

*Living Well, Caring Well, Working Together*

**CONSULTANT CARDIOLOGIST**  
**Adult Congenital Heart Disease**  
with sub-specialty interest in  
**Cardiac Magnetic Resonance Imaging**

(10 sessions per week)

Job Description

## PART A – THE JOB ITSELF

**Post title:** Consultant Cardiologist – Adult Congenital Heart Disease with sub-specialty interest in Cardiac Magnetic Resonance Imaging (*new post*)

This Consultant post is being advertised as part of the Phase 3 ACHD expansion and the successful candidate will join our 4 ACHD consultants (two WTE and two 0.2 WTE) and the wider multidisciplinary ACHD Team.

This post will offer some flexible Direct Clinical Care and Supporting Professional Activity sessions designed to offer candidates the opportunity to undertake sub-specialty interests. The post is designed for an ACHD Specialist Cardiologist with sub-specialty expertise in Cardiac MRI. Therefore, preference will be given to candidates with experience in ACHD MRI.

**Base location:** University Hospital of Wales (UHW), Cardiff

**Other locations at which duties are performed:** Outreach clinics in South Wales:-

- Cwm Taf Morgannwg UHB (Ysbyty Cwm Rhondda Hospital / Princess of Wales Hospital / Prince Charles Hospital)
- Aneurin Bevan UHB (County Hospital / Ysbyty Ystrad Fawr Hospital)
- Hywel Dda UHB (Withybush General Hospital / Glangwili General Hospital)
- Swansea Bay UHB (Singleton Hospital)

In view of the fact that the Health Board is currently undertaking a review of its services and the locations at which they are undertaken, it is important to be aware that work patterns may change and the place(s) of duties modified.

### **Accountability:**

The post holder will be professionally accountable to the Medical Director and managerially accountable to the Clinical Board Director.

This post sits within the Cardiac Services Directorate which forms part of the Specialist Services Clinical Board.

Clinical Board Director:	Dr Tom Holmes / Mr Mike Stephens
Clinical Board Head of Operations & Delivery:	Mrs Jessica Castle
Clinical Director:	Dr Richard Wheeler
Directorate Manager:	Mr Nick Gidman



## **Names of Senior & Consultant members of the Department**

### Adult Congenital Heart Disease:

Dr H Wallis	Consultant ACHD Cardiologist (Obstetric cardiology / ACHD Clinical Lead)
Dr S Macdonald	Consultant ACHD Cardiologist
Dr D Wilson	Consultant Paediatric Cardiologist (ACHD)
Dr N Masani	Consultant Cardiologist (Echocardiography, ACHD)

### Adult Cardiology

Dr R Wheeler	Consultant Cardiologist (Echo/Nuclear; Clinical Director)
Prof RA Anderson	Consultant Cardiologist (Lead Intervention /Lead TAVI)
Prof T Kinnaird	Consultant Cardiologist (Coronary Intervention)
Dr S Gallagher	Consultant Cardiologist (Coronary Intervention)
Dr V Farooq	Consultant Cardiologist (Coronary Intervention /TAVI)
Prof A Sharp	Consultant Cardiologist (Coronary Intervention /TAVI)
Dr O Aldalati	Consultant Cardiologist (Coronary Intervention/TAVI)
Dr P O'Callaghan	Consultant Cardiologist (Electrophysiology)
Dr F Leong	Consultant Cardiologist (Electrophysiology)
Prof Z Yousef	Consultant Cardiologist (Tertiary heart failure)
Dr M Drury-Smith	Consultant Cardiologist (Heart failure/devices; acute medicine)
Dr J O'Neill	Consultant Cardiologist (Heart failure/devices; acute medicine)
Dr A Zaidi	Consultant Cardiologist (MRI/echo)
Dr R Davies	Consultant Cardiologist (MRI/echo)

### Cardiothoracic Surgery Department

Mr D Mehta	Consultant Cardiac Surgeon (Lead)
Prof Von Oppell	Consultant Cardiac Surgeon
Mr M Rahman	Consultant Cardiac Surgeon
Prof I Deglurkar	Consultant Cardiac Surgeon
Mr M Koutentakis	Consultant Cardiac Surgeon
Mr Al Sarraf	Locum Consultant Cardiac Surgeon
Mrs M Kornaszewska	Consultant Thoracic Surgeon
Mr A Pirnieks	Consultant Thoracic Surgeon
Mr V Valtzoglou	Consultant Thoracic Surgeon
Mr T Combella	Consultant Thoracic Surgeon

## **Summary of other Medical Staff in the Cardiac Services Department**

### Adult Cardiology (University Hospital of Wales, Cardiff)

10 Cardiology Specialist Registrars  
1 ACHD Junior Clinical Fellow  
2 Cardiology Senior Clinical Fellows  
6 Senior House Officers  
1 FP1 trainee



## Cardiff / South Wales Adult Congenital Heart Disease Service

5 Specialist Nurses  
4 ACHD echocardiographers  
2 Specialist Clinical Psychologists

### Adult Cardiothoracic Surgery

2 Specialist Registrars  
4 Associate Specialists  
5 clinical fellows/Trust doctors  
2 National trainees in Cardiothoracic Surgery (ST3-ST8)  
3 junior clinical fellows  
1 F2 trainee  
1 ST1 trainee in Cardiothoracic Surgery

The review of services and the implementation of Government initiatives may result in revision to junior staffing levels and support.

### **Other Relevant Staff**

Ms G Sheppard	Service Manager
Mr L Whitehorn	Assistant Service Manager
Mrs C Phillips	Directorate Lead Nurse
Mrs S Williams	Senior Nurse
Mrs B Oughton	Senior Nurse
Mr M Henson	Service Manager, Cardiac Physiology

### **Secretarial Support and Office Facilities**

The ACHD Dept has a dedicated full time ACHD Service Support Manager and 2 dedicated secretaries

Office accommodation and secretarial support will be provided for the post holder.

## **WORK OF THE DEPARTMENT**

### **Adult Congenital Heart Disease Service**

The South Wales Adult Congenital Heart Disease Service sits within the Cardiothoracic Directorate, under the Specialist Services Clinical Board, at Cardiff and Vale University Local Health Board, and is based in the University Hospital of Wales.

This is a level 2 (non-surgical) Adult Congenital Heart Disease service forming part of the NHS England South West South Wales Congenital Heart Disease Network (SWSWCHD Network).

There are 17 adult and 19 paediatric centres within the SWSWCHD network, covering level 1 (specialist interventional/surgical, in Bristol), level 2 (intermediate tertiary/specialist medical, Cardiff) and level 3 (local centre) services. With a population of over 20,000 patients with congenital heart conditions in the network, centres are delivering over 23,000 outpatient appointments, 450 heart operations and 650 cardiac catheters per annum.

Within Wales the 7 Health Boards are responsible for meeting the health needs of their resident population. Welsh Health Specialised Services Committee (WHSSC) commission a range of specialised and highly specialised services on behalf of the seven Health Boards, to ensure equitable access to safe, effective and sustainable services for the people of Wales. This post is part of the South Wales Adult Congenital Cardiology Service, which provides Level 2 (intermediate tertiary care) to patients with congenital heart disease (CHD) across South and West Wales over 7 hospital sites across 5 health boards. There is a full range of diagnostic services on site, including cardiovascular imaging (echo/MRI/CT), cardiac electrophysiology and cardiac catheterisation for selected cases.

The service is closely linked to paediatric cardiology at UHW and the Southwest Region ACHD service based at the Bristol Heart Institute (BHI) in Bristol, which is the linked Level 1 surgical/intervention centre. The department also liaises closely with other ACHD centres, including the Royal Brompton Hospital and the QE Hospital in Birmingham.

### **Adult Cardiology Service**

The Adult Cardiology service provides a full range of secondary and tertiary care to patients based in South East Wales. There are presently 15 NHS Consultants and an academic team comprising 4 Professors of Cardiology. The Interventional Cardiology service is provided by six NHS Consultants. 4 NHS Cardiologists specialise in echocardiography, cardiac MRI and nuclear imaging. The electrophysiology service is provided by 2 Consultant Electrophysiologists.

Cardiology services at University Hospital of Wales are provided through eight CCU beds, 10 step-down cardiology beds, a 38-bedded routine cardiology ward, a 12-bedded Cardiology Day Case Unit, three cardiac catheterisation laboratories, a dedicated pacing theatre and a dedicated outpatient department. The echocardiography service is provided through seven dedicated rooms and a reporting office.

The University Hospital of Wales is the regional tertiary Arrhythmia centre for South East Wales, servicing a population of 1.3 million. The service performs approximately 250 ablations and over 500 device implants including approx 180 high voltage implants and 100 CRT devices.

In total the department is contracted to see 4,300 new outpatients per year and to treat 3,500 in-patients and 2,300 day cases. The echocardiography service undertakes approximately 14,000 TTE's and 500 TOE's per year.

Cardiac MRI is undertaken in the radiology department at UHW and is supported by 2 imaging consultant cardiologists, along with local consultant radiologists.

Our 6 invasive cardiologists perform approximately 1700 coronary interventions and 2300 diagnostic cardiac catheterisations annually. The full range of standard and advanced coronary interventional procedures is performed. The 3 catheter labs are equipped with pressure wire, rotablation, laser, OCT and intravascular ultrasound. A number of our operators have an interest in CTO PCI. University Hospital Wales is one of the top 3 centres in the UK in terms of volume of transradial procedures. There is an active primary PCI programme with 500 cases performed per annum. The pattern of disease locally is particularly severe and is reflected in 2007 CCAD statistics such as mean number of vessels treated /case (1.33 at UHW vs. 1.22, UK) and number of lesions/case (1.804 at UHW vs. 1.53, UK).

The department also includes a rapidly developing structural portfolio which includes 230 TAVI implants per annum, a recently commissioned MITRACLIP service, PFO closure, right and left heart catheterisation programme and the use of intracardiac echo and procedural imaging.

### **Adult Cardiac Surgery**

The Adult Cardiothoracic Surgical Centre provides a full range of cardiac and thoracic surgical services to South East and Mid Wales. There are presently five Consultant Cardiac Surgeons with the appointment of a 6<sup>th</sup> locum post starting in January 2024. The centre is funded to undertake 803 cardiac operations per year. The cardiac and thoracic surgery service is provided through three dedicated cardiac theatres, a dedicated 14-bedded cardiac combined intensive care and high dependency unit, and a 37-bedded combined cardiothoracic ward. The service was relocated to the University Hospital of Llandough during the COVID 19 pandemic and plan are in place to repatriate the service back to the University Hospital of Wales in July 2024.

### **Developments**

A number of additional developments are currently being implemented or planned within the Health Board:

- Long term plans to develop a new hospital (UHW 2) to replace existing infrastructure.
- Expansion of cardiac catheter lab capacity from 3 to 4 labs.
- Expansion of structural cardiology including TAVI and Mitraclip.
- Re-organisation of cardiac services at UHW.
- Implementation of the recommendations of the National Service Framework for Heart Disease & ongoing National Tertiary Cardiac Services Review, including:
  - Expansion of non-invasive cardiac imaging including nuclear cardiology, cardiac CT and MRI
  - Development of a national network for management of Adults with Congenital Heart Disease (ACHD) – see below for further detail
  - The development of secondary heart failure services at UHW and Llandough Hospitals, including specialist heart failure nurses
  - The expansion of tertiary heart failure services
  - Further expansion of electrophysiology and pacing
  - Expansion in the Clinical Research Programme in collaboration with colleagues in the Wales Heart Research Institute (on the UHW campus).

### **Development of a national network for management of Adults with Congenital Heart Disease (ACHD)**

This post has been developed as part of an expansion of the ACHD service commissioned by the Welsh Health Specialist Services Committee (WHSSC). This service works on a hub and spoke model, with Cardiff and Vale University Health Board acting as the hub with identified links into Bristol and outreaching to each Health Board across South Wales.

This will require additional joint clinics to be provided, and for existing clinics to increase in frequency. The business case will also ensure that historic and phase 1 ACHD clinics are provided with equivalent support.



A final decision on the optimal location of clinics in the other LHBs is yet to be fully agreed. Sessions will be provided to the other Health Boards to ensure input from their Cardiology teams. Interventional and surgical support will be provided from neighbouring centres in England.

The above describes phase 2 development of the ACHD service which was implemented in 2021. Phase 3 supports the recruitment of a 3<sup>rd</sup> ACHD Consultant (this post) which will provide an uplift in ACHD MRI imaging as well as additional ACHD clinic capacity.

The additional staff required under each phase of the plan is summarised below:-

### Phase 1 - Implemented March 2015

Staff	Grade	WTE
ACHD Cardiologist	Consultant	1
Obstetrician	Consultant	24 sessions pa
Obstetric Anaesthetist	Consultant	24 sessions pa
Medical Records support for Cardiac-Obstetric clinics	Various	0.2
Medical Records support for Transition clinic	Various	0.2
LHB Cardiologist with an interest in ACHD	Consultant	24 sessions pa x 4 LHBs
LHB Medical Records support	Various	0.2
Specialist Midwife	Band 7	0.05
Specialist Nurse	Band 7	2
Cardiac Physiologist	Band 7	1.5
Outpatient Clinic Nurse	Band 5	0.7
Service Coordinator	Band 4	0.8

### Phase 2 - Implemented April 2021

Staff	Grade	WTE
ACHD Cardiologist	Consultant	1
ACHD Clinical Fellow (to commence post March 2024)	Fellow	1
Psychologist	Band 8A	0.6
Psychologist	Band 7	0.64
Obstetrician	Consultant	48 Sessions PA
Obstetric Anaesthetist	Consultant	48 Sessions PA
Midwife	Band 6	0.5
Medical Records support for Cardiac-Obstetric clinics	Various	0.2
Specialist Nurse	Band 7	1
Specialist Nurse	Band 6	1.5
Outpatient Clinic Nurse	Band 5	1
Operations Manager	Band 5	1
Service Coordinator	Band 4	1.2
Support Secretary	Band 3	1
LHB Medical Records support	Various	2
LHB Cardiologist with an interest in ACHD	Consultant	216 sessions pa
Cardiac Physiologist	Band 7	2.5

### Phase 3 - In progress

Staff Required	Grade	WTE
ACHD Cardiologist	Consultant	1
Radiologist cardiac MRI sessions	Consultant	0.5
Radiographer	Band 7	1
Radiographer	Band 6	1
Radiographer Assistant	Band 2	1

### MAIN DUTIES AND RESPONSIBILITIES

#### Clinical:

- To provide with Consultant colleagues (as appropriate) a service in the speciality to the hospitals so designated, with responsibility for the prevention, diagnosis and treatment of ACHD and promotion of health. You will be responsible for the care and management of ACHD patients through the cardiology wards at UHW which averages at around 3/5 patients per week.
- It is anticipated that the majority of the post holder's time will be spent in assessing and treating patients with ACHD but the job plan will allow dedicated time for developing a special interest that would complement the work of the department (subject to mutual agreement with the directorate) – the preference is for ACHD MRI supported by other imaging modalities. You will have a dedicated all-day MRI session, scanning and reporting 3/4 scans per week.
- To support the expansion and strengthening of an ACHD clinical network across South and West Wales, including the implementation of Wales and UK standards for the care of patients with ACHD.
- To develop close links with colleagues at the Level 1 centre in Bristol in the diagnostic and treatment planning facilitated through the MDT process. The Network MDT takes place weekly, typically reviewing 20/25 patients. You will have an opportunity to input into the discussion for each patient whilst leading and presenting on patients from the South Wales catchment area which averages at around 5 cases per week.
- To have continuing responsibility for the care of patients in your charge (as appropriate) in liaison with ACHD Consultant colleagues and for the proper functioning of the department in line with the Operational Policy and Strategic Plan (as amended from time to time).
- To be responsible for the professional supervision and management of junior medical staff. If appropriate the post holder will be named in the contracts of junior staff as the person responsible for overseeing their training and as an initial source of advice to such doctors regarding their careers.
- To participate in continuing medical education in ways which are acceptable to the Chief Executive and as part of the department's co-ordinated professional development programme. The UHB supports the requirements for continuing professional development and is committed to providing time and financial support for these activities in line with the UHB Policy.



- To participate in and contribute to Clinical Audit in line with the Health Board's policy on the implementation of Clinical Governance.
- Domiciliary consultations (as appropriate) to Cardiff and Vale of Glamorgan residents in accordance with the Health Board Policy.
- The successful candidate may choose to participate in the on-call rota for acute general cardiology at University Hospital of Wales or support the ACHD Network on-call service in Bristol.
- Any other duties with other agencies that have been agreed with the employing Health Board.

### **Teaching:**

- To be responsible for carrying out teaching, examination and accreditation duties as required and for contributing to and participating in postgraduate and continuing medical education activity and audit activities, locally and nationally.
- All Consultants teach and train at all levels of undergraduate and postgraduate education. There is a very active postgraduate training department, which organises medical and dental education led by the Dean of Postgraduate Medical & Dental Education.
- It is anticipated that an Honorary Clinical Teacher appointment will be offered to the successful candidate by Cardiff University as applicable.

### **Research:**

- Consultants are encouraged to participate fully in current research projects and to initiate projects of their own. Excellent research facilities are available on site in the Wales Heart Research Institute. The post holder will be invited to develop collaborative links appropriate to his or her research interests.

### **Management:**

- To co-operate with local management in the efficient running of services and expected to share with consultant colleagues in the medical contribution to management within your supporting professional activities. In addition, it should be noted that a system of Clinical Directorship is in operation and close liaison with appropriate colleagues will be required.
- To work within the financial and other restraints decided upon by the Health Board. Additional expenses of any kind will not be committed without the approval of the appropriate manager/budget holder. All changes in clinical practice, workload or development requiring additional resources must have prior agreement with the Health Board.
- Subject to the Terms and Conditions of Service you will be expected to observe policies and procedures of the Health Board, drawn up in consultation with the profession where they involve clinical matters.

- To pursue local and national employment and personnel policies and procedures in the management of employees of the Health Board.
- To ensure that arrangements are in place for adequate medical staff to be available in relation to the treatment and care of patients.
- To conform to best management practice in respect of patient activity and waiting lists.

## **PROVISIONAL WORK PROGRAMME**

(as required under paragraph 30A of the Terms and Conditions of Service)

**PROPOSED WEEKLY TIMETABLE OF PROGRAMMED DUTIES** (i.e. regular scheduled NHS activities in accordance with the criteria detailed under the Amendment of the National Consultant Contract in Wales). The duties described here are provisional and will be the subject of annual review and will form a composite part of the JOB PLAN which will be agreed between the post holder and the Chief Executive or a nominated deputy.

This post is designed to be flexible and complementary, ensuring cross cover with the two established ACHD Consultant posts, MDT working (with specialist nurses, echocardiographers, and the service support team) and mutual support. There is scope for ongoing development and additional duties, based on further discussion and mutual agreement.

		<b>Sessions</b>	<b>Hospital / Location</b>	<b>Type of work</b>
<b>Monday</b>	AM	1 DCC	Virtual	Joint Bristol JCC / MDT
	PM	1 DCC	University Hospital of Wales	Patient-related admin
<b>Tuesday</b>	AM	1 DCC	University Hospital of Wales	Cardiac MRI
	PM	1 DCC	University Hospital of Wales	Cardiac MRI
<b>Wednesday</b>	AM	1 DCC	University Hospital of Wales	Ward work / Local MDT
	PM	1 DCC	University Hospital of Wales	ACHD clinic (2-6 new to follow-up ratio)
<b>Thursday</b>	AM	1 SPA	University Hospital of Wales	Supporting professional activities
	PM	1 SPA	University Hospital of Wales	Supporting professional activities
<b>Friday</b>	AM	1 DCC	Rolling program	ACHD outreach clinic (1-5 new to follow-up ratio) / patient-related admin alternating weeks
	PM	1 DCC	Rolling program	ACHD outreach clinic (1-5 new to follow-up ratio) / patient-related admin alternating weeks



## Notes:

This example job plan is subject to change in terms of days allocated to outreach clinics and specialty sessions. These sessions may be based at UHW or other hospitals, based on appropriate discussion and agreement. Travel time will be considered as part of the job planning process, particularly for attending satellite clinics.

1½ sessions will be allocated within the job plan for Core Supporting Professional Activities. Additional SPA time will be arranged by mutual agreement between the Consultant appointee and Directorate where additional SPA time / activity can be identified and evidenced in specific SPA roles. The notional split of DCC/SPA time will be subject to Job Plan Review and agreement. If sufficient outcomes from SPA time cannot be evidenced, SPA sessions may be reallocated to DCC sessions by agreement. A full session is normally 3¾ hours duration.

Mentoring arrangements are available in the Directorate and a senior clinician within University Hospital of Wales may be provided to the successful candidate; arrangements will also be made to provide support from another ACHD specialist. The UHB also runs a Corporate Consultant Induction Programme for new Consultant appointees.

### Direct clinical care (DCC) covers:-

- Emergency duties (including emergency work carried out during or arising from on-call)
- Operating sessions including pre and post-operative care
- Ward rounds
- Outpatient clinics
- Clinical diagnostic work
- Other patient treatment
- Public health duties
- Multi-disciplinary meetings about direct patient care
- Administration directly related to patient care e.g. referrals, notes etc.

### Supporting professional activities (SPA) covers:-

- Training
- Continuing professional development
- Teaching
- Audit
- Job planning
- Appraisal
- Research
- Clinical management
- Local clinical governance activities

Priority is given to Core Professional Activities and Clinical Lead roles (management and training).



## **Date when Post is Vacant**

New post available immediately.

## **CONTACT DETAILS FOR ENQUIRIES**

Candidates who may wish to see the Department(s) involved are invited to contact:-

Dr Richard Wheeler, Clinical Director  
E-mail: [Richard.Wheeler@wales.nhs.uk](mailto:Richard.Wheeler@wales.nhs.uk)

Dr Helen Wallis, Consultant ACHD Cardiologist / ACHD Clinical Lead  
E-mail: [Helen.Wallis3@wales.nhs.uk](mailto:Helen.Wallis3@wales.nhs.uk)

Dr Simon Macdonald, Consultant ACHD Cardiologist  
E-mail: [Simon.Macdonald@wales.nhs.uk](mailto:Simon.Macdonald@wales.nhs.uk)

Shortlisted candidates are also encouraged to contact :-

Dr Nav Masani, Consultant Cardiologist (Imaging) & Adult Congenital Cardiologist  
E-mail: [Navroz.Masani@wales.nhs.uk](mailto:Navroz.Masani@wales.nhs.uk)

Dr Dirk Wilson, Consultant Paediatric & Adult Congenital Cardiologist  
E-mail: [Dirk.Wilson@wales.nhs.uk](mailto:Dirk.Wilson@wales.nhs.uk)

Dr Tom Holmes, Clinical Board Director for Specialist Services  
E-mail: [Thomas.Holmes2@wales.nhs.uk](mailto:Thomas.Holmes2@wales.nhs.uk)

and any other senior official deemed appropriate.

**CON1446-Cardiology ACHD**



## PERSON SPECIFICATION

Criteria	Essential	Desirable	Measured by
Qualifications	<ul style="list-style-type: none"> <li>Full GMC registration with a licence to practise</li> <li>On Specialist Register for specialty / Specialty Registrar with CCT / CESR (Combined Programme) due within 6 months of interview date</li> <li>MRCP or equivalent (overseas equivalence to be assessed in any individual case)</li> <li>Training in ACHD or equivalent clinical experience</li> </ul>	<ul style="list-style-type: none"> <li>Higher Degree (MD, PhD or equivalent)</li> </ul>	Application and pre-employment checks
Experience	<ul style="list-style-type: none"> <li>Appropriate experience in the practice of clinical cardiology / ACHD cardiology</li> <li>ACHD MRI Level 2 accreditation</li> </ul>	<ul style="list-style-type: none"> <li>Advanced echo and/or CT</li> <li>Experience in the management of pregnancy in women with CHD</li> </ul>	Application & interview
Skills	<ul style="list-style-type: none"> <li>Evidence of effective team and multidisciplinary working</li> <li>Recognised ability as a clinical cardiologist</li> <li>Effective and demonstrable communication skills in written and spoken English adequate to enable effective communication about medical topics with patients and colleagues</li> <li>Effective IT (computer) skills</li> <li>Self-motivated and flexible approach to work</li> <li>Values aligned to those of the Health Board</li> </ul>		Application & interview
Clinical Governance	<ul style="list-style-type: none"> <li>Evidence of participation in clinical audit and understanding role of audit in improving medical practice</li> <li>Understanding of clinical risk management and clinical governance</li> <li>Evidence of proactive engagement with appraisal and revalidation</li> </ul>		Application & interview



Criteria	Essential	Desirable	Measured by
Research	<ul style="list-style-type: none"><li>• Evidence of active research interests</li><li>• Ability to critically appraise research</li></ul>	<ul style="list-style-type: none"><li>• Evidence of initiating, progressing and concluding research projects with publication</li></ul>	Application & interview
Teaching	<ul style="list-style-type: none"><li>• Evidence of teaching medical students and junior doctors</li></ul>	<ul style="list-style-type: none"><li>• Organisation of (undergraduate and / or postgraduate) teaching programmes</li></ul>	Application & interview
Management	<ul style="list-style-type: none"><li>• Commitment to participating in and understanding of the management process</li><li>• Evidence of effective leadership skills</li><li>• Commitment to work as a member of a team to develop the service</li></ul>	<ul style="list-style-type: none"><li>• Evidence of management training</li></ul>	Application & interview
Other requirements	<ul style="list-style-type: none"><li>• Satisfactory immigration / right to work status</li><li>• Satisfactory Occupational Health clearance</li><li>• Satisfactory Disclosure (DBS) check or equivalent</li><li>• Travel to other locations to fulfil requirements of the job plan</li></ul>		Application and pre-employment checks



## PART B – THE HEALTH BOARD AND ITS VALUES

Cardiff and Vale University Health Board was established in October 2009 and is one of the largest NHS organisations in the UK. We have a responsibility for the promotion of health and well-being of around 475,000 people living in Cardiff and the Vale of Glamorgan, the provision of local primary care services, running of health centres, community health teams, hospitals – providing treatment and care when health and well-being isn't the best it could be.

We are increasingly focusing the planning and delivery of our care based on neighbourhoods and localities to help ensure people receive care as close to home as possible where it is safe and effective to do so. We also provide specialist services for people across South Wales and in some cases the whole of Wales.

The Health Board also serves a wider population of 2.5 million people across South and Mid Wales and manages a number of services of a regional and sub-regional nature namely cardiology, cardiac surgery, PICU, neurology, neurosurgery, medical genetics, bone marrow transplantation, renal transplant and toxicology. On-site services include 24/7 PCI, stroke thrombolysis, ophthalmology, maxillo-facial, trauma, general medicine, general surgery, urology and paediatrics. From September 2020, University Hospital of Wales was designated as the first Major Trauma Centre to launch in Wales. In 2022-23, the Health Board's total turnover was £1.86 billion and it employs over 16,000 staff.

Phase II of the Children's Hospital for Wales was completed in 2015 and has seen re-development and consolidation of all paediatric specialities into a dedicated Children's hospital with five theatres, PICU, Medical and Surgical Wards OPD, Radiology and an admission and assessment unit.

We are also a teaching Health Board with close links to Cardiff University which boasts a high-profile teaching, research and development role within the UK and abroad; and enjoy strengthened links with the University of South Wales and Cardiff Metropolitan University. Together, we are training the next generation of clinical professionals.

### Living Well, Caring Well, Working Together

Cardiff and Vale University Health Board has an important job to do. We all want to do this to the best of our abilities – but we know that good intentions are not always enough.

At Cardiff and Vale University Health Board our values and example behaviours are:

<b>We care about the people we serve and the people we work with</b>	Treat people as you would like to be treated and always with <b>compassion</b>
<b>We trust and respect one another</b>	Look for <b>feedback</b> from others on how you are doing and strive for <b>better</b> ways of doing things
<b>We take personal responsibility</b>	Be <b>enthusiastic</b> and take responsibility for what you do.
<b>We treat people with kindness</b>	<b>Thank</b> people, celebrate success and when things go wrong ask 'what can I learn'?
<b>We act with integrity</b>	Never let structures get in the way of doing the <b>right thing</b> .

Our values guide the way we work and the way we behave with others. Post holders will be expected at all times to behave in accordance with our values demonstrating commitment to the delivery of high-quality services to patients. These can also be closely aligned with the principles of 'Good Medical Practice' standards as published by the General Medical Council.

The Health Board is committed to ensuring that the staff they employ have values and behaviours which are aligned with those of the organisation, thereby ensuring that appointees will be able to make an ongoing contribution to the positive culture of the organisation and meet the required standards of behaviour to patients, carers and the public and to one another.

As part of the UHB's commitment to Values Based Recruitment, interview candidates can expect to be asked questions which encourage them to talk about themselves and provide insight into their personal values and behaviours.

### NHS Wales Core Principles

The NHS is about people, working with people, to care for people. NHS Wales values all its staff – from Wales, the UK, EU and non-EU foreign nationals. As part of NHS Wales' ongoing commitment to strengthen the values and behaviours of Health Boards and Trusts, the following Core Principles have been developed which further help staff respond better to the demands for its services:-

- ✓ We put our patients and users of our services first
- ✓ We seek to improve our care
- ✓ We focus on wellbeing and prevention
- ✓ We reflect on our experiences and learn
- ✓ We work in partnership and as a team
- ✓ We value all who work for the NHS

These Core Principles describe how everyone within NHS Wales is expected to behave and help us all to achieve the highest quality in everything we do.

## The Cardiff and Vale UHB Structure

Chief Executive: Suzanne Rankin

Executive Medical Director & Responsible Officer: Professor Meriel Jenney  
Deputy Medical Director: Dr Richard Skone

Medical & Dental services are delivered via 7 main Clinical Boards and the All Wales Medical Genomics Service as listed below:

Medicine	Surgery
Specialist Services	Clinical Diagnostics & Therapeutics
Children & Women's Services	Primary, Community & Intermediate Care
Mental Health	All Wales Medical Genomics Service

***Cardiff and Vale University Health Board - A Great Place to Work and Learn***





## **PART C – SUPPORTING INFORMATION**

### **REVIEW OF THIS JOB DESCRIPTION IN RELATION TO JOB PLANS**

This job description will form a composite part of a Job Plan which will include your main duties, responsibilities and expected outcomes. The Job Plan will be agreed on an annual basis between you and your Clinical Director and confirmed by the Clinical Board Director. In cases where it is not possible to agree a Job Plan, either initially or at an annual review, the appeal mechanism will be as laid out in the Amendment of the National Contract in Wales.

Annual job plan reviews will also be supported by the Consultant appraisal system which reviews a Consultant's work and performance and identifies development needs as subsequently reflected in a personal development plan.

### **MAIN CONDITIONS OF SERVICE**

- This post is covered by the terms and conditions of service, including pay and leave entitlement, which apply to medical and dental staff employed in Wales as amended from time to time. Details of these may be obtained from the Medical Workforce Department.
- The post is pensionable unless the appointee opts out of the scheme or is ineligible to join. Remuneration will be subject to deduction of pension contributions in accordance with the Department of Health regulations.
- Candidates unable for personal reasons to work full-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 and the Medical Director.
- The salary applicable is on the Consultant pay scale (Wales) and will be specified in the contract. Consultants in Wales paid on one of the first three points of the substantive Consultant pay scale also receive a Wales recruitment incentive payment.
- The Consultant appointed will be required to live in a location which is within reasonable travelling time from the place of work as agreed with the Clinical Director.
- The post holder is required to travel as necessary between hospitals / clinics. A planned and cost-effective approach is expected.
- The post holder is required to comply with the appropriate Health and Safety Policies as may be in force including commitment to an effective risk management process. As part of this, all staff are required to adhere to the Health Board's Infection Prevention & Control policies and procedures to make every effort to maintain high standards of infection control at all times thereby reducing the burden of Healthcare Associated Infections including MRSA. The post holder is therefore required to attend mandatory infection control training provided for them by the Health Board and to take active steps to prevent and reduce hospital acquired infections.



- Reimbursement of removal and associated expenses will only be offered in exceptional circumstances following consideration and agreement by the Medical Director and in accordance with the criteria as laid out in the Health Board Policy.
- The Consultant will be required to maintain their private residence in contact with the public telephone service.
- There must be no conflict of interest between NHS work and private work. All Consultants undertaking private practice must therefore demonstrate that they are fulfilling their NHS commitments.
- You must provide us with evidence which is acceptable to the Occupational Health Department, that you are not a carrier of Hepatitis B. This would normally be a pathology report from a laboratory in the UK or alternatively a report from another NHS Occupational Health Department within the UK. It will not be possible to confirm this appointment unless this condition is met. Before starting work you may therefore need to attend the Occupational Health Department for assessment. If this is not possible, then you must attend on the day you start work.
- The Health Board will require the successful candidate to have and maintain full registration with a licence to practise with the General Medical Council and to abide by professional codes of conduct.
- As you will only be indemnified for duties undertaken on behalf of the Cardiff and Vale University Health Board, you are strongly advised to ensure that you have appropriate Professional Defence Organisation Cover for duties outside the scope of the Health Board, and for private activity within the Health Board.
- The Consultant appointed will be required to possess an appropriate Certificate of Completion of Training / Certificate Confirming Eligibility for Specialist Registration.
- So far as is practicable the Consultant appointed will be expected to provide cover for annual and study leave of Consultant colleagues.
- When first appointed, the Health Board has discretion to fix the starting salary at any of the two next incremental points above the minimum of the scale by reasons of special experience, service in HM Forces or in a developing country, and qualifications.
- Under the provisions of the General Data Protection Regulation (GDPR), it is the responsibility of each member of staff to ensure that all personal data (information that is capable of identifying a living individual) relating to patients, staff and others to which they have access to in the course of employment is regarded as strictly confidential. Staff must refer to the Health Board's Data Protection Policy (available via the Health Board intranet) regarding their responsibilities.

- **Appraisal / Revalidation**

All licensed doctors / dentists who are registered with the General Medical Council are required to 'revalidate' every five years in order to maintain their licence to practise. To inform this process, it is important that GMC licensed doctors / dentists participate in the UHB's annual appraisal reviews which are based on the General Medical Council's 'Good Medical Practice' principles and include a Patient and Peer Multi-Source Feedback process. The post holder will be expected to use the Medical Appraisal & Revalidation System (MARS).

- **The Ionising Radiation (Medical Exposure) Regulations 2017**

The Ionising Radiation (Medical Exposure) Regulations 2017 impose a legal responsibility on Health Boards for all staff who refer patients for medical radiation exposures such as diagnostic x-rays to supply sufficient data to enable those considering the request to decide whether the procedure is justified.

- **Disclosure of Criminal Background of Those with Access to Patients**

It is the policy of the Health Board that in accordance with the appropriate legislation, pre-employment Disclosure Checks are undertaken on all newly appointed Doctors and Dentists. The Disclosure & Barring Service is authorised to disclose in confidence to the Health Board details of any criminal record including unspent and spent convictions, cautions, reprimands and final warnings. Applicants being considered for this post must provide this information on the application form before they can be considered. Any information disclosed will be treated in the strictest confidence and all circumstances will be considered before any decision is reached. The successful applicant will be required to complete a DBS Disclosure Check application form and to provide the appropriate documentation. Applicants should be aware that a refusal to comply with this procedure may prevent further consideration for the post.

- **Equality and Diversity**

All staff have a personal responsibility under the Equality Act 2010 to ensure they do not discriminate, harass, or bully or contribute to the discrimination, harassment or bullying of any colleague(s) or visitors or condone discrimination or bullying because of someone's 'protected characteristics'. These protected characteristics are: age, religion, sexual orientation, belief or non-belief, sex, disability, race, gender identity, pregnancy and maternity, marriage and civil partnerships. The line manager and post holder will be responsible for promoting diversity and equity of opportunity across all areas of your work. This applies to service delivery as an employee and for anyone who you may be working with, whether they are patients, family/carer, visitors or colleague. You will be made aware of your responsibilities to uphold organisational policies and principles on the promotion of equality valuing diversity and respecting people's human rights as part of your everyday practice.

- **Dignity at Work**

The UHB condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the UHB Disciplinary Policy.





- **Welsh Language**

All employees must perform their duties in strict compliance with the requirements of the current UHB Welsh Language Scheme and take every opportunity to promote the Welsh language in their dealings with the public. The UHB also encourages employees to use their available Welsh language skills.

- **No Smoking**

To give all patients, visitors and staff the best chance to be healthy, all UHB sites including buildings and grounds are smoke-free. Staff are encouraged to promote and actively support our No Smoking Policy. Advice and support on quitting smoking is available for all staff and patients.

## **GENERAL INFORMATION FOR APPLICANTS**

- Applicants who are related to any member or senior office holder of the Cardiff and Vale University Health Board should clearly indicate in their application the name of the member or officer to whom related, and indicate the nature of the relationship. A candidate deliberately concealing such a relationship would be disqualified.
- Candidates are asked to note that canvassing of any member of the Advisory Appointments Committee or the Employing Health Board will disqualify them. This should, however, not deter candidates from approaching any person for further information about the post.
- Any offer of appointment will be subject to the receipt of three satisfactory references. Note that applicants who are already in a substantive Consultant / Honorary Consultant post or in a Locum Consultant post for more than 12 months will be required to provide the details of their current / most recent Medical Director (or equivalent) as an additional referee.
- The nature of the work of this post is exempt from the provisions of Section 4 (2) of the Rehabilitation of the Offenders Act 1974 (Exemption Order 1975). Applicants are, therefore, not entitled to withhold information about convictions under the Act and, in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Health Board. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the Order applies.
- Travelling expenses will be reimbursed for only one pre-interview visit, and only then to those candidates selected for interview. Shortlisted candidates who visit the District on a second occasion, say on the evening prior to interview, or at the specific request of management, will be granted travel and appropriate subsistence expenses on that occasion also. In the case of candidates travelling from abroad, travelling expenses are payable only from the point of entry to the United Kingdom. Reimbursement of expenses shall not be made to a candidate who withdraws their application or refuses an offer of an appointment.

For further information about our Health Board and its surrounding area, please refer to the '[Welcome to Cardiff and University Health Board](#)' document.