

Consultant in Neurophysiology

Principal location: Central Middlesex Hospital

Division: Integrated medicine

Contract: Permanent

Hours: Full time 10 PA's

Rota: N/A

Responsible to: Clinical Director

Reporting to: Clinical Lead

Tenure: Substantive



Royal College
of Physicians | Approved



**Quality at
our HEART**

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Introduction

About us

London North West University Healthcare NHS Trust (LNWH) cares for the people of Brent, Ealing, Harrow and beyond. Our team of more than 8,200 clinical and support staff serve a diverse population of almost one million people.

We run major acute services at:

- Ealing Hospital: a busy district general hospital providing a range of clinical services, as well as 24/7 emergency department and urgent care centre, and specialist care at Meadow House Hospice
- Central Middlesex Hospital: our planned care site, hosting a range of surgical and outpatient services and collocated with an urgent care centre.
- Northwick Park Hospital: home to one of the busiest emergency departments (A&E) in the country. The hospital provides a full range of services including the country's top-rated hyper-acute stroke unit and one of only three hyper-acute rehabilitation units in the UK
- St Mark's Hospital: an internationally renowned specialist centre for bowel disease

We continue to lead the way in several clinical services. Examples of excellence can be seen in our stroke service which is rated the best in the country and at St. Mark's Hospital, an internationally renowned specialist centre for colorectal diseases. We are also a leading provider in undergraduate and postgraduate medical training and education.

We are proud to be leaders in a number of clinical areas. Examples of excellence can be seen in our stroke service which is rated the best in the country and at St. Mark's Hospital, an internationally renowned specialist centre for colorectal diseases.

Key locations

Our hospital services are provided across four acute sites. These are **Central Middlesex Hospital, Ealing Hospital, Northwick Park Hospital** and **St Marks' Hospital**.

Central Middlesex Hospital in Park Royal opened in 2006 and is the main provider of health services for the residents of Brent. The hospital provides specialist services in a modern environment for illnesses common in the local area, including asthma, diabetes and sickle cell. Brent has one of the highest populations of patients with

sickle cell disease in the country. The Brent Sickle Cell and Thalassaemia Centre is based at the hospital to provide specialist care for patients with the condition.

Ealing Hospital officially opened in 1979. It is a busy district general hospital providing a range of clinical services including A&E, 24/7 urgent care centre, ENT and cardiology. The hospital predominantly provides secondary care to its local areas across Greenford, Hanwell, Northolt, Southall and West Ealing.

Northwick Park Hospital was officially opened by Queen Elizabeth II in 1970. It is home to the hyper-acute stroke unit, one of only eight such units in London. In December 2014 Northwick Park Hospital's £21m state-of-the-art A&E department opened its doors and in January 2016 the new Acute Medical Unit opened providing a total of 63 new beds across the Crick, Darwin and Elgar wards. Medical research, both preclinical and clinical, has been a key feature of the hospital site since the opening and in 1994 the Northwick Park Institute for Medical Research (NPIMR) was formed. By maintaining top-rate research facilities and providing excellence in surgical training, NPIMR ensures the highest standard of science for translation into clinical care.

Northwick Park Hospital also retains complementary and enhanced research activity in several regional specialist units such as the Kennedy-Galton Centre (clinical genetics), the Lister Unit (infectious diseases) and a regional rehabilitation unit.

St Mark's Hospital was founded in 1835 and has developed an international reputation as a specialist postgraduate teaching hospital for patients with intestinal and colorectal disorders. St Mark's is developing a closer academic relationship with Imperial College, in line with the Trust's academic strategy. The hospital moved from the City Road in central London in 1995 to Northwick Park Hospital before moving to Central Middlesex Hospital during the acute phase of the Covid-19 pandemic.

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.

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

Trust and divisional management

Read our executive and non-executive biographies at 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](#). 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.

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.

Particulars of the post and department

You can edit this section to suit the job. Enter the job summary here. If you need to format text, use the styles in the **Home** ribbon, above.

Do not use italics or underlines (unless you're linking to a website or other document).

The department

The Neurophysiology Department at LNWH is based at Central Middlesex Hospital and you will be working in a team with two consultants and three well established senior clinical physiologists. The post-holder will provide neurophysiology services (adult and paediatric) to the three hospitals within the trust. The post holder will support the upcoming physiologist-led carpal tunnel clinics and be expected to provide training for them. Other duties include adult and paediatric EEG reporting.

Medical staff of LNWH Neurophysiology

Name	Whole time Equivalent
Dr Arjuna Nagendran Consultant Neurophysiologist	0.5
Dr Sunil Wimalaratna Consultant Neurophysiologist	0.3
Consultant Vacant Post	1.0
Neurophysiology Technicians (Band 7)	2.6

Duties of post

We are looking for a dynamic and friendly colleague to join the existing Neurophysiology team at Central Middlesex Hospital. This post is offered on a full time (10 PA) basis although less than full time applications will be considered.

The post-holder will be required to deliver regular adult EMG clinics (c15 outpatients), referred from within the three hospitals located within the trust, as well as provide an ad-hoc portable EMG service for inpatients (1-3 per week). The post holder will support the upcoming physiologist-led carpal tunnel clinics and be expected to provide training for them. Other duties include adult and paediatric EEG reporting (c22 per week).

We aim to improve and expand the current department to include ambulatory EEG and broaden electrophysiology services.

The candidates will be encouraged to remain committed to continuous professional development, audit and revalidation. Mentorship will be arranged by the Trust on appointment. There are no on call duties within these jobs but if the candidate does work weekends, then suitable time will be consideration of time off in lieu.

Candidates will be supported by secretarial staff, office space and IT. Prospective candidates wishing to discuss the post or to visit the Neurophysiology Department should contact the Clinical Lead of Neurology, Dr Pooja Dassan (pooja.dassan@nhs.net), or the Lead Clinical Physiologist, Mrs Mina Hakda (mina.hakda@nhs.net).

Appraisal and Revalidation

The Trust operates an annual consultant appraisal scheme which utilises for part of it a medical audit. Each individual consultant has a designated clinical lead that performs their appraisal. Each of the clinical leads performing appraisals has received appropriate in-house training. A copy of the Trust's Consultant Appraisal Policy is available upon request.

The post holder will have the opportunity to review their job plan with the Clinical Lead at least annually. The Trust has the required arrangements in place, as laid down by the Royal College of Physicians, to ensure that all doctors have an annual appraisal with a trained appraiser and supports doctors going through the revalidation process.

Mentoring

The Trust appreciates the degree of change on becoming a consultant in a new post. A mentorship programme is available to new consultants in the Trust and the new post-holder would be encouraged to be mentored.

Consideration of time off in lieu

The post holder will be expected to take regular rest breaks including lunch and will be entitled to take time off in lieu for additional necessary work carried out outside of contracted hours.

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).

Administrative support:

The appointee will be given appropriate shared office accommodation with the provision of personal computer equipment (email and internet access), telephone and secretarial support.

Appendix A: Job plan

Draft job plan for full-time post (negotiable)

Completed by: Dr Pooja Dassan

Date: 22/03/2024

Day	Morning	Afternoon
Monday	CPD 1 SPA	Admin – Triaging 0.5 DCC Technician Supervision 0.5 SPA
Tuesday	EMG 1 DCC	EMG Reporting 1 DCC
Wednesday	EMG Clinic 1 DCC	Admin – Triaging 0.5 DCC Technician Supervision 0.5 SPA
Thursday	EMG Clinic 1 DCC	EMG Clinic 1 DCC
Friday	EMG Clinic 1 DCC	EMG Reporting 1 DCC

The indicative timetable is based on 10 PAs (whole-time equivalent)

This plan is provisional and subject to mutual agreement with the Clinical Director of Medicine & Therapies. Occasionally, adjustments to clinical sessions may occur as service provision patterns evolve, following negotiation with the service and clinical director.

Appendix B: Person specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • MB BS, or equivalent • MRCP (UK) or • On the Specialist Register in Neurophysiology (or within 3 months of date of interview) 	
Registration	<ul style="list-style-type: none"> • On GMC registered Medical Practitioner GMC specialist registration or within 6 months of CCT 	
Knowledge and Expertise	<ul style="list-style-type: none"> • At least 4 years training in clinical neurophysiology • Ability to perform and report on neurophysiological examinations to a consultant level. • Knowledge and experience in neonatal and paediatric EEG. • Evidence of continuing medical education (existing consultants must demonstrate active participation in CPD) • Adult EMG expertise • Higher Specialist Training in Neurophysiology 	<ul style="list-style-type: none"> • At least 6 months experience of paediatric and neonatal EEG
Teaching	<ul style="list-style-type: none"> • Experience of teaching and training undergraduates, postgraduates and junior medical staff 	

	Essential	Desirable
Management and Audit	<ul style="list-style-type: none"> • Understanding the principles of clinical governance and its implications • Leadership skills • Ability to organise and prioritise workload effectively. • Ability to organise research and work within research governance procedures • Ability to plan strategically and to exercise sound judgements when faced with conflicting pressures. • Ability to motivate and develop the multi-disciplinary team, balancing departmental and personal objectives. • IT skills and computer literacy • Understanding and experience of audit 	<ul style="list-style-type: none"> • Management qualification or current study towards management qualification. • Evidence of service audit, design or change management. • Knowledge of finance/budgets • Ability to teach and experience of teaching
Research/publications	<ul style="list-style-type: none"> • Knowledge of research methodology 	<ul style="list-style-type: none"> • Training in research methodology. • Publications in peer review journals • Presentations to learned societies. • Phd/MD Thesis
Language	<ul style="list-style-type: none"> • Are able to speak and write English to the appropriate standard necessary to fulfil the • job requirements 	

	Essential	Desirable
Personal skills	<ul style="list-style-type: none"> • Energy and enthusiasm and the ability to work under pressure. • An enquiring and critical approach to work. • Caring attitude to patients. • Ability to communicate effectively with colleagues, patients, relatives, GPs, nurses and other staff and agencies. • Commitment to Continuing Medical Education and Professional Development. • Finance; • Knowledge of finance and budgets • Patient Care: • Commitment to deliver a high-quality service with patient welfare at forefront of practice. 	

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 £93,666 – £126,281 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.