

# Consultant in Acute Medicine

**Principal location:** Ealing

**Division:** Urgent & Emergency Medicine

**Contract:** Fixed term – 12 months

**Hours:** Full time

**Intensity category:** Category A

**On-call availability supplement:** 3%

**Responsible to:** Ealing Site Acute Medicine Lead

**Reporting to:** Clinical Director

**Tenure:** Fixed term -12 months

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## It's a great time to join #TeamLNWH

You'll work in a multi-professional team of doctors, nurses, and allied health professionals, supported by dedicated admin and non-clinical colleagues. Together, you'll make sure your patients receive the care they urgently need.

Depending on the outcome, your patients will move to a medical speciality ward for onward care, or you'll help them safely return home.

Whether they're admitted for further care and treatment or discharged home, you'll work with hospital and social care colleagues to make sure your patients get the right care, no matter where they're heading.

## You'll get so much experience

You will be working in AMU and SDEC at Ealing. Together with ED and our same day emergency care (SDEC) service, you'll play an essential part in our emergency front door.



[Watch our video to find out what it's like to work with #TeamLNWH](#)

Most patients will stay on AMU for no longer than 72 hours, so you could see up to 1,000 north west Londoners a year. That means you'll get plenty of experience caring for a hugely diverse population with an incredibly varied caseload.

Along with that experience, you'll get all the support you need to develop your skills with both on the job learning and formal training.

And because we're a large, multi-site acute healthcare provider, there are plenty of opportunities to take your career in the direction you want.

**Your new teammates can't wait to meet you.**

## About us

**We are #TeamLNWH, and we care for the people of north west London and beyond.**

Our 9,000 strong team look after a wonderfully diverse population of more than 1 million people in north west London and beyond from our three hospitals:

- Northwick Park in Harrow
- Central Middlesex in Brent (also home to the nationally renowned St. Mark's, our centre of excellence for bowel cancer)
- Ealing Hospital in Ealing

This year is an exciting time for #TeamLNWH, with major building projects that will help us improve the way we care for our communities:

- at Northwick Park Hospital, we're building 5GG
- at Central Middlesex Hospital, we're developing an innovative elective orthopaedic centre
- and at Ealing Hospital, we're establishing a brand-new diagnostic centre, which aims to increase GP access to imaging in the area

These projects are a result of partnership working with [North West London ICS](#) and our collaboration with our [local acute partners](#).

# Our vision and values

Our vision is quality at our HEART

## Quality...

**Delivering quality means consistently meeting requirements and exceeding expectations.**

We strive to deliver quality in everything we do – from the clinical care we provide to the employment we offer to the support services and systems that underpin our care.

And in delivering high-quality clinical care, we mean services that are safe, effective, offer a good patient experience, are timely, equitable, and sustainable.

## ...at our HEART

**By placing quality at our heart, everything we do as an organisation should further our ability to deliver quality.**

This includes the people we hire, the skills our employees develop, the behaviours we celebrate, how we think and act, the investments we make, our systems and processes, and our organisational values.

Our vision also encompasses our **HEART** values, which were shaped and developed in 2017 by more than 2,500 employees as well as many patients. The values describe how we interact with each other and our patients and underpin everything we do and say to achieve our vision:

- ♥ **Honesty:** we're truthful, we're open, and we speak up
- ♥ **Equity:** we're kind and caring, we act with fairness, and we're understanding
- ♥ **Accountability:** we're professional, we strive for excellence, and we improve
- ♥ **Respect:** we're attentive and helpful, we're appreciative, and we act with empathy
- ♥ **Teamwork:** we involve others, we support our colleagues, and we set clear goals.

You can read more about our vision, values and objectives at [lnwh.nhs.uk/OWF](https://lnwh.nhs.uk/OWF).

# Our objectives

Our objectives set out how we plan to realise our vision. They offer our employees, partners and our communities clarity about what we will do.

- We will provide high-quality, timely and equitable care in a sustainable way
- We will be a high-quality employer where all our people feel they belong and are empowered to provide excellent services and grow their careers
- We will base our care on high-quality, responsive, and seamless non-clinical and administrative services
- We will build high-quality, trusted ways of working with our local people and partners so that together we can improve the health of our communities

You can read more about our vision, values and objectives at [lwh.nhs.uk/OWF](https://lwh.nhs.uk/OWF)

# Trust and divisional management

Read our executive and non-executive biographies at [lnwh.nhs.uk/our-trust-board](http://lnwh.nhs.uk/our-trust-board).

## Trust board

### The Trust Board Chair and Chief Executive

- Matthew Swindells, Joint Chair, north west London acute hospitals
- Pippa Nightingale, Chief Executive Officer

### Executive directors

- Simon Crawford, Deputy Chief Executive
- Dr Jon Baker, Chief Medical Officer
- Lisa Knight MBE, Chief Nurse
- Jonathan Reid, Chief Financial Officer
- Tracey Connage, Chief People Officer
- James Walters, Chief Operating Officer
- David Searle, Director of Corporate Affairs

### Non-executive directors

- Janet Rubin, Vice Chair
- Bob Alexander
- Dr Vineta Bhalla
- Professor Desmond Johnston
- Ajay Mehta
- Dr Syed Mohinuddin
- Simon Morris MBE
- David Moss
- Sim Scavazza

## Divisional medical directors

- Dr Miriam Harris, Ealing Site
- Dr Henry Penn, Integrated Medicine
- Dr Lauren Fraser, Emergency and Ambulatory Care
- Dr Scott Rice, Integrated Clinical Services
- Mr Matthew Bartlett, Surgery
- Dr Nitu Sengupta, Women's and Children's
- Professor Omar Faiz, St Mark's
- Miss Carolynne Vaizey, St Mark's

# Training and education

## Training and education at Northwick Park Hospital and Central Middlesex Hospital

We house a large postgraduate education department with offices on all three sites and deanery-funded postgraduate educational fellows. The department oversees the training of approximately 514 doctors in postgraduate training and 200 educational and clinical supervisors. We provide pre-registration nurse training in conjunction with University of West London, with 100 students benefiting from the wide range of clinical experience which is available: both for qualification and registration.

We have established an extensive programme of post registration speciality-based nurse training to enhance patient care and service delivery.

The main facilities available for running courses within the campus are based in our medical education centre which is situated immediately above the John Squire Medical Library. The John Squire Medical Library is the north west reference library for the National Library Association, The medical education centre houses the postgraduate education office, six seminar rooms, and Himsworth Hall which can be used when registrants total 100-300.

In addition, The Jonathan Levi Lecture Theatre is situated at the centre of the hospital. This lecture theatre is used for the weekly hospital grand rounds and can accommodate approximately 100 attendees.

## Training and education at Ealing Hospital

Ealing Hospital has close academic and service links with Imperial College Healthcare NHS Trust. these include specialist registrar rotations in medicine and surgery, which are co-ordinated through the London Deanery. Many consultants have joint appointments or academic sessions at Imperial College Healthcare NHS Trust.

Ealing Hospital is an associated university hospital of the University of London and has students from Imperial College London School of Medicine on attachments in medicine, surgery, paediatrics, obstetrics and gynaecology, anaesthetics, A&E and other departments. The value of medical training is well recognised, and consultants devote appreciable time and effort to teaching junior staff and medical students.



There is an active postgraduate education department with many weekly meetings in the various specialties and a general weekly lunchtime grand round for medical staff from all departments. The postgraduate centre has undergone extensive improvements in recent years with a large lecture theatre, several seminar rooms and a well-equipped library and literature search facility. The postgraduate library is a multi-disciplinary facility providing state of the art information access on all medical issues, computer facilities with Internet access, and a clinical video library. Ealing Hospital also takes postgraduate students from the University of Buckingham and has several academic appointments at professorial level in medicine.

## Research and development

The creation of LNWH has enhanced our R&D programme which is resulting in improvements in patient care. In 2020-2021 (Feb2021YTD) we successfully recruited over 7,000 patients into NIHR portfolio adopted studies, of which 2,282 patients were recruited into national priority urgent public health studies, 6,344 patients were recruited into observational based studies and 827 into interventional trials. We are fortunate to support over 40 consultants active in research projects (2020/2021). We have an extensive research portfolio which is assessed [against national guidelines](#)<sup>1</sup>. In 2019-2020 we were the highest recruiting trust for gastroenterology and second highest recruiting trust for cancer, cardiology and stroke across the north west London.

Our R&D department is extremely active working at a local and national level supporting clinical research through extensive collaborations. We were the first trust in the country to be awarded the IAOCR bronze award Workforce Quality Accreditation (WQA) for clinical research. The experienced team works on a wide range of studies including but not limited to cancer, cardiology/vascular, dementia, gastroenterology, genetics, infectious disease, paediatrics, ophthalmology, rheumatology, stroke and surgery. We put great emphasis on supporting research, especially where it can demonstrate an impact on patient care. To support research, we also have an agreement with Imperial College London who are on site to help promote and grow new ideas through developing intellectual property and commercialization.

Our sites are fortunate to house the Griffin Institute (formerly NPIMR) a leading, not-for-profit, charitable research institute and Parexel, an independent unit who are a major clinical research organisation who carry out phase i studies and early phase research.

Our R&D department has been successful in obtaining funding to develop a brand new dedicated clinical research facility to enable a greater uptake of clinical research, enhance patient access to novel treatments, grow our research profile on a national scale and extend our links and collaborations with industry. Thus, making the Trust a vibrant place to undertake clinical research.

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<sup>1</sup> <https://www.nihr.ac.uk/about-us/who-we-are/our-research-performance/>

# Healthcare facilities

## Northwick Park Hospital

There are some 600 beds in Northwick Park Hospital. Acute beds number 529, and the remainder are for care of the elderly and psychiatry. The latter are managed by Central and North West London Mental Health Trust.

It is one of only eight hospitals in the capital to provide a hyper-acute stroke unit offering faster treatment to patients who suffer a stroke, including clot-busting drugs 24/7 and the stroke unit is rated as being the best in the country

The hospital offers a full range of acute general hospital specialities including departments of thoracic medicine, cardiology, rheumatology, dermatology, diabetology, endocrinology and gastroenterology. Surgical specialities include general surgery, urology, vascular surgery, minimally invasive therapy, trauma and orthopaedics. Children's services cover a wide field including acute general paediatrics, a neonatal intensive care unit and child psychiatry. St Mark's Hospital provides a comprehensive intestinal and coloproctology service. The maxillofacial department provides care for the majority of north west London, Watford and parts of Buckinghamshire and Berkshire.

It has a £2.6m newly refurbished radiology department which is home to some of the most high-tech imaging equipment available.

Clinical facilities include the regional rehabilitation unit, clinical genetics at the Kennedy-Galton Centre and a major infectious diseases unit. Specialist units on the site include ENT and the British Olympic Medical Centre. Moorfields Eye Hospital and Imperial Health respectively provide Ophthalmic and renal dialysis services.

The modern A&E department is one of the busiest units in London sees around 120,000 patients each year.

The hospital is also home to TRUSTPLUS the dedicated private patient unit for St Mark's, Northwick Park and Central Middlesex hospitals

## Central Middlesex Hospital

The hospital provides outreach services in physiotherapy, ophthalmology, urology, general surgery and gynaecology to many GP practices. These services provide local access for patients who may have difficulties attending outpatient appointments

at CMH and ensures a speedy and efficient service for patients and GPs. A full range of outpatient clinics is also provided at the hospital.

Central Middlesex Hospital has expertise in the care of patients with conditions aggravated by deprivation, specifically TB, diabetes and coronary heart disease and is a leader in the research and treatment of sickle cell disease.

The hospital has 159 beds, three theatres, and seven main specialist teams and combines the following:

- a major assessment unit
- a major elective surgery service including ring-fenced theatres and beds
- inpatient and intermediate care services
- an expert consulting centre providing specialist assessment and advice for outpatients and acting as local bases for specialist teams.

## Ealing Hospital

Ealing Hospital is a busy district general hospital providing acute services for patients in the west London area. The hospital provides a range of medical, surgical, maternity and child health services. It also provides 24/7 A&E and urgent care services.

The hospital provides:

- We have 275 beds,
- The A&E department treats around 100,000 patients a year.
- We treat an ethnically diverse population. Over 40% of patients are from minority ethnic groups.
- An innovative haematology day unit, providing care in a home-like environment
- Orthopaedics – specialists in knee surgery and sports injuries
- General surgery – specialist in upper vascular, GI, colorectal and breast surgery
- One of the largest HIV/AIDS units in London
- A genito urinary medicine (GUM) clinic
- Hammersmith Hospitals Trust satellite renal dialysis unit
- Cardiac Catheterisation Laboratory
- MRI – Magnetic Resonance Imaging

Full details regarding the locations of different London North West University Healthcare NHS Trust sites can be found on the Trust's website [www.lnwh.nhs.uk](http://www.lnwh.nhs.uk)

# The application process

Applicants are advised that they must fully complete the application form.

Applicants may wish to cut and paste elements of the CV into the application form. Alternatively, applicants may prefer to submit their CV in addition to a fully completed application form.

N.B. 1) Application forms that are not fully completed and/or state “see CV” will not be accepted or considered.

N.B. 2) Applicants are advised to consider the person specification and submit in their additional information, evidence which demonstrates how they meet the listed requirements. The shortlisting process will be based on the evidence provided.

## Acute Medicine (Ealing Hospital)

The Acute Medicine service is thriving at Ealing hospital. We have a dynamic and enthusiastic team of six acute physicians based at Ealing. The department has a well-deserved reputation for excellence in teaching and training.

The Acute Medical Unit is a 30-bedded ward. Two acute consultants are based on the ward during normal working hours. This post holder, as well as colleagues from acute medicine and the Integrated Medicine Division support the team by supervising the acute medical take. The Ealing medical take is approximately 35-40 per day. This postholder will have a two PA commitment to the on-call acute medical take.

The Ealing Medical SDEC unit is co-located with the Acute Frailty Service. The department is now seeing upwards of 200 patients per week, approximately 40% of the medical take.

The Acute Medicine Service across both sites has a strong multi-disciplinary ethos supported by our excellent Matrons, dedicated administrative staff and a seven-day therapy service. We are particularly lucky to be supported by an outstanding management team. The Acute Medical units on both sites are supported by training and trust grade registrars and junior doctors. We have an award-winning scheme for recruitment of Trust Grade Rotation SHOs. We recognize that our Acute Medicine Service must continue to evolve to meet the needs of our local community. We welcome applications from individuals who seek to innovate and introduce best practice.

## Medical staff of LNWH Acute Medicine at Ealing

Name	Specialist Interests
Dr Aakash Pandya, Clinical Director, Acute Medicine across site	Acute Medicine
Dr Riaz Hosein, Clinical Lead	Acute Medicine
Dr Kajani Perinpanayagam	Acute Medicine
Dr Harmandeep Singh	Acute Medicine
Dr Paresh Mistry	Acute Medicine
Dr Sohaib Bukhari	Acute Medicine

## Duties of post

These posts will contribute *pro rata* to the Acute Medicine rotas in operation at the time of appointment and as they change with service reconfiguration.

The PAs are split 8 PAs direct clinical care (DCC) and 2 SPA. Two of the DCCs are allocated to the acute medicine on-call rota.

Below is the provisional job plan, to be mutually agreed with the Clinical Director and in consultation at job planning:

DCC comprises of pro rata AMU and SDEC clinical duties.

Day	Time	Activity	PA per session
Monday	09:00 – 13:00	DCC	1 DCC
	13:00 – 17:00	DCC	1 DCC
Tuesday	09:00 – 13:00	SPA	1 SPA
	13:00 – 17:00	OFF	OFF
Wednesday	09:00 – 13:00	DCC	1 DCC
	13:00 – 17:00	SPA	1 SPA
Thursday	09:00 – 13:00	DCC	1 DCC
	13:00 – 17:00	DCC	1 DCC
Friday	09:00 – 17:00	DCC	2 DCC
As per rota	Various	On call	2
<b>Total</b>			<b>10</b>

This is a provisional job plan and will be mutually agreed with the Clinical Director of Acute Medicine.

## Ealing Hospital

Consultants at Ealing Hospital participate in acute medical take, assessment and review of patients on the Acute Medical Unit and ED, and sessions running the SDEC. The Acute Medicine on call involves participation on general medicine on call rota.

## IMPORTANT NOTES

It is intended that to support the activity of a Major Acute Trust, departmental activity is moving towards 24/7 working. Extended days and weekend working will underpin this and will be explored as part of the annual job planning process. This will provide opportunities for more flexible job plans than in conventional 10 sessions 5-day week job plans. Job plans are annualised on the NPH site.

Teaching and management duties are performed alongside clinical lists, and protected time (where necessary) for these particular responsibilities will be agreed with the Clinical Director.

Access to alternative sessions can be arranged after discussion with the Clinical Director. The Department will adopt a very flexible approach to the particular aspirations of a suitable candidate.

A regular fixed session of Clinical Governance is organised for the whole department across site, and this takes the place of other clinical duties within the outline weekly job plan.

### **Private Practice**

The Trust actively supports individuals to undertake private practice where this does not impact delivery of the contracted job plan. The Trust hosts a private practice facility, and the radiology department support the services required for patients seen at this unit (Trust Plus). Due to the considerable administration required and consultants are required to hold a substantive appointment at the Trust before they can undertake private practice through the Trust.

### **Clinical Governance**

The post holder will be required to participate in the Trust's and the Directorate's Clinical Governance activities including Audit, Consultant Appraisal, Job Planning and attendance at and participation in Quarterly Clinical Governance Days.

### **Support for CPD**

The Trust encourages all consultants to maintain their skills at the forefront of the advance of technology in their specialty – as Continuing Professional Development (CPD).

### **Mentoring**

Newly appointed consultants will be provided with a mentor via Trust mentoring scheme.

### **Consultant Induction Programme**

Newly appointed consultants will be offered to join the Trust's Consultant induction programme.

### **Office Accommodation and secretarial support**

The post holder will be given office space within the department, where appropriate. Internet access is available throughout the department and in all offices. Shared office space will be provided at all main hospital sites. Administration support will be available, shared between consultants. The appointee will be expected to manage their diary through the Trusts IT programs, currently Microsoft Outlook, and training will be available if required.



## **Infection Control & Healthcare Associated Infection**

Infection Control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trust's Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of all Healthcare Associated Infections including MRSA. In particular all staff have the following key responsibilities:

Staff must observe stringent hand hygiene. Alcohol rub should be used on entry to and exit from all clinical areas. Hands should be washed before and after patient contact in all patients with diarrhoea. Alcohol hand-rub before and after patients contact may be used instead of hand washing in some clinical situations.

Staff members have a duty to attend infection control training provided for them by the Trust as set in the infection control policy.

Staff members who develop an infection that may be transmissible to patients have a duty to contact Occupational Health

## **General Information**

Applicants are encouraged to view the departments and discuss the post.

## Appendix B: Person specification

Area	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Entry on the GMC Specialist Register via one for the following:               <ol style="list-style-type: none"> <li>CCT in General Internal Medicine (or expected within six months of interview)</li> <li>Certificate of Eligibility for Specialist Registration (CESR)</li> <li>European Community Rights</li> </ol> </li> <li>MRCP</li> <li>ALS certificate (active)</li> </ul>	<ul style="list-style-type: none"> <li>Experience of High Dependency and Intensive Care Medicine.</li> <li>CCT in Acute Medicine (or expected within six months of interview).</li> </ul>
<b>Registration</b>	<ul style="list-style-type: none"> <li>Full GMC Registration</li> </ul>	
<b>Knowledge and Expertise</b>	<ul style="list-style-type: none"> <li>Clinical training and experience equivalent to that required for gaining UK CCT in Acute and General Internal Medicine.</li> <li>Ability to take full and independent responsibility for clinical care of complex acute medicine patients.</li> <li>Experience of working in an Acute Medical Unit.</li> <li>Ability to take full and independent responsibility for the management of acute medical emergencies.</li> <li>Experience of working in a multi-cultural environment.</li> </ul>	<ul style="list-style-type: none"> <li>Clinical training and experience in intensive care medicine.</li> <li>Clinical training, experience, and leadership in High Dependency Unit environment.</li> </ul>
<b>Teaching</b>	<ul style="list-style-type: none"> <li>Experience in undergraduate clinical teaching.</li> <li>Ability to teach clinical skills to medical and nursing staff and other disciplines.</li> </ul>	<ul style="list-style-type: none"> <li>Training in medical education including work-based assessments, educational supervision, and appraisal.</li> </ul>
<b>Management and Audit</b>	<ul style="list-style-type: none"> <li>An understanding of the current NHS environment,</li> </ul>	

Area	Essential	Desirable
	<p>particularly in relation to reforms, initiatives, and issues.</p> <ul style="list-style-type: none"> <li>• An understanding of challenges to LNWUH NHS Trust and strategic objectives.</li> <li>• Understanding of the importance of audit.</li> <li>• Management course.</li> <li>• Record of relevant audits.</li> </ul>	
<b>Research/ publications</b>	<ul style="list-style-type: none"> <li>• Experience in research and potential to develop and execute clinical research projects.</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant research publications in peer-reviewed journals.</li> </ul>
<b>Language</b>	<ul style="list-style-type: none"> <li>• Are able to speak and write English to the appropriate standard necessary to fulfil the job requirements.</li> </ul>	
<b>Personal skills</b>	<ul style="list-style-type: none"> <li>• Enjoys busy working environment and working in a team.</li> <li>• A compassionate approach to patients.</li> <li>• Ability to organise and prioritise workload effectively.</li> <li>• Ability to plan strategically, execute tasks and to exercise sound judgment when faced with conflicting pressures.</li> <li>• Ability to engage in and lead change management.</li> <li>• Ability to motivate and develop the multi-disciplinary team, balancing departmental and personal objectives.</li> </ul>	<ul style="list-style-type: none"> <li>• Has demonstrated qualities of team leadership.</li> <li>• Proven ability to lead a team in an acute medical setting.</li> </ul>

# Appendix C: Main conditions of service

## Statement of principle

The Trust's principal purpose is to provide for all the needs of patients in their care. The Trusts expect all its employees whatever their jobs to support and enhance patient care and overall service quality.

The Trusts expect that each of the employees shall act in such a manner as to justify public trust and confidence and to uphold and enhance the good standing and reputation of the hospitals, in accordance with the Staff Charter. Individuals must at all times carry out their duties with due regard to the Trusts' Equal Opportunities Policy.

## Terms and conditions of service

The post is subject to the provisions of the New Consultant Contract Terms and Conditions of Service for Hospital Medical and Dental Staff, including any locally agreed terms and conditions which are relevant to the post. As these are developed the appointee will be notified and therein after, these will form part of the contract of employment. Details of these are available from the HR Department.

The appointee will be entitled to be a member of the NHS Pension Scheme. If he/she chooses to become or remain a member of the Scheme, remuneration will be subject to deductions of Superannuation contributions in accordance with the Scheme. Membership of the Scheme is automatic unless election is made at any time in favour of provision under a Personal Pension Plan. After opting out of the Scheme the employee would assume full responsibility for pension provision and compliance with the Social Security Act 1986.

## Salary

Remuneration will be in accordance with the NHS rates for full time consultants which is currently £88,364 – £119,133 in eight increments over 30 years based on ten programmed activities. If you are taking up your first Consultant post you would expect to commence on the minimum of this scale.

## Additional programmed activities

Any additional PA's will be payable at 1/10th of your basic salary as defined in schedule 14 of the Terms and Conditions of Service.

## On call

If you take part in an on-call rota you should be eligible for an availability supplement to your basic salary. This will be paid as defined in schedule 16 of the Terms and Conditions of Service.

## Relocation expenses

Relocation expenses may be available up to a maximum of £5,000, subject to eligibility.

Agreement to payment of Relocation Expenses should be agreed before accepting the post. To obtain a copy of the Relocation Expenses Policy contact the HR Department on 020 8869 3328.

## Annual and study leave

Annual leave entitlement is 30 working days plus two statutory days. This increases to 32 days plus two statutory days after 7 years' service as a Consultant.

Study leave consists of 30 days over a three-year period. Approval of annual and study leave is subject to the procedures set out within the individual departments and the Postgraduate Medical Centre.

So far as is practical, the Consultant appointed will be expected to share in the provision of cover for the annual and study leave of other Consultants in the specialty.

## Special terms

The Trust is prepared to negotiate with the appointee alternative Terms and Conditions of Service (e.g., a limited term appointment) where this would result in a mutual benefit to both the Trust and the postholder.

## Medical report

This post is subject to satisfactory health assessment. If appointed, you will be required to bring the documentary evidence from either an occupational health department or a virology department, of satisfactory Hepatitis B status, to which this appointment is subject, because it involves undertaking exposure prone invasive procedures. Please note this is not just evidence of immunisation. In addition, written evidence should be brought of any tests of immunisation for Tuberculosis or Rubella. If you are recommended for appointment, satisfactory health clearance must be completed before the appointment can be confirmed. If you do not have such clearance, you will not be permitted to start work on the proposed first day of duty.

## Disclosure and barring service checks

You will also be required to complete a Disclosure and Barring Check (DBS), and the clearance from the DBS must have been received, before commencing employment.

<https://www.gov.uk/disclosure-barring-service-check/overview>

<https://www.gov.uk/guidance/dbs-check-requests-guidance-for-employers>.

## Rehabilitation of offenders act

The post is exempt from the provisions of the Rehabilitation of Offenders Act and applicants are not entitled to withhold information about convictions including those which are 'spent'. Any information given will be confidential but failure to disclose such convictions could result in disciplinary action or dismissal.

## Private practice

The successful applicant may undertake private practice in accordance with the Trust's Private Practice Policy and Schedules 9 & 10 of Terms and Conditions of Service.

## Registration

The person appointed will be required to be fully registered with the GMC and/or GDC.

## Medical indemnity

The Trust is financially responsible for the negligent acts and omissions of Consultant medical and dental staff in the course of their Trust employment. If, however, any private practice, within an NHS hospital or any other private hospital is undertaken, the appointee will be personally responsible for subscribing to a recognised defence organisation. The Trust will not be responsible for category 2 (e.g., reports for insurance) or 'Good Samaritan' Acts. Health Circular HC (89) 34 provides full details of 'Claims of Medical Negligence against NHS Hospital and Local Doctors and Dentists'.

The Department of Health advises practitioners to maintain defence body membership in order to ensure they are covered for any work which does not fall within the scope of NHS Indemnity.

## Prospects for change

The proposals set out in the White Paper “Equity and excellence: Liberating the NHS”, are likely to impact on current working arrangements. The Trust will consult the members of staff concerned at the appropriate time, but meanwhile wishes to draw the attention of applicants to the possibility of change in the future.

## Job plans and work programmes

The appointee will be subject to the provisions of Schedule 3 of the Terms and Conditions of service. These provisions entail the agreement (between a consultant and the manager responsible for the management of the consultant’s contract) of a job plan (including work programme) for the performance of duties under the contract of employment. The job plan (including work programme) will be subject to review each year by the aforementioned parties.

## Place of work

The appointee may be required to work elsewhere within the Trust and/or at Local Resource Centres (hosted by other health agencies) within The London North West University Healthcare NHS Trust catchment area in accordance with the Trust’s principal aim of flexible working by staff to enhance patient care and he/she will be fully consulted.

## Access to hospital base

The successful candidate will be expected to live within easy access, normally not more than approximately 10 miles by road from the London North West University Healthcare NHS Trust. The reimbursement of removal and associated expenses will be subject to the criteria laid down in the Trust’s Conditions of Service. In the event of the Trust agreeing to reimburse interest charges on a Bridging Loan, reimbursement will normally be made in full up to a maximum period of six months. Reimbursement will not be continued beyond this period. The private residence must be maintained in contact with the public telephone service.

Assistance can be given with the cost of installation and rental charges.

## No smoking policy

It is the policy of the Trust to promote positive health. Smoking, therefore, is actively discouraged and is prohibited in the majority of the Hospital including offices.

## Security

In the interests of safety and security the appointee will be required to wear hospital staff identification badge at all times whilst at work.

## Information governance

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

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

## Generic responsibilities

To comply with all Trust Policies and Procedures, which may be varied from time to time. Copies of the current policies and procedures are available from the HR Department or on the Intranet. In particular:

To have responsibility for the Health, Safety and Welfare of self and others and to comply at all times with the requirement of the Health and Safety Regulations.



To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.

To positively promote at all times equality of opportunity in service delivery and employment for patients and staff in accordance with the Trust's policies, to ensure that no person receives less favourable treatment than another on the grounds of sex, marital status, race, religion, creed, colour, nationality, ethnic or national origin, sexual orientation, age or disability. To be trained in and demonstrate fair employment practices, in line with trust policies.

To comply with the Trust's Smoke-Free Policy

To adhere to the Trust's Infection, Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of all healthcare associated infections including MRSA. In particular:

- Observe stringent hand hygiene. Alcohol rub should be used on entry to and exit from all clinical areas. Hands should be washed before and after patient contact in all patients with diarrhoea. Alcohol hand rub before and after patient contact may be used instead of hand washing in some clinical situations
- Attend infection control training provided by the Trust as set out in the infection control policy
- Contact Occupational Health in the event that an infection transmissible to patients is contracted

To work in accordance with the Trust's policies on safeguarding children and vulnerable adults. London North West University Healthcare NHS Trust is committed to protecting, safeguarding and promoting the welfare of children and vulnerable adults and expects all employees to carry out their duties in accordance with this commitment.

To undertake such duties as may be required from time to time as are consistent with the responsibilities of the grade and the needs of the service.

This job description is not an exhaustive document but is a reflection of the current position. Details and emphasis may change in line with service needs after consultation with the post holder.