



Cumbria, Northumberland,
Tyne and Wear
NHS Foundation Trust



Job Description and Person Specification

Consultant Psychiatrist in the Community Learning Disability Service

Base: Oxford Centre

10 Programmed Activities



FOR HEALTHCARE LEADERS
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Outstanding ★

**Care Quality
Commission**

Consultant Psychiatrist

Job description and Person specification

Post and specialty:	Consultant Psychiatrist in Learning Disability
Contract	Substantive
Programmed Activities	10PAs per week
Base:	Oxford Centre, West Farm Avenue, Longbenton, NE12 8LT
Accountable professionally to:	Accountable to Executive Medical Director – Dr Rajesh Nadkarni
Accountable operationally to:	Chief Operating Officer: Ramona Duguid
Key working relationships and lines of responsibility:	<p>Group Medical Director : Dr Sarah Brown</p> <p>Associate Medical Director : Dr Jeremy de Bono</p> <p>Deputy Medical Director : Dr Eilish Gilvarry</p> <p>Chief Operating Officer: Ramona Duguid</p> <p>Medical Director : Dr Rajesh Nadkarni</p> <p>Chief Executive : James Duncan</p>

1. Introduction

Cumbria, Northumberland, Tyne and Wear NHS Foundation Trust provides a range of mental health, learning disability and neurological care services across the North East and North Cumbria.

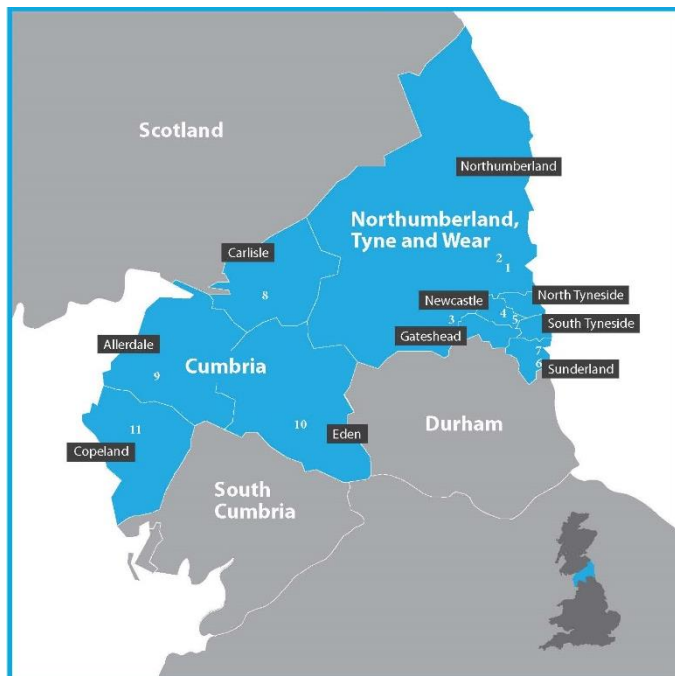
We employ approximately 9,000 staff and serve a population of approximately 1.7 million providing services across an area totaling 3,350 square miles from over 70 sites across North Cumbria, Northumberland, Newcastle, North Tyneside, Gateshead, South Tyneside and Sunderland. We also provide a number of regional and national specialist services to England, Scotland and Wales.

The Trust has a budget of £537 million a year.

The Trust provides a wide spectrum of mental health, learning disability, neuro-rehabilitation, forensic and substance misuse services as well as other specialist services. The Trust has several nationally renowned services, including specialist services for adults with refractory mental illness, mental health services for young people with a learning disability; forensic services and learning disability services; psychotherapy services, neuropsychiatry; a mother and baby inpatient service and drug and alcohol services for both adults and young people.

Our services are organised into operational areas:

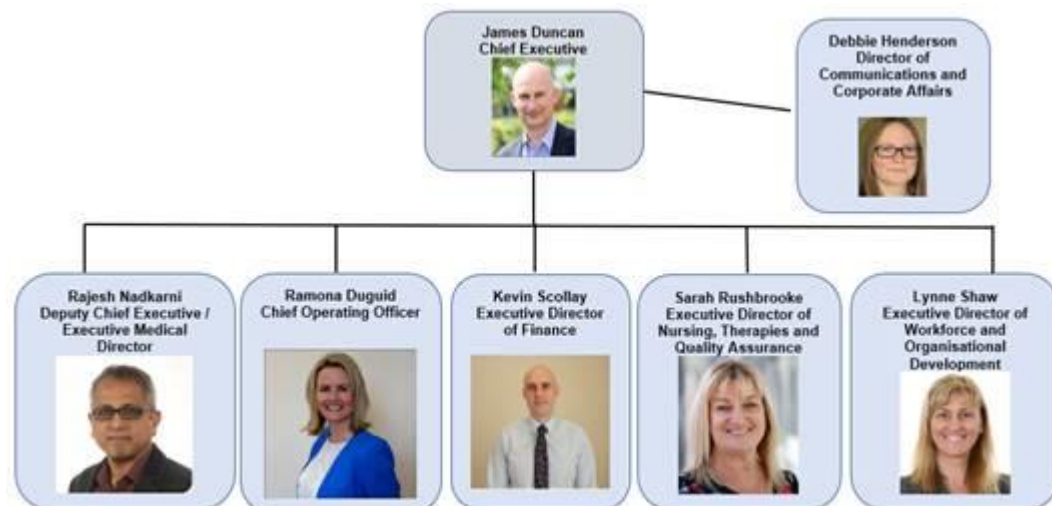
- **North locality** – Northumberland and North Tyneside
- **Central locality** – Newcastle and Gateshead
- **South locality** – South Tyneside and Sunderland
- **North Cumbria locality** – Carlisle, Allerdale, Copeland and Eden



Our main sites are:-

St Nicholas Hospital
St George's Park,
Northgate Hospital,
Ferndene Hospital
Walkergate Park Hospital
Hopewood Park,
Monkwearmouth Hospital
Carleton Clinic
Workington Community Hospital
Penrith Community Hospital
West Cumberland Hospital

Meet the Board of Executive Directors:



Our vision and values:

Vision: To work together, with compassion and care, to keep you well over the whole of your life

Values:

We are caring and compassionate...
because that is how we'd want others to treat those we love.

We are respectful...
because everyone is of equal value, is born with equal rights and is entitled to be treated with dignity. We want to protect the rights of future generations and the planet that sustains us all.

We are honest and transparent...
because we want to be fair and open, and to help people make informed decision

Visit our website for more information about the [Trust](#), including our [Strategy](#).
[With you in Mind](#).

2. Service Details

This is a community post working with an established learning disability team serving the North Tyneside area. The population served is approximately 196,000 which includes the districts of Longbenton, Whitley Bay, North Shields and Wallsend.

The consultant in post will work with the Community Learning Disability Team, which incorporates Positive Behavioural Support and Psychology, and sits with Northumbria Healthcare NHS Foundation Trust, and will be based in Longbenton, North Tyneside, which is the primary base for the team.

The post holder will provide senior clinical expertise in the assessment and treatment of people with a learning disability and mental health problems. There is a population

of learning disability forensic patients living within the area for whom the post holder will have some responsibility.

In addition the post holder will be expected to work closely with social workers, specialist nurses and the risk and independence team who are employed by Northumbria Health Care Trust and who hold Care Programme Approach responsibility for this group of patients.

The medical staff meetings are monthly forums to meet with colleagues, which the post holder would be encouraged to attend alongside the trust wide medical staff meetings that include consultant colleagues from all the other specialties within CNTW. The post holder will also join the well-established peer group for community consultants in learning disability for the purposes of revalidation.

In-patient services

There is an in-patient acute treatment and assessment ward at Ferndene Hospital in Prudhoe for children and young people (up to the age of 18), as well as beds in the Mitford Autism Inpatient Unit and Mitfor Bungalows in Northgate Hospital.

Clinical support staff and facilities associated with the post:

Multidisciplinary team

There is access to a comprehensive multidisciplinary team which has achieved excellence in several areas. The CLD Team, based at the Oxford Centre, comprises a range of clinicians including:

- Consultant Psychiatrist (0.6WTE)
- Locum Consultant Psychiatrist (1WTE which this post will replace)
- Specialist Nurses, including Non-Medical prescribers (9xWTE)
- Clinical Psychologists (5.6 WTE)
- Occupational Therapists (2xWTE)
- Speech and Language Therapists (2xWTE)

3. Clinical Duties of Post Holder

It is envisaged that the post holder will work 10 programmed activities over five days. Following appointment there will be a meeting at no later than three months with the clinical manager to review and revise the job plan and objectives of the post holder. The overall split of the programmed activities is 7.5 activities to be devoted to direct clinical care and 2.5 to supporting professional activities (as per the Royal College of Psychiatrists recommendation). The timetable is indicative only. A formal job plan will be agreed between the post holder and associate medical director or clinical manager three months after commencing the post and at least annually thereafter.

Programmed activities allocated to direct clinical care, to include:

- Regular planned out-patient clinics, or within specialist schools.
- Complex case discussions where patients vulnerable to or in crisis are discussed. These have been shown to be effective in mobilising effective local support and preventing admissions to hospitals
- Weekly Referral Meetings
- Monthly Neurodevelopmental Meetings
- Contribution to monthly partnership Leadership meetings with NHCT.

- Support to and supervision of trainees, and NMPs
- Liaison with Consultants from inpatient wards and other mental health teams
- Administration to support these clinical activities
- On call duties and emergency work

The post-holder will typically have 2 supporting programmed activities to include

- Audit
- Appraisal
- Revalidation
- CPD
- Service management and development
- Teaching
- Educational supervision
- Special Interest as detailed above

Workload

The anticipated workload for the aforementioned post would be around 100 patients with new referrals of about five per month. The consultant is not expected to care co-ordinate patients as this responsibility sits with Northumbria Healthcare NHS Foundation Trust and for the majority the role of lead professional would be held within the wider community team. It is envisaged however that some cases might predominantly receive psychiatry input as part of their treatment package.

Currently the partnerships associated with the consultant's caseload are broken down as follows:

Psychiatry alongside the ADHD Pathway: 11 Patients

Psychiatry alongside the ASD Pathway: 7 Patients

Psychiatry alongside Psychology: 19 Patients

Psychiatry alongside SALT: 10 Patients

Psychiatry alongside the Positive Behaviour Support Pathway: 16 Patients

Psychiatry alongside the Nursing Team: 14 Patients

There are no patients currently identified as being on the Forensic Pathway

4. On-call and Cover Arrangements

The consultant makes a pro-rata contribution to the out-of-hours rota covering learning disability emergencies across the Trust (Northumberland, Newcastle, North Tyneside, Gateshead, South Tyneside and Sunderland). The rota is currently 1 in 11 and provides "third on call" supervision to ST 4-6s and CT 1-3s. There is a CT 1-3 first on call every night and a ST4-6 on 3 times a week. When there is no ST4-6 the consultant provides "second on call" cover which includes responding to emergencies in the community. Remuneration is at Band A of the new consultant contract (3%).

5. Continuing Professional Development (CPD)

The Executive Medical Director/Responsible Officer (for Revalidation and CPD is Dr Rajesh Nadkarni, Executive Medical Director / Responsible Officer. The post holder is expected to remain in good standing for CPD through participation in one of several established peer groups, in which colleagues meet to draw up and review PDPs.

There is a dedicated Medical Education and Development department, running a regional journal club programme and organising a successful rolling programme of updates and innovations. The quality of these attract national participants. The Trust encourages medical staff to access online CPD offered by the College and the BAP.

6. Appraisal and Job Planning

Arrangements for appraisal are well established within the Trust and it is expected that all Consultants will cooperate with this. The SARD (Strengthened Appraisal and Revalidation Database) system is used for appraisal and the process is supported by our dedicated revalidation team. This is an electronic database where supporting information can be stored and uploaded for appraisal, reminders about key tasks are generated and information can be shared with an appraiser. The Trust has approximately 40 trained appraisers to choose from. There are a number of quality assurance activities undertaken to ensure continued high quality of appraisal. The Deputy Medical Director for medical development meets with all new Consultants to orientate them to the process.

Revalidation is managed by the Responsible Officer and Revalidation Officer who ensure appraisals meet GMC guidance prior to making revalidation recommendations. All Consultants are provided with access to RES 360 multisource feedback to allow them to collect feedback from colleagues and patients.

Job plans are also completed on the SARD system and all Consultants are expected to have an annual job plan between January and March.

Our approach is additionally outlined in the Consultant induction programme which also provides orientation and introduction to Trust and regional care system culture, strategy and commissioning arrangements. This is also an opportunity to meet colleagues and senior members of the Trust executive team. We provide a mentoring scheme for newly appointed consultants.

7. Clinical Leadership

We are actively promoting a devolved and clinical leadership culture. To this end, our recent management reorganisation has removed a tier of management and brought multi-professional staff into leadership roles to provide shared ownership of vision, responsibility and delivery across the management teams. This is supported by a programme of leadership and management development. Thus, Trustwide clinical services are managed by 12 Clinical Business Units, each consisting of Associate Director, Medical Director, Nurse Director, AHP Director and Psychology Director. Additional leadership, assurance and collaboration across the CBUs is provided by a Locality Group Triumvirate management team: Group Director, Medical Director and Nursing Director.

Our CBUs provide a management function close to the teams and it is expected that the post-holder will participate fully in team business and strategic development, linking as appropriate with the CBU teams. Further strategic development work is supported in the Trust by 7 cross-cutting Strategic Clinical Networks. These are clinically led and supported by Group Directors to ensure the optimum balance of clinical and operational thinking to promote best practice and continuously develop clinical standards.

8. Teaching and Training

Medical staff are expected to contribute to medical and multi-professional teaching and training locally and trust wide as acknowledged and supported through job planning. The Trust has close links with the University of Newcastle medical school and trainee psychiatrists are placed through Health Education North East's School of Psychiatry.

The core training posts are available in learning disability psychiatry in Cumbria, Northumberland, Tyne and Wear NHS Foundation Trust

- One trainee in general adult learning disability
- One in forensic learning disability
- One in child and adolescent mental health services (CAMHS) learning disability (plus a further paediatric trainee).

Should the post holder be interested there is room for development of supervisory roles for a trainee.

Teaching at Newcastle University has equal parity with research. The MBBS programme consistently rates highly across the standard ranking tools and in formal GMC review. The University has campuses in Newcastle and Nusajaya, Malaysia. Consultants are supported to become trainers within the psychiatric Core and Higher training schemes, GP schemes and the foundation programme. Post holders wishing to become trainers will be expected to gain the key competencies as set out in the GMC's 'Recognising and Approving Trainers' standards. There is a training programme for supervisors coordinated from the Medical Education Department, which includes a one to one induction followed by the faculty development programme which includes workshops on supervision, line management and work place based assessments. Trainees receive 1 hour weekly clinical/educational supervision from trainers as well as day to day clinical supervision. Consultants with training roles have time for this role built into the job plan and it is agreed that this would be 0.5PA per trainee. There are opportunities to develop leadership roles in medical education.

9. Research

The Trust Research and Development (R&D) strategy aims to make CNTW NHSFT one of the most research active mental health and learning disability trusts in the UK and internationally, while also aiming to ensure that our service users benefit from this locally. The Trust is an active participant in local and national Clinical Research Networks (CRN), and currently hosts the local leadership for the mental health and

Dendron (Dementias and Neurodegenerative Diseases) Specialty Groups of the LCRN.

CNTW Trust has strong research links with Newcastle University and other local Universities. A number of academic psychiatrists employed by the University undertake clinical activities within CNTW and some CNTW staff have honorary positions with the University in research or teaching roles. Research within Newcastle University is based within a number of Institutes. Clinical academics involved in teaching are based in the School of Medical Education (see <http://www.ncl.ac.uk/sme/>). The majority of clinical academic psychiatrists are based within the Institute of Neuroscience (ION; see <http://www.ncl.ac.uk/ion>). A smaller number are based within the Institute for Health and Society (see <http://www.ncl.ac.uk/ihhs/>). A key theme for the University is ageing for which there is an over-arching Institute for ageing (<http://www.ncl.ac.uk/ageing/>). The two largest groupings of academic psychiatrists are engaged in research related to the understanding and treatment of Affective Disorders and the neurobiology and treatment of dementing illnesses (linked with a Biomedical Research Centre on Ageing and a Biomedical Research Unit on dementia). Additionally research is undertaken around childhood and developmental disorders (particularly autism), psychosis and forensic psychiatry.

In the 2014 Research Excellence Framework (REF), the majority of research in the Psychology, Psychiatry and Neuroscience Unit of Assessment at Newcastle University was officially classified as world-leading, internationally excellent or recognised internationally in terms of originality, significance and rigour. The ION was assessed as in the top 10 academic neuroscience centres in the UK, and in the top 6 of ones with significant Psychiatry involvement. Research grants in excess of £10M are held at any moment in time, awarded from a range of bodies including the Medical Research Council (MRC), the National Institute for Health Research (NIHR) and various charities.

Our clinical Regional Affective Disorders Service (RADS) links closely with the Affective Disorders research group within the Institute of Neuroscience (ION), Newcastle University ION is headed by Prof David Burn (Academic Consultant Neurologist). The Affective Disorders research group is led by Prof McAllister-Williams (Professor of Clinical Psychopharmacology and Honorary Consultant Psychiatrist in RADS).

Opportunities may arise to participate in research being carried out by the Trust or University based staff in conjunction with the NIHR Clinical Research Network and the post holder will be encouraged to participate in these research studies, while being allowed opportunities to pursue their own research interests where this occurs in alignment with the needs of the service and the interests of the Trust. The Trust's R&D strategy includes initiatives to develop talent in evaluation and R&D; the Trust's R&D office will support promising grant applications with advice and mentoring; and there is also the opportunity to bid for dedicated research time (from Local Clinical Research Network) small grants within the Trust (funded by Research Capability Funding) where ideas are likely to lead to future successful NIHR funded grants.

Library Facilities

Comprehensive library facilities, including full-time librarian support, are available at sites in each Trust locality. Trust computers are networked and enable electronic access to an increasing number of journals, books and databases.

10. Mental Health Act and Responsible Clinician Approval

The post holder is expected to be approved as a Responsible Clinician or be willing to undertake training towards this and will be expected to renew this approval according to agreed procedures.

11. Secretarial Support and Office Facilities

Medical staff will have their own dedicated admin support with the primary role being to support their work. The amount of secretarial support will be closely monitored and adapted to needs of the post Consultant. The post holder is allocated one (1.0 WTE) named admin support and is based at Oxford Centre.

The post holder will have their own office based at Oxford Centre, Longbenton. The Trust is committed to all Medical staff having the option of sharing an office or have their own office or dedicated space in open plan accommodation.

IT support

All consultants are provided with a personal computer system with email and internet access. The Trust has now adopted an all-electronic case record system for patients in the learning disability directorate. The consultant will be provided with suitable electronic equipment to access the electronic case record system in the community.

12. Clinical Governance and Quality Improvement

Expected contribution to clinical governance and responsibility for setting and monitoring standards.

We believe it is the responsibility of all health care professionals to play an active role in delivering the clinical governance agenda. There is a specific responsibility for individual health care professionals to be involved in auditing their own and their team's clinical performance, to engage in activities which continuously improve the quality of services they provide and support Trust audit priorities. Time will be allocated to these activities within SPA time.

13. General Duties

- To manage, appraise and give professional supervision to junior medical staff, including assessing competences under appropriate frameworks.
- To ensure that junior medical staff working with the post holder operate within the parameters of the New Deal and are Working Time Directive compliant.
- To undertake the administrative duties associated with the care of patients.
- To record clinical activity accurately and comprehensively, and submit this promptly to the Information Department.

- To maintain professional registration with the General Medical Council, Mental Health Act Section 12(2) approval, and to abide by professional codes of conduct.
- To participate annually in a job plan review with the clinical manager, which will include consultation with a relevant manager in order to ensure that the post is developed to take into account changes in service configuration and delivery associated with modernisation.
- To work with local managers and professional colleagues in ensuring the efficient running of services, and share with consultant colleagues in the medical contribution to management.
- To comply with the Trust's agreed policies, procedures, standing orders and financial instructions, and to take an active role in the financial management of the service and support the medical director and other managers in preparing plans for services.

14. External Duties, Roles and Responsibilities

The Trust actively supports the involvement of the consultant body in regional and national groups subject to discussion and approval with the Group Medical Director or Executive Medical Director and, as necessary, the Chief Executive Officer.

15. Other Duties

From time to time it may be necessary for the post holder to carry out such other duties as may be assigned, with agreement, by the Trust. It is expected that the post holder will not unreasonably withhold agreement to any reasonable proposed changes that the Trust might make.

16. Work Programme

It is envisaged that the post holder will work 6 programmed activities over 3 days. Following appointment there will be a meeting at no later than three months with the clinical manager to review and revise the job plan and objectives of the post holder. The overall split of the programmed activities is 4 to be devoted to direct clinical care and 2 to supporting professional activities (as per the Royal College of Psychiatrists recommendation). The timetable is indicative only.

A formal job plan will be agreed between the post holder and associate medical director or clinical manager three months after commencing the post and at least annually thereafter.

Day	AM	PM
Monday	Direct Clinical Care at Oxford Centre or Specialist Education Provision	SPA
Tuesday	Direct Clinical Care at Oxford Centre or Specialist Education Provision	Clinic/Admin

Wednesday	MDT	Clinic
Thursday	SPA/Monthly Meetings	SPA/Monthly Meetings
Friday	Clinic/Admin	Admin

17. Contract Agreement

The post is covered by the Terms and Conditions of Service for Hospital Medical and Dental staff (England and Wales) as amended from time to time. Contracts have been agreed with the BMA local negotiators, but individuals may wish to discuss this further before acceptance

18. Leave

Annual leave for Consultant posts is calculated below. The post holder is also entitled to 30 days study leave over 3 years.

No. of PAs per week	Consultants < 7 years			Consultants > 7 years		
	Days	Bank Hols	Total in Hrs & BH	Days	Bank Hols	Total in Hrs & BH
10	32	8	320	34	8	336
9	29	7	288	31	7	304
8	26	6	256	27	6	264
7	22	6	224	24	6	240
6	19	5	192	20	5	200
5	16	4	160	17	4	168
4	13	3	128	14	3	136
3	10	2	96	10	2	96
2	6	2	64	7	2	72
1	3	1	32	3	1	32

19. Visiting Arrangements

Applicants and prospective applicants are strongly encouraged to meet prospective colleagues and members of the Senior Management Team. To discuss the post and/or make arrangements for visiting please contact:

Name: Dr Jeremy de Bono/Dr Hannah Zaborowska

Email: Jeremy.DeBono@cntw.nhs.uk or Hannah.Zaborowska@cntw.nhs.uk

20. Occupational Health

PAM is CNTW's Occupational Health and Wellbeing Provider who are experts in dealing with the effects the working environment can have on our health. PAM provide a range of services designed to support staff to improve overall health and wellbeing, including occupational health, counselling, and physiotherapy.

Employee Assistance

Staff have access to impartial, confidential advice from qualified counsellors via our Employee Assistance Programme, now provided by Vivup. They can help many different issues, including anxiety, bereavement, stress, depression, workplace issues, trauma, relationships, finances, and family difficulties. Vivup can be contacted on 0800 023 9324, available 24/7, 365 days a year.

Staff Wellbeing Hub

The Health and Wellbeing Line is available for all staff on 0191 223 2030. The helpline is available Monday to Friday, excluding Bank Holidays, from 9.30am-6pm.

Practitioners are available Monday to Friday between 9.30am - 6pm. If you call outside these hours and need to speak to a practitioner, then this will be arranged and a practitioner will call you back at the soonest suitable time.

The Hub team can offer a range of physical and psychological wellbeing support, including:

- Someone to listen, support and advise you, who knows the pressure you're under;
- Help navigating existing local support offers, to find the right one for you;
- Access to experienced therapists and evidence-based treatments;
- Support and coaching for managers to help you look after your team;
- Trauma-informed approaches;
- Group and individual support.

There is also support provided by colleagues and line management. In the unfortunate events of serious incidents at work there will be an after action review conducted and staff wellbeing forms part of this review as part of our incidents policy. Additional support can be identified from a local level (ward or service), local with additional specialist support (Senior Clinical Nurse, Psychologist, PMVA Specialist, Safeguarding Practitioner, Pharmacist, Safety and Security Specialist) or PAM support.

21. Approval of Job Description by the Royal College of Psychiatrists

Approval is pending.

Person Specification/selection criteria

As an Equal Opportunities employer, the Trust welcomes applications from candidates with lived experience of mental health issues.

Entry Criteria	Essential	Desirable	Assess by
Qualifications	<p>Registration with the GMC (or eligible to become registered) with a licence to practice.</p> <p>Included on GMC specialist register or eligible for inclusion, or included within six months of CCT/CESR.</p> <p>Approved clinician status OR able to achieve within three month of appointment.</p> <p>Approved under Section 12(2) of the Mental Health Act 1983 or eligible for approval</p>	<p>MRCPPsych</p> <p>Possess a CCT/CESR in learning disability psychiatry</p> <p>Postgraduate qualifications in a relevant field.</p> <p>Has undergone training in educational supervision.</p> <p>Has undergone training in appraisal.</p>	CV Interview
Knowledge	<p>Up to date knowledge in the field of learning disability psychiatry</p> <p>Awareness of current issues and controversies in service provision, mental health policy and legislation.</p>	<p>An area of special interest relevant to the post as demonstrated by publications or presentations to learned societies.</p>	CV Interview
Experience	<p>Experience of multi-disciplinary team working.</p> <p>Wide clinical experience in learning disability psychiatry in different clinical settings.</p> <p>Experience of clinical audit.</p>	<p>Experience in multi agency work especially with service user, carer and voluntary agencies.</p> <p>Experience in service management or development.</p>	CV Interview

		Experience of working in learning disability services	
Skills	<p>High level of clinical skills. Able to work effectively as part of a multi-disciplinary team.</p> <p>Proven competence in diagnosis and management of psychiatric disorders in Learning disability population</p> <p>Excellent communication skills.</p> <p>Excellent teaching skills.</p> <p>Demonstrate the ability to work in a time efficient manner.</p>	<p>Established record of clinical leadership.</p> <p>Established ability as a clinical teacher.</p> <p>Training in specific and relevant treatment skills e.g. a brief form of psychological therapy.</p>	CV Interview References
Personal Characteristics	<p>Recovery centred values</p> <p>Able to sustain self and support others.</p> <p>Trustworthiness.</p> <p>Able to meet the mobility requirements of the post</p> <p>Maturity, openness and flexibility.</p>		Interview References