

## Job Description & Person Specification



Job title: Clinical Fellow, Virtual Hospital  
Grade: ST3+ level

# Job Description

## 1. General Information

Job title: Senior Clinical Fellow

Grade: ST3+ level

Department: Virtual Hospital (VH)

Division: Medicine

Reports to: Clinical Lead for Virtual Hospital / Lead (pathway dependent)

Accountable to: Clinical lead for Virtual Hospital

DBS Clearance required: Yes, enhanced

## 2. Key relationships

The post holder will be required to build relationships with a range of clinical and non-clinical staff, both internally within the VH team, and externally, with others from different directorates, and within the community team under Central London Community Hospital Trust (CLCH).

Key working relationships will be with (but not limited to):

- VH Clinical Lead
- Divisional Senior Management Team at West Hertfordshire Teaching Hospital Trust (WHTH)
- BI and data team in WHTH
- Operational and administrative team members
- Clinician colleagues involved in VH pathway delivery in CLCH, WHTH, HCT (as appropriate) and primary care.

WHTH Medicine Directorate

The VH service sits under the Medicine Directorate, whilst holding pathways from other directorates such as the Post-Operative Colorectal Pathway.

Our Medicine Divisional Director is Dr Niall Keenan. Kira Martin is the Medicine Divisional Manager for Medicine and the VH Assistant Divisional Manager (ADM) is Jessica Scott.

Respiratory

Currently, the VH has two pathways with respiratory input. The clinical lead for Respiratory Services is Dr Matthew Knight.

Respiratory Medicine	A. Barlow D. Evans R. Mogal A. Jayaratnam A. Singh R Vancheeswaran	J. Cairn M. Knight P. Nandasiri F. Odhiambo E Zinkin
----------------------	---	--

Dr Eleanor Zinkin is the pathway lead for Asthma, Bronchiectasis and COPD (ABC) VH pathway.

Dr Edward Hiller is the pathway lead for Acute Respiratory Infections (ARI) VH pathway.

#### Cardiology

The clinical lead for Cardiology is Dr Michael Koa-Wing.

ADM for Cardiology is Sarah Robertson.

#### Southwest Hertfordshire Partnership

The VH sits under the partnership of both CLCH and West Hertfordshire Teaching Hospitals Trust (WHTHT).

Within CLCH sits the Rapid Response Team, Frailty VH pathway and Urgent Care Response Team who all help support the VH.

### 3. Job Summary

Full or part time applicants are invited to apply for this exciting clinical fellowship post in virtual hospital, digital technology and remote monitoring. This post is designed with either senior trainees (ST3+ level seeking to take an OOPPE to develop advanced skills) or post CMT trainees (ST3+ level seeking to gain a firm foundation before applying for speciality training) in mind. Applications from colleagues across the full range of specialties are welcomed.

West Herts Virtual Hospital has attracted national attention with Amanda Pritchard, Chief Executive of NHSE, who recently visited our set up. There's a short YouTube video to give a flavour of what's involved (<https://youtu.be/HZZfprv8ZVc>).

The post will offer enhanced training with dedicated time in West Herts' nationally renowned virtual hospital, which currently has 4 distinct 'wards' for heart function (HF), ABC, ARI and Frailty as well as in some of our smaller pathway such as post-surgery.

The VH clinical fellows provide day-day support to the virtual hub supporting the growing team of specialist nurses in the identification, review (in-patient), on-boarding and then monitoring of patients.

The post holder for the VH Fellow role is expected to deliver and maintain the various pathways running within the acute VH Hub. As such, they must receive and communicate highly complex, sensitive, or contentious information (written and verbal) and will be expected to work to overcome barriers to understanding with senior colleagues, executives, and external stakeholders.

In addition, there's an expectation that the fellows will link with industry partners to review our current technology and RPM solutions (remote patient monitoring) and look to the future to see how we can evolve. There are significant research opportunities for IT/data literate trainees as we've curated >1000 discharged patients data feeds. Within this there's continuous monitoring streams patients for several key physiological parameters. Questions around identifying patterns to stratify at risk patients remain to be answered. You will also be encouraged to pursue an affiliated

post graduate qualification and to engage with the Faculty of Clinical Informatics (FCI welcome - Faculty of Clinical Informatics).

Dr Keenan was until recently AMD for Innovation and Strategy. Dr Richard Burrige is the newly appointed CCIO.

You will be expected to participate in the daily board rounds, review patients remotely, and occasionally bring patients up to the hospital for in person reviews. Take an active role in Cardiology and Respiratory MDTs furthermore, you are expected to enhance the vital link between patients on outlier wards with the VH team and the specialist service.

#### **4. Primary duties and areas of responsibility**

- To deliver and maintain the various pathways running within the acute VH Hub.
- To clearly and concisely communicate complex and highly sensitive information
- To overcome barriers to providing hospital at home services with key stakeholders
- To support the follow up clinic for patients discharged from the VH.
- To support the identification, reviewing (in-patient), on-boarding and monitoring of patients.
- To attend, and participate in, board rounds, MDTs and other key VH meetings.
- To work as part of a multi-disciplinary team to deliver the best patient care
- To take part in VH governance arrangements and morbidity and mortality meetings as required.

#### **5. On-call requirements**

There will be no expectation to participate in acute GIM on call (aside from advertised extra shifts outside normal working hours). Instead, the successful applicants will support the consultants in providing weekend cover for the virtual hospital 1:4.

Indicative job plan:

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Weekends</b>
VH Hub/in-patient clinical reviews	VH Hub/in-patient clinical reviews	VH Hub/in-patient clinical reviews	OUT PATIENT CLINIC (sub-specialty-Trainees' choice)	VH Hub/in-patient clinical reviews	X1 weekend/month
ABC MDT	ABC MDT	ABC MDT	ABC MDT	ABC MDT	

Medical take liaison- identifying patients for admission prevention	Medical take liaison- identifying patients for admission prevention	MDT	POST GRADUATE STUDY	Medical take liaison- identifying patients for admission prevention	
--	--	-----	---------------------------	--	--

## Person specification

**Job Title: Senior Clinical Fellow, Virtual Hospital**

**Grade: ST3+ level**

	<b>Essential Requirements</b>	<b>Desirable Requirements</b>
<b>Education and Qualification</b>	MRCP or Equivalent  MBBS  IT literacy	
<b>Knowledge</b>	Acute GIM competencies  Have completed IMT2 or equivalent	Higher degree: MSc or PhD
<b>Experience</b>	Involvement in audit/ Quality improvement	
<b>Skills</b>	Ability to work in a team  Excellent written and verbal communication skills	Demonstrated interest in the sub-spec/ themed strand of the post  High competency levels in IT, programming and computer literacy

## Additional information

- The duties and responsibilities outlined in the job description although comprehensive are not definitive and you may be required to perform other duties at the request of your manager.
- This job description is designed to reflect duties currently incorporated in this post. These may change in the light of changes in the service provided by the Trust. Any such changes will be fully discussed with the post holder.
- It is the responsibility of all staff to be aware of the risks in their working environment and to ensure that all working practices are undertaken in such a way that risks are minimized. All staff must report risks in line with Trust policy and take the necessary action to ensure that colleagues, patients, and visitors are not exposed to unnecessary or avoidable risk.

<b>Dignity &amp; Respect</b>	The Trust requires that you treat others with dignity and respect and that you do not harass or otherwise discriminate against any other member of staff, patient or visitor to the Trust or employees of any associated employers or contractors of the Trust on the grounds of sex, age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, religion or belief and sexual orientation.
<b>Values Based Appraisals</b>	All staff employed within the Trust will be expected to participate in the annual values based appraisal process for themselves and any staff accountable to them.
<b>Rehabilitation Of Offenders Act</b>	Under this Act, offences which are 'spent' need not be revealed to a potential employer. However, there are some occupations which are exempt from the Act. Under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, all employees of the Trust are not protected by the Act and therefore employees and applicants do not have a right not to reveal 'spent' convictions if asked. Further information can be found via: <a href="https://www.gov.uk/government/organisations/disclosure-and-barring-service">https://www.gov.uk/government/organisations/disclosure-and-barring-service</a>
<b>Health Clearance</b>	All appointments are conditional upon prior health clearance. Failure to provide continuing satisfactory evidence if required, e.g. of immunization, will be regarded as a breach of contract.
<b>Professional Registration</b>	Staff undertaking work which requires professional registration are responsible for ensuring that they are registered with the appropriate professional body and that they comply with any Codes of Conduct applicable to that profession. Proof of registration must be produced on appointment and at any time on request.
<b>Work Visa / Permits / Leave To Remain</b>	If you are a non-resident of the UK or EEA you are required to have a valid work visa and leave to remain in the UK, which is renewed as required. The Trust is unable to employ or continue to employ you if you require but do not have a valid work visa and/or leave to remain in the UK.
<b>Confidentiality / Data Protection / Freedom of Information</b>	Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person those staff will be liable to dismissal. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information. Following the Freedom of Information Act (FOI) 2005, post holders must apply the Trust's FOI procedure if they receive a written request for information.

## Our commitment to you

West Hertfordshire Teaching Hospitals NHS Trust is committed to recruiting the best person for the job, based solely on their ability and individual merit as measured against the criteria for the role; through a process that is fair, open, consistent, and free from bias and discrimination.

We are committed to being a diverse and inclusive employer and foster a culture where all employees are valued, respected and acknowledged. All applicants will be considered for employment without regard to age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

We particularly welcome applications from Black, Asian and Minority Ethnic communities, people with disabilities and/or long-term health conditions and LGBT+ community members. We have policies and procedures in place to ensure that all applicants and employees are treated fairly and consistently. We are proud to be accredited as a Disability Confident Employer, with a number of active staff networks. Staff network members create a positive and inclusive work environment at West Hertfordshire Teaching Hospitals NHS Trust by actively contributing to the Trust's mission, values and efforts specific to inclusion.

We ask all applicants to tell us about their personal information to help us monitor our processes and ensure that we treat everyone fairly.





# Staff benefits and rewards

## Supporting you

- Our Employee Assistance Programme (EAP) is a free service for staff provided by Vita Health. It's here to help you manage all of life's events 24/7 365 days a year.
- We have a spiritual care team offering support to people of all faiths.
- The Trust offers health and wellbeing days which includes free massage and relaxation treatments, in addition to fitness classes.

## Flexible Working

- At West Herts we recognise the importance of a good work life balance and the ability to work flexibly. We are delighted to offer a variety of flexible working options for all staff. Please check out our web page for more information.
- <https://www.westhertshospitals.nhs.uk/flexibleworking/>

## Annual leave

- You get 27 days on starting, 29 days after 5 years and 33 days after 10 years' service (excludes bank holidays).
- If you already have NHS service, then we will honour this in terms of your annual leave entitlement.
- We have a range of flexible working options across the Trust including part-time hours and home working.

## Discounts

- You can order bikes and safety accessories with our Cycle to work scheme staff benefit.
- Discounted childcare at our onsite Busy Bees nurseries.
- Free eye tests.
- Free quarterly health checks, massages, and fitness classes.
- Discounted gym memberships including Anytime Fitness and Nuffield Health.

## NHS Pension

- One of the UK's best pension schemes, the NHS pension offers an excellent package of benefits. Visit: [www.nhsbsa.nhs.uk/pensions.aspx](http://www.nhsbsa.nhs.uk/pensions.aspx) for more information on NHS Pensions.

## Maternity/Paternity Pay & Shared Parental Leave

- Female staff with at least one years' service can benefit from up to a year's leave, 8 weeks of which are full pay, then 18 weeks at half pay plus Statutory Maternity Pay.
- The Trust also provides two weeks paternity leave for partners at full pay, for those with at least one years' service. Further information outlined in the policy.

## **Development Opportunities**

- The Trust offers over 300 online courses that staff can undertake either at home or in the workplace.
- Staff may be eligible for funding to undertake an apprenticeship or a foundation degree, or undertake courses provided by the University of Hertfordshire or an alternative course provider.
- The Trust has a Coaching Network and trained coaches within the Trust are matched with staff of all disciplines to provide a powerful development opportunity.

## **Staff Recognition**

- The Trust recognises its staff through Long Service Awards, Stars of Herts Awards and through an Annual Stars of Herts event.

## **Library**

- The library staff are committed to providing an efficient service, offering the latest and most appropriate collections, along with a study environment supported by advice and guidance on finding information.
- Staff can ask the library to search for information, evidence and publications.

## **Staff Networks**

- The Trust has an equality and diversity staff network providing support for staff. This includes Disability, Carers, BAME and LGBT+ networks.
- The Trust recognises several trade unions and works in partnership with Unison, Unite, BMA and RCN to name a few.
- The Trust has a range of peer support networks which include Wellbeing Champions and Mental Health First Aiders.

## **Temporary Staffing via Bank**

- A fantastic opportunity to gain additional experience and keep your skills up to date
- Flexible shift patterns
- Competitive weekly pay and access to 'NHSP Stakeholder pension' for eligible members

## **Schwartz Centre Rounds**

- A forum where all staff (clinical and non-clinical) can come together regularly to discuss the emotional and social aspects of working in healthcare.
- Helps staff to feel more supported in their jobs and allows them the time and space to reflect

## **Engagement Events**

- Annual engagement events at West Hertfordshire Teaching Hospital include, Well Fest All Stars Awards Night, Afternoon Tea's and much more.