



### Job Description

<b>Division:</b>	Medicine
<b>Job Title:</b>	Acute Medicine Consultant
<b>Grade:</b>	Consultant
<b>Location:</b>	University Hospitals of North Midlands NHS Trust
<b>Hours of Duty:</b>	Whole Time (10 PAs)
<b>Managerially accountable to:</b>	Medical Director
<b>Professionally accountable to:</b>	Acute Medicine Clinical Director
<b>Key Relationships:</b>	Consultant Colleagues Clinical Director Directorate Manager Associate Director Divisional Chair

### About Our Trust

University Hospitals of North Midlands NHS Trust is one of the largest and most modern in the country. We serve around three million people and we're highly regarded for our facilities, teaching and research. The Trust has around 1,450 inpatient beds across two sites in Stoke-on-Trent and Stafford. Our 11,000 strong workforce provide emergency treatment, planned operations and medical care from Royal Stoke University Hospital and County Hospital in Stafford.

We are the specialist centre for major trauma for the North Midlands and North Wales. Happy staff make for happy patients, and with the help of both we have put together a wide range of development and support packages aimed at ensuring that everyone. The Trust has the opportunity to fulfil their potential and meet their aspirations as well as the tools to provide great care.

Our mission to provide the very best health care includes recruiting the best people. Our goal is to be a world-class centre of achievement, where patients receive the highest standards of care and the best people come to learn, work and research. The Trust also has a vibrant charity arm, UHNM Charity, which provides funds to enable University Hospitals of North Midlands NHS Trust to purchase state-of-the-art medical equipment and to enhance and improve patient experience and comfort. Many of our staff are passionate about the service they provide and want to be part of something special. You can find out more about how our staff and patients are helping to improve the health, comfort and hospital experience of local people every day at [www.uhnmcharity.org.uk](http://www.uhnmcharity.org.uk).

### Royal Stoke University Hospital

Royal Stoke University Hospital was rebuilt in 2012 as part of a £400m initiative to bring all hospital services in Stoke-on-Trent onto one large campus site. Royal Stoke is a great place to work, learn and research. The hospital campus holds 80% of the Trust's services, including the Major Trauma Centre and Emergency Centre. Royal Stoke receives major trauma patients from as far afield as Anglesey in North Wales and in total serves more than three million people. The A&E sees close to 150,000 people a year, making it one of the busiest departments in the country. Many of UHNMs 450 consultants are based at Royal Stoke, and the main specialist services for the region are located here. These services include the major specialties of Cardiovascular, Neurosciences, Metabolic/GI, Women's & Children's, Musculo-Skeletal Services/Trauma and Oncology. To deliver all these services and the many others we provide the Trust has created major departments to deliver the patient care.

## **County Hospital**

County Hospital is the sister hospital to Royal Stoke University Hospital which has been extensively refurbished into a vibrant modern acute local hospital. The hospital provides a range of acute services across its 180 beds, including:

- Accident and Emergency and Acute Medicine
- Women's Health Centre
- Renal Dialysis
- Bariatric Surgery
- Endoscopy
- MRI diagnostics
- Outpatients

## **Role Summary**

To provide clinical leadership in acute medical patient care developing the interface between Acute and Emergency Medicine. You will be part of a dedicated team of Acute Physicians providing Consultant cover for our dynamic and well supported departments at UHNM.

## **Key Duties:**

- Take on-going responsibility for patients under your care.
- Develop and maintain collaborative relationships with colleagues in other specialties
- Participate in the on-call rota on an equal basis with Consultant colleagues to ensure that appropriate acute medicine services are provided out of normal working hours (NB – dependent on number of Consultants in post).
- Develop and maintain good communications with General Practitioners and appropriate external agencies. This will include providing telephone advice regarding patient management when there is no clear need for admission and facilitating the use of more appropriate services
- Demonstrate a firm involvement in Clinical Governance, Risk Management and Clinical Audit. This will include the development and maintenance of appropriate systems and practices to ensure continued safe clinical practice.
- Ensure own practice is up-to-date. This will involve taking responsibility for own Clinical Professional Development and participating in the Trust's Performance and Annual Review system.
- Share responsibility for data protection arising out of the use of computers.
- Comply with all relevant Trust Policies and Procedures.
- Take responsibility for improving and complying with infection control practices
- Take part in meetings and other activities as agreed with the Clinical Director
- In conjunction with Consultant colleagues, to take responsibility for the best use of directorate staffing and other resources to ensure the maximum efficiency of the directorate
- In conjunction with the Directorate Manager and Consultant colleagues, to take a role in the daily business of the directorate and to develop the service in accordance with the Trust's strategic direction.
- Provide education, training and support for both trainee and non-trainee Acute Medicine medical staff
- To provide cover for the Acute Medical Unit (AMU), Short Stay Unit (SSU), the Ambulatory Emergency Centre (AEC) and the Acute Medical Rapid Assessment (AMRA) service
- In conjunction with Consultant colleagues to provide Clinical Leadership in Acute Medicine when the Consultant is on duty.

- Provision of a senior clinical opinion on patients – for example an urgent medical opinion on critically ill patients at the request of junior medical staff or Nurse Practitioners.
- Speciality triage of patients and safe discharge of patients when appropriate.

The appointee will have formal office space with the relevant IT equipment, along with secretarial support.

Weekly education sessions are timetabled for all senior staff to attend.

### **Department of Acute Medicine - Royal Stoke University Hospital (RSUH)**

You will be part of a dedicated team of Acute Physicians with a budgeted establishment of over 17.50 WTE Consultants, providing Consultant cover for a dynamic and well supported 58 bedded AMU with a projected 12 hour length of stay and a 22 bed Short Stay Unit (SSU). We have established an 11 bed higher monitoring unit (HMU) which is integrated within the AMU and we have ultrasound facilities available.

Through a one million pound investment we opened a state of the art Ambulatory Emergency Centre (AEC) in 2015, which has enhanced and innovated our service further. The AEC treats emergency care patients on the same calendar day that would previously potentially have been admitted to the Trust bed stock. The AEC is a flagship development that has already radically transformed and enhanced our Acute Medicine care model, also significantly increasing the capacity and size of the Acute Medicine Department.

Our Acute Medical Rapid Assessment (AMRA) model opened in October 2018 and has transformed our approach to Consultant delivered acute care. Through early Consultant decision making we have been able to reduce admissions to AMU from the Emergency Department by up to 40% during the hours of 08:00-20:00. The AMRA team in-reach into the ED area and allow early Consultant input into the patient pathway through facilitation of same day emergency care (SDEC) or diversion of the patient into more appropriate pathways. The model is supported by a 14 bed same day discharge unit (AMRAU) which supplements our AEC facility by allowing same day discharge of patients requiring care in side rooms and on trolleys.

The AMU currently admits on average up to 50 patients in a 24 hour period. A minimum of five Consultants provide cover 08:00-17:00, Monday – Friday (weekends and bank holidays: 5 Consultants until 13:00, 3 Consultants until 17:30). A dedicated 'Take' Consultant is present 08:00 – 17:00 with an additional Take Consultant available 13:00-17:00. The dedicated 'Take' team clerks and Consultant reviews all new admissions arriving on AMU during this time period. AMU / Post Take rounds take place on the AMU every morning shared between four Consultants from 08:00 supported by dedicated junior teams including a minimum of three Middle Grade Doctors. Time and resources are allocated to help provide a second patient contact in the afternoon. Post take activity is allocated 15 min per new patient review, as per RCP guidance. 'Rolling' consultant review of new admissions takes place until 22:00 and is supported by one Consultant working an evening shift (20:00 on weekends/bank holidays). The AEC sees around 40-50 non elective patients per day and an additional daily hot clinic takes place in the morning. Two Registrars are present 09:00-17:00; one Registrar and one SHO provide cover until 23:00 with additional cover until 21:30. Dedicated Consultant cover is provided until 22:00. There is also strong junior doctor and Advanced Nurse Practitioner (ANP) support within the Unit.

The AMRA service and 14 bedded AMRA Unit has dedicated Consultant cover 08:00-22:00 7 days per week and is staffed by a minimum of 3 junior doctors.

We benefit from regular in-reach provided by all core medical specialties on a need basis and we have pharmacy presence on AMU and SSU for a minimum of 8 hours a day, 7 days per week. This level of AMU cover provided by a dedicated Consultant body is ahead of the recommended national standard of providing AMU Consultant cover for a minimum of 12 hours per day, 7 days per week. Through this work model, we have consistently achieved a Consultant review time for AMU admissions which is well ahead of the minimum national target of 14 hours for >90% of AMU patients (5 hours on average). Our Consultant cover and rota system have gained national acclaim and showcased by NSH improvement.

The work pattern will include some evening (one evening 1:2 weeks) and weekend work (1:9 weeks) in a shift system with compensatory time off factored into the job plan and robust systems in place facilitating cover for annual leave. All premium time activity is appropriately weighted in the job plan. The job plan includes on call over night from home together with the other core medical specialty departments, currently a 1:49 frequency.

We would be happy to accommodate a candidate with a suitable specialty interest.

There are established pathways in place allowing select patient groups to bypass the acute medicine pathway into dedicated specialty assessment units including primary PCI for STEMI's, and direct renal, neurology and haematology admission units.

We are a popular middle grade training centre within the West Midlands Deanery; 8 Acute Medicine ST3-6 trainees and 10 specialty doctors / Trust grades are attached to our department. We are able to deliver all elements of the Acute Medicine training curriculum, including ICU placements. All specialty training modules and opportunities are available to committed specialty doctors taking up our acclaimed CESR posts and these posts present excellent opportunities for candidates wishing to achieve an AIM and GIM CCT via the Certificate of Eligibility for Specialist Registration (CESR). We also have 16.5 wte FY1 and SHO grades (from 4 different training streams) resident in our department, as well as 16 Trust SHO grades and a growing body of Medical and Advanced Clinical Practitioners (MNP's / ACP's).

The AMU is covered by resident junior staff within hours and by on-call staff based across the Medical Division out of hours. Minimum junior doctor cover on AMU at all times includes two resident middle grade doctor in addition to a second 'roving' SpR covering wards and cross specialty referrals 24/7. A further AMU middle grade is present 09:00-17:00 7 days a week. Minimum AMU cover includes 11 SHO's / FY1's (4 SHO's / FY1's overnight).

Our well performing 22 bed Short Stay Ward is currently covered through a rolling 1:11 'Physician of the Week' system. It is anticipated that the frequency of these duties will in future be adapted to the evolving service needs. Junior cover on weekdays consists of a minimum of three SHO's and of two SHO's during weekends and bank holidays.

### **Resident Junior team:**

14.0 wte Trust Middle Grade / Specialty Doctors (8 person RSUH rota, 2 on rotation to County, Hospital, 1 to ICU, 1 Ambulatory Care fellow)  
8.0 wte ST 3-6 trainees  
5.0 wte CMT  
4.0 wte ACCS  
5.0 wte GPVTS  
1.0 wte FY2  
3.0 wte FY1  
16 Trust SHO grades

### **Substantively Appointed Acute Physicians**

- Dr Tabish Ali, Acute Medicine
- Dr Stephanie Crudden, Acute Medicine
- Dr Zia Din, Acute Medicine – Trust Chief Clinical Information Officer & Deputy Divisional Chair
- Dr Oloruntoba Fayeye, Acute Medicine
- Dr Habib Haider, Acute Medicine
- Dr Raana Haqqee, Acute & Respiratory Medicine
- Dr Elfatih Idris, Acute & Respiratory Medicine
- Dr Muhammad Iqbal, Acute & Respiratory Medicine
- Dr Razi Khan, Acute Medicine
- Dr Sven Lehm, Acute & Respiratory Medicine – Clinical Lead
- Dr Balakrishnar Manivannan, Acute Medicine
- Dr Anil Miriyala, Acute Medicine
- Dr Arjun Mukherjee, Diabetes / Endocrinology & Acute Medicine
- Dr Nick Munyanyi, Acute Medicine – Trust Foundation Programme Director
- Dr Saad Rana, Acute & Stroke Medicine

### **Other Speciality Consultants contributing to Acute Medicine**

- Dr Girish Muddegowda, Acute & Stroke Medicine
- Dr Ramprasad Matsa, Acute & Intensive Care Medicine
- Dr Omar Bani-Saad, Acute & Intensive Care Medicine
- Dr Indira Natarajan, Acute & Stroke Medicine
- Dr Janaka Weerathunga, Acute & Stroke Medicine

### **Department of Acute Medicine - County Hospital**

You will be part of a dedicated team of Acute Physicians with a budgeted establishment of over 6 WTE Consultants, providing Consultant cover for a dynamic and well supported 28 bed AMU and with a projected 48 hours length of stay. County Hospital has an established Ambulatory Emergency Care service which is based on the Medical Receiving Unit (MRU). The innovative MRU hosts hot clinics as well as the Early Discharge Clinics for Acute Medicine.

Whilst the Emergency Department at County Hospital is very active and vibrant, it is not a major trauma centre, and therefore, the majority of the patients with more than “minor” ailments who attend this hospital have medical conditions. A new model of care was introduced in July 2009 as an initiative by the Consultant Physicians. This very successful approach has coincided with markedly improved markers of patient care including mortality reduction and involves active involvement of the consultants in the management of patients soon after admission.

The AMU currently assesses on average 25 to 30 medically referred patients in a 24 hour period. Currently there are 3 Consultants providing shop floor cover to the Unit in the morning, with one Acute Physician providing cover till 19:00 hours joined by an additional Consultant at 17:00 to provide cover till 20:30 hours during the week days. Two Consultants each morning are dedicated to cover the 28 bedded AMU (7 days a week). The additional Consultant covers the new admissions and the MRU. The new admissions are seen with a ‘rolling’ post take ward round. The AMU at County Hospital has a working model which includes a timetabled second patient contact for admissions on the AMU during weekdays.

There are established pathways in place allowing select patient groups to bypass the AMU into dedicated specialty assessment units at the RSUH. The AMU at County Hospital has excellent working relationships with a wide range of specialty services within the Trust, including the Emergency Department, Intensive Care, Cardiology, Respiratory Medicine, Gastroenterology, Orthopaedics and General surgery.

The County AMU is a dynamic and well performing Acute Medicine Department and it is known for its high standards of care. Members of the Acute Medicine Department have a team approach and work closely together. This approach is enhanced by the excellent quality of nursing, advanced nursing, pharmacy and therapy colleagues. Well-developed links with the rest of the Trust have contributed to the Department's achievements and on-going development. There is also a departmental audit programme on a range of topics.

The work pattern will include some evening and weekend work in a shift system with compensatory time off factored into the job plan and robust systems in place facilitating cover for annual leave. All premium time activity is appropriately weighted in the job plan. The job plan will include on-call activity to contribute to shop floor cover between 08:00 and 20:30.

#### **Resident Junior team to cover AMU / MRU and new admissions (weekdays)**

- 1 Acute Medical Registrar
- 1 On-call Medical Registrar
- 2 CMT / GPVTS
- 4 Foundation Year doctors

#### **Advanced Clinical Practitioners based on MRU**

- Mr Michael Weetman
- Mrs Sue Voss
- Ms Claire MacKellar
- Ms Claire Oakley

#### **Substantively Appointed Acute Physicians**

- Dr Harinath Chandreashekar, Acute & Stroke Medicine
- Dr Saleh Hussein, Acute Medicine
- Dr Reggie John, Diabetes / Endocrinology & Acute Medicine
- Dr Raghava Reddy, Diabetes / Endocrinology & Acute Medicine – Clinical Director
- Dr Mahesh Sathiavageswaran, Diabetes / Endocrinology & Acute Medicine

#### **Personal/Professional Development**

- To take every reasonable opportunity to maintain and improve your professional knowledge and competence
- To participate in personal objective setting and review, including the creation of a personal development plan and the Trust's appraisal process.

## **Standards of Behaviour**

**We have four core values and promises we advocate as an organisation.**

### **To work together**

To work as a team helping achieve our goals and support others to make positive changes.

To be appreciative acknowledge and thank people for their efforts and contributions.

To be Inclusive open and honest, welcome people's views and opinions and involve people in decisions that affect them.

### **To have compassion**

To be supportive by being empathetic and reassuring and supporting people when they need it

To be respectful and treat people fairly, with respect and dignity, protect their privacy and help them feel comfortable

To be friendly by being welcoming and approachable. Making eye contact, saying hello and introducing yourself

### **To ensure safety**

We communicate well and explain clearly, share relevant and timely information and keep people updated

We are organised and plan ahead, manage time and be prompt in what we do

We speak up and contribute to ensuring healthy and constructive feedback for all so we can feel safe to challenge inappropriate care and behaviour and promote our values

### **To continuously improve**

By listening and welcoming people's views and ideas, invite people to ask questions and share their opinions and respond to what we hear

By learning and sharing best practice, celebrating good performance and supporting others to use their skills, learn and grow

By taking responsibility and a positive attitude, to act and encourage people to take the initiative and make improvements

## **Health and Safety**

- To take reasonable care for your own Health and Safety and that of any other person who may be affected by your acts or omissions at work
- To co-operate with University Hospitals of North Midlands (NHS) Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to
- To comply and adhere to individual and role specific responsibilities as stated in the Trust Health and Safety Policy (HS01) and all other Health and Safety related policies.

## **Confidentiality**

- To ensure that confidentiality is maintained at all times and that data belonging to the Trust is protected and recorded accurately.

## **Equality and Diversity**

- To promote equality and diversity in your working life ensuring that all the staff you work with feel valued and treated in a fair and equitable manner

## **Infection Prevention**

Infection Prevention is the obligation of every employee both clinical and non-clinical at the University Hospitals North Midlands NHS Trust. Driving down healthcare associated infection is everyone's responsibility and all staff are required to adhere to the Trust's Infection Prevention policy

All staff employed by the UHNM Trust have the following responsibilities:

### **Trust Dress Code**

- Trust approved uniform/dress code must be adhered to
- When in clinical areas **all** staff must be bare below the elbow, without wrist watches, stoned rings, wrist jewellery, false nails, nail polish or plaster casts
- No personal bags to be worn during clinical duties
- **Hand Hygiene**
  - Decontaminate your hands as the per 'The five moments of hand hygiene'
- **Own Practice**
  - Lead by example
  - Encourage and praise good practice
  - Be prepared to accept advice about your own practice
- **Decontamination**
  - Ensure that equipment you have been using or about to use has been decontaminated effectively
  - Ensure that you are aware of the Trust approved cleaning products, and follow a safe system of works
- **Trust Policies**

Ensure that you know and strictly follow relevant Infection Prevention policies for your role and apply standard precautions at all times, which is available in the Infection Prevention Manual on the UHNM intranet

### ***Safeguarding Children, Young People and Adults with care and support needs***

All staff are responsible for ensuring that they are familiar with and adhere to the Trusts Safeguarding Children and Adults policies, procedures and guidelines. All health professionals who come into contact with children, parents, adults with care and support needs and carers in the course of their work have a responsibility to safeguard and promote their welfare as directed by the Children Acts 1989/2004 and the Care Act 2014. Health professionals also have a responsibility even when the health professional does not work directly with a child or adult with care and support needs but may be seeing their parent, carer or other significant adult.

All staff are required to attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to their role

This job description is not intended to be an exhaustive list and may be subject to change from time to time. All documents referred to throughout this Job Description can be found on the Trust's intranet, or alternatively copies can be obtained from the Human Resources Directorate

### **Sustainability**



Sustainability and Corporate Social Responsibility are fundamental to the way the University Hospitals of North Midlands NHS Trust (UHNM) work. The Trust has developed a Sustainable Development Management Plan (SDMP): 'Our 2020 Vision: Our Sustainable Future' with a vision to become the most sustainable NHS Trust by 2020. In order to achieve this, we need the support of all staff. As a member of staff, it is your responsibility to minimise the Trust's environmental impact and to ensure that Trust resources are used efficiently with minimum wastage throughout daily activities. This will include minimising waste production through printing and photocopying less, reducing water waste and when waste is produced, it is your responsibility to segregate all clinical waste correctly and recycle. Switch off lights and equipment when not in use, report all faults and heating / cooling concerns promptly to the Estates Helpdesk and where possible minimise business travel. Where the role includes the ordering and use of supplies or equipment the post holder will consider the environmental impact of purchases.

*SWITCH to a Sustainable UHNM* is a campaign that focuses on the sustainability of the Trust and how we can use resources more effectively to provide better patient care, improve our health and work place. SWITCH is looking to recruit as many Champions as possible to help to bring the campaign to colleagues in their departments / wards and bring SWITCH to life. If you are interested in becoming a SWITCH Champion please contact [switch@uhns.nhs.uk](mailto:switch@uhns.nhs.uk)

## Organisational Chart

Dr Anthony Cadwgan <b>Divisional Chair</b>			
Dr Zia Din <b>Deputy Divisional Chair</b>			
Dr. Raghava Reddy <b>Clinical Director</b>			
Nik Kennelly <b>Directorate Manager</b>	Dr. Sven Lehm <b>Clinical Lead</b>	Alison Jepson <b>Matron (RSUH)</b>	Allison Taylor <b>Matron (County)</b>
Associate Directorate Manager	Acute Medicine Consultants	Acute Medicine Senior Sisters (RSUH)	Acute Medicine Senior Sisters (County)
Business Support Managers	Acute Medicine Middle Grades	Acute Medicine Junior Sisters (RSUH)	Acute Medicine Junior Sisters (County)
Operational Services Managers	Acute Medicine Junior Doctors	Acute Medicine Nursing Team (RSUH)	Acute Medicine Nursing Team (County)

## Person Specification

CRITERIA FOR SELECTION	ESSENTIAL REQUIREMENTS	DESIRABLE ADDITIONAL REQUIREMENTS
<b>Qualifications:</b>	<p>Entry on the GMC Specialist Register in Acute Internal Medicine or General Internal Medicine via one of the following:</p> <p>Certificate of Completion of Training (CCT) (The proposed CCT date must be within 6 months of the interview)</p> <p>Certificate of Eligibility for Specialist Registration (CESR)</p> <p>MRCP (UK) or an equivalent Qualification</p>	<p>MD, PhD or equivalent</p> <p>Specialty Certificate Examination in Acute Internal Medicine</p>
<b>Clinical Experience &amp; Training:</b>	<p>Clinical training and experience equivalent to that required for gaining (UK) CCT in Acute Internal Medicine (AIM) or General Internal Medicine (GIM)</p> <p>Ability to offer expert clinical opinion in a range of problems within both specialties.</p> <p>Ability to take full and independent responsibility for the care of patients.</p>	<p>Critical Care experience</p> <p>Higher training in a dedicated Acute Medicine specialty training scheme.</p>
<b>Professional and Multidisciplinary Team Working:</b>	<p>Thorough and detailed knowledge of medical audit, medical education, current clinical and medical best practice</p> <p>Understanding of the Clinical Governance process</p> <p>Ability to lead, communicate, liaise and negotiate with others</p> <p>Ability to advise on efficient and smooth running of specialist service</p> <p>Ability to motivate, innovate and support staff of all disciplines</p> <p>Ability to organise, and manage outpatient priorities, waiting times / lists</p> <p>Ability to manage and lead clinical team. Competent in basic information technology</p> <p>Ability to supervise, appraise, coach and mentor trainee and other doctors</p>	<p>Further skills in information technology</p>
<b>Academic Achievements, Research, Publications:</b>	<p>Experience of conducting clinical audit.</p> <p>Ability to use the evidence base and clinical audit to support decision-</p>	<p>To have published in peer re-viewed journals.</p>

	<p>making. Ability to understand and apply re- search methodology</p>	
<p><b>Management and Administrative Experience:</b></p>	<p>Ability to organise and prioritise workload effectively. Documented previous contribution to substantial departmental development Ability to plan strategically and to exercise sound judgments when faced with conflicting pressures. Ability to motivate and develop the multi-disciplinary team, balancing departmental and personal objectives.</p>	<p>Good leadership skills Use of Information and Technology Evidence of ability to teach and experience of teaching Higher teaching qualification</p>
<p><b>Personal Attributes:</b></p>	<p>Enthusiasm and the ability to work under pressure. An enquiring and critical approach to work. Caring attitude to patients. Ability to communicate effectively with colleagues, patients, relatives, GPs, nurses and other staff and agencies. Commitment to Continuing Medical Education and Professional Development. Ability and means to travel. Residence within 10 miles of base. To be accessible by telephone for on call duties.</p>	

Day and Session		Activity	Category/Location	Number of Programmed Activities
Monday	AM	AEC 0800-1730 1:4 weeks <b>SPA</b> – (09.00-13.00) <u>alternate weeks</u> educational supervision of 2 junior doctors	AEC/ DCC Office / SPA	0.594 0.500
	PM	AEC 0800-1730 1:4 weeks <b>SPA</b> – (13.00-17.00) <u>alternate weeks</u> governance work: datix handling, mortality reviews	AEC/ DCC Office / SPA	0.500
Tuesday	AM	MORNING OFF	N/A	
	PM	<b>Clinical admin</b> – AMU/AMRA/SSU results - alternate weeks (13.00 – 17:00) <b>Acute Medicine</b> (17:00 – 22:00) <u>alternate weeks</u> – 26 sessions per year)	Office / DCC AMU or AEC or AMRA / DCC	0.500 0.929
Wednesday	AM	<b>Acute Medicine</b> (08:00 – 17.30) <u>1:3 weeks</u> / 17.33 sessions per year <b>Clinical admin</b> – AMU/AMRA/SSU results 1 in 4 weeks	AMU or AMRA / DCC Office / DCC	0.980 0.250
	PM	<b>Clinical admin</b> – AMU/AMRA/SSU results 1 in 4 weeks	Office / DCC	0.250
Thursday	AM	<b>Acute Medicine</b> (08.00 - 17.30) <u>1:3 weeks</u> / 17.33 sessions per year <b>AEC virtual clinic</b> (AEC result processing) 1 in 4 weeks 0900-1300	AMU or AMRA / DCC Office or AEC / DCC	0.980 0.250
	PM	<b>AEC virtual clinic</b> (AEC result processing) 1 in 4 weeks 1300 - 1700	Office / AEC / DCC	0.250
Friday	AM	<b>Acute Medicine</b> (08.00 - 17.30) <u>1:3 weeks</u> / 17.33 sessions per year MORNING OFF DURING NON - CLINICAL WEEKS	AMU or AMRA / DCC	0.980

<b>PM</b>	<b>AFTERNOON OFF DURING NON-CLINICAL WEEKS</b>  Acute Medicine (17:00 – 22:00) 1:9 weeks / 5.77 sessions per year	AMU or AMRA / DCC	0.206
<b>Weekends</b>	<b>Acute Medicine</b> 08.00-20.00 Sat, 0800-1730 Sun - 1 in 9 weeks	AMU or AMRA / DCC	0.985
<b>Other</b>	<b>SPA</b> No specified day – 4 hours per week – Continuous Professional Development (CPD)  SSU Physician of the week Mo-Fri 0800-1600 – 1:14 weeks	Office / SPA  SSU / DCC	1.000  0.885

This advertised job plan is an example, and will be discussed and agreed with the successful candidate. It consists of 10.039 PAs / week, i.e. 8.039 DCC's + 2 SPA's.  
 Although after agreement of the job plan there is scope to extend DCCs (total number of offered PAs will be between 11 – 12 PAs).

## **MAIN TERMS AND CONDITIONS OF SERVICE**

The successful appointee will be employed by the University Hospital of North Midlands NHS Trust, subject to national terms and conditions as per the Consultant Contract 2003 as amended from time to time. Any changes to national terms and conditions determined at a local level are subject to the Trust's collective bargaining arrangements which include the Trust's Local Negotiating Committee for medical staffing issues.

### **Tenure**

The appointment is fixed term for 12 months initially, with the possibility of extension. The notice period is three months on either side. The appointment is subject to the provisions of Schedule 14 of the Terms & Conditions.

### **Salary**

The salary scale is as per the Terms & Conditions of Service as set out in the Consultant Contract 2003. The current scale is £84,559 rising to £114,003. Any agreed extra programmed activities, and on-call requirement will be paid in addition to the basic salary.

Pay progression will be on the anniversary of appointment and is subject to satisfactory participation in annual appraisal, the completion of a job plan review and agreed personal objectives as set out in Schedule 15 of the Terms and Conditions.

Starting salary will be determined according to the terms and conditions as per the Consultant Contract 2003. Where a candidate has service in or outside the NHS which they feels should be taken into account in determining the starting salary, this will be considered following the offer of appointment by the AAC.

### **Annual Leave**

Your annual leave entitlement is as per Schedule 18 of the Terms and Conditions. At least six weeks' notice is required before taking annual leave.

### **Superannuation**

This post is super annuable under the Health Service Superannuation Scheme.

### **Registration**

You will be required to have full and specialist registration with a licence to practise with the GMC and to provide a valid certificate annually.

### **Appraisal and Revalidation**

The Trust has arrangements in place to ensure that all doctors have an annual appraisal with a trained appraiser and are supported through the revalidation process. It is the responsibility of the Clinical Director to ensure that job planning will take place on an annual basis.

### **Conditions of Employment**

The following conditions must be met before the Trust will confirm an offer of employment:

## **Verification of ID and Right to Work**

All employees must provide the Trust with the following documentation to prove their ID and eligibility to work in the UK:

- UK Passport
- UK Birth Certificate (if passport is unavailable)
- National Insurance evidence (P60 / recent payslip / P45)
- EEA (European Economic Area) Passport
- Residence permit issued by the Home Office or UKBA
- Driving Licence (ID card + counterpart)
- 2 addressed bills or statements (Bank / utility bill / phone bill)

Note: if you are a British citizen but do not hold a UK passport then we require a UK Birth Certificate combined with National Insurance evidence

## **Disclosure and Barring Check: Protection of Children & Vulnerable Adults**

In accordance with Safeguarding Vulnerable Groups Act 2006, the Trust is required to seek disclosure of criminal records when considering employing an individual who will be working with children or have regular contact with vulnerable adults. Disclosure will include checks on the information held in the Police National Computer, local Police records and, where appropriate, lists held by the Department of Health and the Department of Education and Employment. Disclosure need not necessarily be a bar to obtaining the position you have applied for.

The information you provide and the Disclosure documents returned by the Disclosure and barring service (DBS) will be available only to those who need them as part of the recruitment process. Disclosure documents will not be retained for longer than six months after the recruitment decision has been made.

## **References**

It is a condition of employment that references are provided which are acceptable to the Trust.

## **Health Screening**

It is a condition of employment that all successful candidates undertake pre-employment screening and are cleared before formal confirmation of the appointment is sent to candidates.

## **Professional Registration**

The successful candidate is required to be registered with the GMC with a licence to practise. Membership of the approved Medical Defence/Protection Society is not a mandatory requirement for the post but is strongly advisable.

### **Applications process**

Formal applications should be made through our website or via NHS Jobs.

If there are any problems / queries please contact the Medical Staffing Department on: 01782 671697 or email [consultantrecruitment@uhn.nhs.uk](mailto:consultantrecruitment@uhn.nhs.uk)

### **Further information and visiting the Trust**

The division welcomes applicants who wish to seek further information or visit. Please contact the following to arrange a visit or for an informal discussion:

Dr. Zia Din – Deputy Divisional Chair Medicine  
01782 674411

Dr. Raghava Reddy – Clinical Director Acute Medicine  
01785 257731 X2195

Dr Sven Lehm – Clinical Lead Acute Medicine  
01782 674411

Signed Employee \_\_\_\_\_ Print \_\_\_\_\_ Date \_\_\_\_\_

Signed Manager \_\_\_\_\_ Print \_\_\_\_\_ Date \_\_\_\_\_