic	Thoracoscopy (0.5PA)	Pleural service DCC/Clinical admin SPA	Undergraduate teaching / ES / admin	SPA

2) Locum Consultant Respiratory Physician with interest Lung Cancer (post 2)

Weekday Clinical Decisions Unit including administration	1.0 DCC
On call evening & weekend CDU/RSU including administration	1.0 DCC
Respiratory Base ward	2.5 DCC
Lung cancer clinic	1.5 DCC
EBUS/Bronchoscopy list	0.65 DCC

General Respiratory Clinic	0.5 DCC
Clinical administration supporting DCC	0.5 DCC
Lung Cancer MDT/Triage	0.6DCC
Educational supervision/Undergraduate Teaching	0.5 SPA
Audit/CPD/Appraisal/Revalidation	1.5 SPA
TOTAL	10.25 PA

Locum JOB PLAN on ward (indicative)

	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>
AM	Base ward round	Board round	Base ward round	Board round / admin	Base ward round/MDT
PM	Lung cancer/ Gen Resp clinic	Clinical admim	Bronchoscopy	Undergradu ate teaching / ES / admin	SPA

JOB PLAN off ward (indicative)

	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>
AM	Pleural triage	Pleural clinic	CDU	SPA	Lung triage/MDT
PM	Lung cancer/Ge n Resp Clinic	Clinical admin	Bronchoscopy	Undergradu ate teaching / ES / Admin	SPA

- There are current discussions regarding the development of a Respiratory Support Unit (RSU) which may result in changes to the nature of the ward work and weekend cover requirements. These may result in changes to the specific PAs

designated for these areas and would be amended in conjunction with discussion with the individual