

## Job Description

**Role Title: Consultant in Infectious Diseases Medicine**

**Grade: Consultant (YC72)**

**Contract: Permanent**

**Responsible to: Group Clinical Director for Medicine**

**Accountable to: Group Clinical Director**

**Location: University Hospitals Coventry and Warwickshire**

### Key working relationships:

#### Our Vision, Values and Behaviours

At University Hospitals Coventry and Warwickshire (UHCW) NHS Trust our vision is to be a national and international leader in healthcare, rooted in our communities. Our Organisational Strategy *More than a Hospital* (2022-2030) was shaped by the views of our staff, patients and stakeholders and sets a clear plan for improvements in healthcare.

We aim to deliver the best care for our communities, being exceptional in everything we do. We do this by providing proactive, joined up support for local people and we deliver specialised services for those with the most complex health conditions. We set out to create the best experiences for our staff and work positively in partnership with other organisations to achieve the best healthcare outcomes.

Our vision and purpose are underpinned by a clear set of values that reflect the culture we want to create: *Compassion, Openness, Pride, Partnership, Improve, Learn and Respect*. Developed by our staff, our seven values guide what we do daily. Whatever our role or level, we commit to uphold these values as we work together to deliver world class care.



#### Net Zero and Sustainability.

UHCW NHS Trust, by virtue of its Green Plan, is committed to ensuring that the way we provide services minimises the impact on the environment and the future health of the public e.g. zero waste to landfill, reducing our carbon footprint and increasing our recycling and reuse percentages.

#### Job Summary

This is a new consultant post in Infectious Diseases and General Medicine which gives us an exciting opportunity to develop an integrated Infectious Diseases service in Coventry.

There is a recognised need to expand the existing Infectious Diseases service for the population of Coventry and Warwickshire to respond to the changes in the pattern of infectious diseases, including infections associated with returning travellers, and the increased numbers of patients presenting. Coventry now has a high incidence of TB and HIV including many co-infected patients (9%) and the complexity of cases reflects increasing foreign travel and changing population demographics.

Coventry has the highest rate of HIV infection in the West Midlands and the incidence of tuberculosis is only just under 39 cases per 100,000, which is the threshold for universal immunisation of neonates with BCG vaccination. The number of patients at risk from opportunist infections from therapeutic immunosuppression has also increased. As a tertiary referral centre for renal transplantation, haematology, and oncology services, with large Intensive Care Facilities, there is the opportunity to significantly improve the management of infectious disease in these patients. As part of the antimicrobial stewardship aspect of the service there is a continuing need to improve the prevention and management of multi-drug resistant and hospital acquired infections (HCAI), such as MRSA, ESBL, CPE and *Clostridium difficile*. In addition, infectious diseases department has a leading role in managing complex outpatient antimicrobial therapy (COpAT) which is delivered via Hospital at Home service.

### **Main duties**

As part of our commitment to patients and delivery of a world class service for all we have created the UHCW Improvement (UHCWi) System in partnership with the Virginia Mason Institute in Seattle; this involves a structured approach to removing waste and putting the patient first using a lean management system and methodologies. Our culture and ways of working reflect and embed the practices and methodologies of UHCWi. You are expected, where identified, to attend and complete relevant training and development opportunities to support this. This may include Lean for Leaders, Advanced Lean Training, and the Human Factors Programme, amongst others. Full attendance and completion of identified courses is considered essential and a pre requisite for this post.

This new consultant post in Infectious Diseases has therefore been established to further develop the infectious disease services in Coventry. The post will be based at University Hospitals Coventry and will help implementation of best practice for management of HIV, TB and other infectious diseases including infections in returning travellers, multi-drug resistant infections and healthcare associated infections through direct clinical contact and co-ordination of other specialities such as the respiratory medicine and genitourinary medicine teams. There are already established close links with the Microbiology and Virology services through the pathology network for Coventry and Warwickshire.

The three post holders will together provide inpatient ID services on a weekly basis (Monday to Friday) with the intention of ensuring daily consultant oversight on the ID ward. The ID ward has 24 beds. ID physician are lead the in-patient referral service for Infectious Diseases, deliver outpatient clinics and participate in running the CoPAT services. There are approximately 300 new referrals for outpatient clinics and 160 new referrals to TB service, approximately 800 follow ups in ID and 500 in TB outpatient clinics are seen annually. CoPAT service has current capacity for 30 patients at any given time.

### **Clinical**

Provide and further develop with clinical colleagues, Infectious Disease Services for the University Hospital of Coventry and Warwickshire NHS Trust and Coventry and Rugby ICB in collaboration with colleagues in all disciplines including primary and secondary care, where appropriate, to provide an integrated service for patients.

Take ongoing responsibility for patients under his/her care. Provide a consultation service and advisory service to other clinical colleagues in other specialities within the Trust and Primary Care, working closely with microbiology and virology in the Pathology Network.

Co-operate with the Directorate of Infection Control and the Infection Control team on management and treatment of HCAI. Take responsibility for improving and complying with infection control practices.

Participate in the development of the infectious disease service, treatment protocols and guidelines and to improve understanding of the management of infectious disease.

Contribute to multidisciplinary care of patient with TB and HIV, in conjunction with respiratory and genitourinary medicine colleagues.

Participate in the further developments of the urgent care model for acute problems in Infectious Diseases, and Acute Medicine, working closely with colleagues in the Acute Medicine and Emergency Department, as appropriate.

Participate in the further developments to Ambulatory Care pathways in both Acute Medicine and ID.

Develop and maintain collaborative relationships with medical colleagues in other specialties and participate in regular clinical meetings and other post graduate activities.

Take responsibility for the professional supervision and development of trainee doctors within the specialty. This will include the appraisal of Foundation trainees, Internal Medicine trainees and Specialist Registrars.

Develop and maintain good communications with General Practitioners and appropriate external agencies.

Demonstrate a firm involvement in Clinical Governance, Risk Management and Clinical Audit – this will include the development and maintenance of appropriate systems and practices to ensure continued safe clinical practice.

Ensure own practice is up-to-date. This will include taking responsibility for own Clinical Professional Development and participating in the Trust's Performance and Annual Review system. The Trust supports the requirements for CPD as laid down by the RCP and is committed to providing time and financial support for these activities.

To actively engage in annual appraisal. The Trust has the required arrangements in place, as laid down by the RCP to ensure that all doctors have an annual appraisal with a trained appraiser and supports doctors going through the revalidation process.

Participate in the educational activities of Medical Students from Warwick Medical School.

Participate in the GIM on call rota with an on-call frequency of 1:14 on call day and 1:14 weekend. PTWR only from 5 pm to 8:30 pm weekdays, handover: 830 pm to 9pm. Weekend 8:30 am to 1pm and then 5pm to 9 pm. Overnight telephone advice on call. handover: 830 pm to 9pm

Actively participate in research to complement the existing research portfolio.

Share responsibility for data protection arising out of the use of computers.

Comply with all relevant Trust Policies and Procedures.

Mentorship is available and is advised for newly appointed consultants.

### **Service Management**

The Infectious Diseases and Respiratory Medicine Department has a number of multi-disciplinary meetings. The new appointment will join the Infectious Diseases multidisciplinary group which meets weekly. In addition, there are monthly Respiratory and Infectious Diseases, Clinical Governance, QIPS and mortality and morbidity meetings. Appointed colleague will be expected to provide and develop Infectious Diseases services further for the Trust in collaboration with colleagues in all disciplines including primary and secondary care, where appropriate, to provide an integrated service for patients.

### **Service Improvement**

This post will also take a role in service improvement in Infectious Diseases generally. Review of key patient pathways including the development of services. Communicate the objectives and outcomes of this work.

### **Continual Professional Development (CPD)**

There will be access to mentoring for all new consultants as required.

Attention and aspiration to lifelong learning will be supported by the specialty group and the Trust to demonstrate safe and knowledge clinical capabilities.

The post holder will have a reflective approach to their own practice and will agree a programme of continuing professional development which meets his/her and service provision requirements.

Completion of a revalidation ready appraisal annually and undertaking multisource feedback at least once every five years in order to meet the requirements for revalidation.

The Trust supports the requirements for CPD as laid down by the RCP and it is committed to providing time and financial support for these activities.

### **Management and Administrative**

Undertake administrative duties associated with the care of their patients and the running of clinical areas.

Lead and manage the team through adaptable, visible, and modest leadership to ensure a committed approach is achieved. Standards will need to be driven by improvements with clear and explicit direction, encouraging constructive feedback and challenge from those involved.

Produce and support solution-focused decisions based on fact and not anecdote through recognising the value of involving different professional contributions, applying your knowledge appropriately.

Demonstrate financial awareness and understand the impact of your and your team's decisions.

Delegate tasks effectively and appropriately with realistic expectations of others.

Comply with Health and safety policies and procedures.

### **Mentoring**

The Trust offers a mentoring scheme for new Consultants, and this will be available to the post holder.

### **Research**

The Trust welcomes and encourages research as a high-profile activity that compliments the service provided. The emphasis being on studies that fall within the National Institute of Health Research portfolio, participate in national mandatory audits and locally with the departments audit programme.

The Speciality recognises that high quality research is an integral part of development and quality care and undertakes to support and encourage such activities wherever possible. UHCW is proud to have established Research and Development department which is responsible for approving all research projects within the UHCW NHS Trust and, if post holder wishes to pursue such activities, will be supported to do so with the agreement of the Group Clinical Director for Medicine. Research work would have additional SPA allocation for the relevant work upon discussion and approval in order to support the candidate to deliver these activities.

## **Clinical Audit and Governance**

The Trust is committed to providing patient care of the highest quality. Job plans are constructed to allow practical sessional commitment for medical audit, clinical governance and continuing medical education. The post holder will be required to participate in clinical audit activities including clinical audit meetings.

The postholder will have an objective team approach to and participation in the specialties efforts to monitor and improve standards and critical incident whilst actively supporting evidence-based guideline implementation.

## **Teaching**

The postholder will be required to participate fully in the education and training of medical students, postgraduate doctors in training and other members of the wider multidisciplinary members as appropriate. There are already established departmental teaching sessions where it will be expected from the post holder to be able to provide honest and constructive feedback in a supportive learning environment; to teach by example and encourage trainees to be curious. UHCW Grand Round that takes place in a lecture theatre on a weekly basis is a perfect platform for delivering educational and teaching sessions to the multidisciplinary audience.

In addition to the above, there are other exciting opportunities to get involved in further teaching and learning given that UHCW has partnership with Warwick Medical School which is based in one of the UK's foremost universities, to combine excellence in teaching and research with the highest quality medical educators.

Medical Education Department at UHCW oversees Teaching faculty and our post graduate team is made up of Post Graduate Co-ordinators and Tutors, with input from others in the Education Department including the Director of Medical Education and our FY1 and FY2 representatives. If the post holder wishes to get further involved in the educational aspect of their career, they will be supported to do so with the agreement of the Group Clinical Director for Medicine. Any additional work that is provided for the teaching would have additional SPA allocation for the relevant work upon discussion and approval in order to support the candidate to deliver these activities.

## **Job Planning**

A formal job plan will be agreed between the appointee and their Clinical Director on behalf of the Medical Director three months within the commencement date of the appointment. The job plan should be reviewed annually in line with the Trusts appraisal framework which includes revalidation. It will cover all aspects of a consultant's professional practice including clinical work, teaching, research, education and managerial responsibilities, including a clear schedule of commitments, both internal and external. It should include personal objectives, including details of their link to wider service objectives and details of the support required by the consultant to fulfil the job plan and the objectives.

The following timetable is indicative only and it provides the weekly overview of the clinical and non-clinical commitments; a mutually agreed job plan will be integral part of the Consultant appraisal. The job description will be in line with any changes in the job plan template negotiated by the Infectious Diseases Consultants presently in post.

There is secretarial support and adequately equipped office and IT facilities.

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>AM</b>	08:30-12:30 WARD ROUND <b>1DCC</b>	Off <b>1PA DCC</b> Dedicated to GIM on-call	08:30-10:30 <b>0.5 DCC</b> WR (review of all new admissions on unit) 10:30-1230 <b>0.5 SPA</b> Mandatory training	08:30-12:30 WARD ROUND <b>1DCC</b>	08:30-11:30 <b>0.75 DCC</b> patient related administration (clinic admin)
<b>PM</b>	1230-1330 <b>0.25 DCC</b> ID MDT 1330-1630 <b>0.75 ID</b> referrals <b>DCC</b>	TB clinic <b>1.00</b> <b>DCC</b> (5 new and 5 follow ups)	12:30-1630 Departmental meetings: Placement supervision group/QIPs(mortality/audit) 1:4 <b>0.25 DCC</b> Departmental teaching sessions and CPD 3:4 <b>0.75 SPA(core)</b>	12:30-1630 <b>1DCC</b> ID OP clinic (6 new patients and 2 follow ups)	11:30-13:30 <b>0.5 DCC H@H</b> 13:30-14:30 <b>0.25 SPA</b> Grand round 14:30-16:30 <b>0.5 DCC H@H</b>

\*Clinic template 1 DCC per 4 hour clinic

**\*\*Although Infectious Diseases do not cover a seven-day service, additional sessions can be undertaken at weekends either for remuneration or time back in lieu\*\***

**GIM on-call frequency of 1:14. PTWR 5 pm to 8:30 pm, handover, 8:30 pm to 9pm**

(a)	Hospital@Home:	1.0 DCC PA
(b)	Out-patients:	2.00 DCC PA
(c)	Administration	1.0 DCC PA
(e)	Ward work	2.50 DCC PA
(f)	ID MDT	0.25 DCC PA
(g)	GIM	1.00 DCC PA
(h)	ID Referrals	0.75 DCC PA
(i)	SPA	1.50 SPA PA

**Total DCC: 8.5 PA**

**SPA 1.5 PA**

Consultant appointments are made to the University Hospital Coventry & Warwickshire NHS Trust; as services are developed and changed, the base of posts may alter and any employee of the Trust will be expected, within an agreed clinical strategy, to move his/her sessions as the service requires. In particular, your attention is drawn to the fact that the post advertised may include routine evening and weekend working as part of the working arrangements for the new hospital the details of which are currently under discussion. The specific scheduling of such activities would be subject to mutual agreement and may be agreed later in the future.

**The Group Team comprises:**

Group Clinical Director (Medicine)	Dr Asad Ali
Clinical Lead	Dr Dhananjay Desai
Group Manager	Lorraine Owen
Associate Group Manager	Samantha Barran
Modern Matron	Suzanne Morgan
Human Resources Manager	Gurpreet Bhamra
Group Finance Manager	Charlotte Robinson

The staff and associated staff within the department are as follows:

Dr D. Desai (Clinical Lead for Respiratory Medicine and Infectious Diseases)  
Dr D. Parr (consultant in Respiratory Medicine)  
Dr V Cajic (consultant in Infectious Diseases, ID Governance Lead, TB service Clinical Lead)  
Dr E Vryonis (consultant in Infectious Diseases)  
Dr G. Kovacevic (consultant in Infectious Diseases and Acute Medicine, Hospital at Home Clinical Lead)  
Dr V. Drought (Governance Lead For Respiratory Medicine)  
Dr P. Puthran (consultant in Respiratory Medicine)  
Mrs Joanna Shakepeare (Consultant Clinical Scientist and Head Physiologist)  
Dr A. Bishopp (consultant in Respiratory Medicine)  
Dr P. Goodrem (consultant in Respiratory Medicine)  
Dr J. Bhat (consultant in Respiratory Medicine)

Post-graduate doctors in training across respiratory and infectious diseases departments:

Clinical Fellows: Two Respiratory Clinical Fellows.

Registrars: Three Respiratory Registrars on the West Midlands Respiratory Training Scheme are assigned to training across the respiratory wards. Currently, ID department at UHCW is not part of the infection speciality trainee's rotation for West Midlands.

Foundation Year 2, IMT, and GPVTS: Nine

Foundation Year One Doctors: Five

## Person Specification

**Job Title:** Consultant in Infectious Diseases Medicine

### Supporting Evidence

In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

	<b>Essential Criteria</b>	<b>Desirable criteria</b>
<b>Education &amp; Qualifications</b>	<ul style="list-style-type: none"> <li>• Full GMC Registration</li> <li>• MRCP or equivalent</li> <li>• Entry on the GMC Specialist Register for ID via:-               <ul style="list-style-type: none"> <li>○ CCT or CESR (CP). Proposed CCT/CESR (CP) date must be within 6 months of interview</li> <li>○ CESR or</li> <li>○ European Community Rights</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• MSc, MD, PhD or equivalent higher degree</li> </ul>
<b>Experience / Knowledge</b>	<ul style="list-style-type: none"> <li>• Thorough and detailed knowledge of medical audit, medical education, current clinical and medical best practice.</li> <li>• Understanding of the Clinical Governance process</li> <li>• Competent in basic information technology</li> <li>• Clinical training and experience equivalent to that required for gaining UK CST in Infectious Diseases and G(I)M</li> <li>• Broad clinical experience within Infectious Diseases and G(I)M</li> </ul>	
<b>Management &amp; Administrative</b>	<ul style="list-style-type: none"> <li>• Ability to lead, communicate, liaise and negotiate with others.</li> <li>• Ability to advise on efficient and smooth running of specialist service.</li> <li>• Ability to motivate, innovate and support staff of all disciplines.</li> <li>• Ability to manage and lead clinical team.</li> <li>• Ability to supervise, appraise, coach and mentor trainee and other doctors.</li> <li>• Awareness of health service reforms and issues across all healthcare economy</li> </ul>	
<b>Teaching &amp; Training</b>	<ul style="list-style-type: none"> <li>• Commitment to continuing medical education.</li> <li>• Ability to organise and participate in and evidence of teaching and training undergraduate and postgraduate students.</li> <li>• Experience in demonstrating clinical procedures and techniques to other health care professionals.</li> </ul>	
<b>Research, Audit &amp; Clinical Governance</b>	<ul style="list-style-type: none"> <li>• To be able to undertake complete audit cycle.</li> <li>• Ability to undertake multi-disciplinary audit.</li> <li>• Participated in completed clinical research projects.</li> <li>• Knowledge of clinical governance issues</li> </ul>	

	<ul style="list-style-type: none"> <li>• Interest and awareness of research methodology</li> </ul>	
<b>Communication skills &amp; abilities</b>	<ul style="list-style-type: none"> <li>• Caring attitude to patients</li> <li>• Enquiring, critical approach to work</li> <li>• Excellent inter-personal qualities</li> <li>• Credible and persuasive presence both amongst clinical and management colleagues</li> <li>• Ability to communicate effectively (written, public speaking and presentational) at all levels.</li> <li>• Ability to work within a multidisciplinary team</li> </ul>	
<b>Continued professional / personal development</b>	<ul style="list-style-type: none"> <li>• Commitment to own continuing education and professional development</li> </ul>	
<b>Commitment to Trust Values and Behaviours</b>	<ul style="list-style-type: none"> <li>• Must be able to demonstrate behaviours consistent with the Trust's values. (As detailed in UHCW's behaviour framework – attached).</li> </ul>	

## Contractual Responsibilities

- **Confidentiality:** The post holder must maintain confidentiality, security and integrity of information relating to patients, staff and other Health Services business.
- **Health and Safety:** All staff must be familiar with the Trust Health and Safety Policy, including a thorough understanding of personal responsibilities for maintaining own health and safety and others.
- **Risk Management:** All staff need a basic working knowledge of risk management to enable them to participate in identification and control of all business risks they encounter in their area of work.
- **Equality and Diversity:** Everyone has the opportunity to be treated with dignity and respect at work and has a clear responsibility to comply with the detail and the spirit of the Dignity at Work Policy.
- **Infection Control and Prevention:** The Trust is committed to minimising risks of healthcare associated infection to patients, visitors and staff. All employees are required to be familiar with and comply with Infection Prevention and Control policies relevant to their area of work.
- **Safeguarding Vulnerable Adults and Children:** The Trust is committed to ensuring the safeguarding of vulnerable adults and children in our care. All employees are required to be familiar with their responsibilities in this area and to raise any concerns as appropriate.
- **Conflict of Interest:** The Trust is responsible for ensuring that the service provided for patients in its care meets the highest possible standard. Equally, the Trust is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's Standing Financial Instructions require any officer to declare any interest, direct or indirect, with contract involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.
- **Working Time Regulations:** The Working Time Regulations 1998 require that you should not work more than an average of 48 hours in each working week. For example, in a 26 week period you should work no more than 1,248 hours. Employees may choose to opt out by providing written notification as appropriate.

**The above duties and responsibilities are intended to represent current priorities and are not meant to be an exhaustive list. The post holder may from time to time be asked to undertake other reasonable duties and responsibilities. Any changes will be made in discussion with the post holder according to service needs.**

## Our values in action

We live our values in action in our work with patients, visitors and colleagues.

- ✓ Being polite and introducing ourselves to everyone we meet.
- ✓ Treating everybody as individuals and respecting their needs.
- ✓ Being approachable, caring and helpful at all times.
- ✓ Communicating with patients, visitors and colleagues, respecting confidentiality and privacy.
- ✓ Taking the time to actively listen and understand individual needs.
- ✓ Being open and honest.
- ✓ Acknowledging that we don't always get it right.
- ✓ Speaking out when we see things aren't right and supporting others to do the same.
- ✓ Giving praise and saying thank you for a job well done.
- ✓ Celebrating and recognising personal, team and organisational achievements.
- ✓ Using the skills, experience and diversity of staff to better deliver our objectives and services.
- ✓ Actively working with patients and visitors to improve services.
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW.
- ✓ Taking personal responsibility for our own learning.
- ✓ Keeping up-to-date with mandatory and professional development
- ✓ Developing ourselves and others, independent of our job role or profession
- ✓ Taking personal responsibility to make improvements by suggesting new ways of doing things
- ✓ Taking opportunities to learn with and from others
- ✓ Embracing change and supporting others through it
- ✓ Putting in place ways to receive feedback and acting to change things
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW
- ✓ Working across boundaries to improve the experience of patients, visitors and colleagues

