

JOB DESCRIPTION

JOB DETAILS:

Job Title:	Trust ST3 in Trauma and Orthopaedics
Band:	MT04
Directorate:	Surgical Directorate
Department:	Trauma and Orthopaedics
Base:	Yeovil District Hospital
Responsible for:	0
Responsible to:	Clinical Director

Job Purpose:

- ☐ To work as part of the Orthopaedic Team to deliver a high quality service.
- ☐ To provide a service for patients referred for emergency or elective Orthopaedic care.
 - ☐ To assist and undertake operating sessions in main theatre and day theatre as appropriate working closely with the relevant Consultant.
- ☐ Daily activities consist of fracture & elective clinics and main & day theatres mirroring your assigned Consultant.
- ☐ To ensure all paperwork is completed efficiently with no delays reported.
- ☐ To actively participate in Risk and Clinical Governance sessions and undertake or encourage audits as appropriate.
- ☐ To maintain current knowledge/enhance skills by undertaking relevant study leave.
- ☐ To liaise with all Consultants regarding individual patients in a timely manner, acting on specific instructions / treatment.
- ☐ To give advice / support to Post Graduate Doctors.
- ☐ To participate in the on-call rota providing timely support to the Post Graduate Doctors.
- ☐ To attend the Emergency Department promptly when called.
- ☐ The post holder's professional progress will be reviewed annually by the supervisory Consultant.

- To participate in the teaching of Foundation and Post Graduate Doctors at the bedside as well as to Medical Students.
- To maintain a good working relationship with existing staff members in the hospital.
- To attend other hospitals within the Trust if so requested by the supervising Consultant.
- The post holder will undertake, exceptionally, to perform additional duties in occasional emergencies and unforeseen circumstances, attending the Emergency Department promptly when called.

Rota

This is a full time position and includes participation on the Trauma & Orthopaedic on call rota. This is an 8 person (1:8) non-resident on call pattern.

This is a full time – 40 hour per week post. There is usually ample scope to work extra hours if desired. Work is interesting and varied. There is a 1:8 on-call rota with prospective cover for nights and weekends. Daily activities consist of fracture & elective clinics and main & day theatres mirroring your assigned Consultant. This is not a deanery training post; however the department offers excellent opportunities for training and you will work alongside ST Doctors from the Severn deanery. The Hospital has a good record of preparing Doctors who have finished CT training for the step up to ST3. It is therefore, an ideal post for Doctors considering application to the ST programme.

Study and Training

This is a non-training post and therefore not approved by the Deanery. The post holder will, however, receive the same training and experience in line with the existing trainee doctors.

The post is designed to offer experience to Doctors who are intending to apply for the Specialty Training programme.

A Certificate of Readiness to Enter Specialty Training (CREST) form can be approved by your supervising Consultant(s) where applicable, subject to performance and meeting the criteria.

Clinical Governance

Meetings are held monthly. Audit projects, morbidity & mortality, critical incidents, other clinical governance topics and departmental matters are discussed. The Department has a PC, printer and scanner which are available for all in the Department to use. The hospital audit office assists with audit work and there is a well-resourced postgraduate library.

Conditions of Service

The appointee will be required to maintain General Medical Council (GMC) full registration with a licence to practise and revalidation and should follow the GMC's Code of Good Medical Practice.

The successful applicant will be employed under our Local Terms and Conditions of Service for Trust Appointed (Non-Training) Trust Grade Doctors (England) 2019.

They will receive a salary as detailed in the National NHS Pay Circular for Non-Training Medical and Dental Staff and the Work Schedule assigned to this role. The details can be found on the NHS Employers website: www.nhsemployers.org

Arrangements to Visit the Hospital

Any shortlisted applicant for this post who wishes to visit the hospital prior to interview should contact Mr Oliver Donaldson, Trauma and Orthopaedic Consultant, on 01935 384597.

Duties and Responsibilities

Communication and Key Working Relationships
Employees of Yeovil District Hospital, all levels of Medical Staff including Consultants, Associate Specialists, Specialty Doctors, Training Doctors and Post Graduate Doctors. Wider multidisciplinary team including Matrons, Sisters, Nurses, HCA's, other Healthcare Professionals, Business Managers and Rota Coordinators. This list is a guide and not exhaustive.
Planning and Organisation
Ensure all paperwork is completed efficiently with no delays reported. Ensure prompt starts to clinics and theatres. Ensure all patients are reviewed in a timely manner and attend the Emergency Department promptly when called.
Analytics
Undertake audits and research within the department
Responsibility for Patient / Client Care, Treatment & Therapy
Responsible for providing a service for emergency or elective orthopaedic patients under the supervision of the named consultant. Responsible for assisting and undertaking operating lists within main and day theatres.
Policy, Service, Research & Development Responsibility
Responsible for following all clinical and non-clinical policies. Responsible for taking part in audits, M&M reviews and clinical governance meetings (held monthly). To take part in department research trials.
Responsibility for Finance, Equipment & Other Resources
No financial responsibility
Responsibility for Supervision, Leadership & Management
Advise and support to post-graduate doctors. Run teaching sessions for post-graduate doctors. No line management responsibility.
Information Resources & Administrative Duties

Ensure letters are dictated and approved in a timely manner. Ensure patient results are checked and acted upon.
Any Other Specific Tasks Required

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Review of this Job Description

This job description is intended as an outline indicator of general areas of activity and will be amended in the light of changing service needs. This job description is to be reviewed in conjunction with the post holder on an annual basis.

General Information

At all times promote and maintain the safety of children by working according to the Trust's Child Protection Policy and supporting guidance. Being pro-active and responsive to child protection concerns by early reporting, recording and referral of issues according to Trust arrangements. Attending child protection training that is appropriate to your role.

Confidentiality The post holder will maintain appropriate confidentiality of information relating to commercially sensitive matters in regard to Trust business, and also to personal information relating to members of staff and patients. The post holder will be expected to comply with all aspects of the Data Protection Act (1998), the Staff Code of Confidentiality and the IT Security and Acceptable Use Policy.

Equality & Diversity

Somerset NHS Foundation Trust is committed to achieving equality of opportunity for all staff and for those who access services. You must work in accordance with equal opportunity policies/procedures and promote the equality and diversity agenda of the Trust.

Safeguarding

All employees have a duty for safeguarding and promoting the welfare of children and vulnerable adults. Staff must be aware of the Trust's procedure for raising concerns about the welfare of anyone with whom they have contact.

Risk Management / Health and Safety

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act 1974, ensure that agreed safety procedures are carried out and maintain a safe environment for employees, patients and visitors.

Records Management

The post holder has responsibility for the timely and accurate creation, maintenance and storage of records in accordance with Trust policy, including email documents and with regard to the Data Protection Act, The Freedom of Information Act and any other relevant statutory requirements.

Clinical Governance

The post holder will be expected to participate in clinical governance activities to assist the Trust to provide high quality services.

Prevention and Control of Healthcare Associated Infection

The post holder is expected to comply with Trust Infection Control Policies and conduct themselves at all times in such a manner as to minimise the risk of healthcare associated infection.

Smoking

The Trust operates a 'non-smoking' policy. Employees are not permitted to smoke anywhere within the premises of the Trust or when outside on official business.

Policies & Procedures

Trust employees are expected to follow Trust policies, procedures and guidance as well as professional standards and guidelines. Copies of Trust policies can be accessed via the staff intranet or external website or via your manager.

Sustainability Clause

Somerset NHS Foundation Trust is committed to creating a sustainable business. Staff employed by the Trust, are required to think about their actions in the course of their work and make positive steps to reducing, reusing and recycling wherever and whenever possible.

Person Specification

This is a specification of the Qualifications, Skills, Experience, Knowledge, Personal Attributes and Other Requirements which are required to effectively carry out the duties and responsibilities of the post (as outlined in the Job Description).

Requirement	Essential / Desirable	How Assessed
<u>BEHAVIOURS ALIGNED WITH TRUST VALUES</u> <ul style="list-style-type: none"> Outstanding care Listening and leading Working together 	E E E	Interview & Application form
<u>QUALIFICATIONS & TRAINING</u> <u>Evidence of Qualifications required</u> <ul style="list-style-type: none"> MBBS or equivalent MRCS at the time of applying Full Royal College Membership at time of applying Full GMC Registration and hold a licence to practice at time of applying Evidence of commitment to continuing Professional Development – willingness to undertake relevant courses 	E E E E E	
<u>SKILL, ABILITIES AND KNOWLEDGE</u> <ul style="list-style-type: none"> Evidence of ability to communicate Effectively in English, both written and oral Willingness and ability to fulfil the key elements of the job description Evidence of commitment to pursue a career in Orthopaedics Evidence of ability to analyse and diagnose situations and prioritise and act accordingly Evidence of ability to develop effective Partnerships and team building 	E E	D D D
<u>EXPERIENCE</u> <ul style="list-style-type: none"> Completed F1 & F2 training programme in the UK or equivalent Completed CT1/ ST1 programme in the UK or equivalent Experience at or completion of CT2 / ST2 training programme in the UK or equivalent 	E E E E	

<ul style="list-style-type: none"> • Experience of working in the UK or equivalent health care system other than a clinical attachment • Commitment to team approach and multidisciplinary working 	E	
COMMUNICATION SKILLS <ul style="list-style-type: none"> • Evidence of a good standard of Literacy / English language skills 	E	
OTHER <ul style="list-style-type: none"> • Willingness to use technology to improve standards of care and support to our patients 	E	

SUPPORTING BEHAVIOURS

To carry out this role successfully the post holder needs to be fully aware of and adhere to Trust values/standards and reflect these as their behaviours:

Outstanding Care:

- We treat everyone with dignity, kindness and respect.
- We involve patients, relatives, carers and colleagues in decision-making.
- I ensure that my actions contribute to outstanding care regardless of my role.
- I admit mistakes, apologise and learn from them.
- I champion the health, safety and wellbeing of patients, relatives, carers and colleagues.
- I speak up when others cannot.

Listening and Leading:

- I lead with empathy, taking responsibility for how my emotions and actions affect others.
- I inspire others to embrace change, encouraging them to see their part in the bigger picture.
- I strive to be the best I can be.
- I value the opinions and contributions of colleagues, patients and others.
- I encourage innovation and am open to new ideas.
- I listen with interest and take action if I am able.

Working Together:

- I collaborate with others to achieve shared goals.
- I communicate clearly and appropriately.
- We work together to overcome challenges.
- I ask for help and always assist those in need.
- I thank colleagues for their contributions and celebrate shared successes.
- I use resources effectively, treating every £ as if it were my own

