APPOINTMENT OF A
FULL TIME CONSULTANT
ORAL AND MAXILLOFACIAL SURGEON

JOB DESCRIPTION

APRIL 2018
INTRODUCTION
You will be joining the existing 4 Consultants providing Oral & Maxillofacial Surgery Services to the County of Shropshire and a substantial part of the adjacent Welsh County of Powys with a combined catchment population of approximately 560,000 and rising. The applicant would be expected to join the current Maxillo Facial Team at the Royal Shrewsbury Hospital and participate in the further development of this service in Shropshire.

The Head & Neck Centre is within the Royal Shrewsbury Hospital and is now part of the Greater Midlands Cancer Network. It is a busy unit, dealing with approximately 100 new cases of cancer per year. We have a full and integrated multi disciplinary team with Macmillan’s CNS and speech therapy input. Radiotherapy services are on site and currently a new Lingen Davies has opened at The Royal Shrewsbury Hospital.

We are entering an exciting period here at The Shrewsbury and Telford Hospital NHS Trust. We have been guaranteed more than £300 million pounds to develop our hospitals into two state of the art facilities that will offer greatly improved environments, more sustainable staffing and better facilities. It will make SaTH a better place to work, in turn making it a better place to receive care.

Over the last two years we have been building the foundations of a better future through our work with Virginia Mason and our own transforming care institute (TCI). We have introduced a leadership academy with more opportunities for development so all our leaders support, coach and perform at the highest levels, celebrate the hard work of our staff and recognise the wonderful improvements that are being made each and every day. This is a vital stepping stone to ensure we are equipped for our better future and realising our vision of providing the safest and kindest care for our patients.

Leadership is about supporting teams to be the best they can be. As we move forward together it is vital all our teams understand their important role in delivering this brighter future for everyone.

THE POST
This is post to part of a succession plan due to colleague retirement in the next couple of years. You will join a team of 4 existing OMFS surgeons. The Inpatient Unit is situated at the Princess Royal Hospital with a dedicated ward for adults, plus access to paediatric beds. The operating theatres are on the same level and a short distance from the inpatient ward.

OUT-PATIENTS
Full Outpatient services are provided at the Royal Shrewsbury Hospital and the Princess Royal Hospital and you will undertake Outpatient Clinics at both Hospitals.

The departments undertake all aspects of Oral & Maxillofacial Surgery, other than cleft lip and palate surgery and craniofacial surgery. The outpatient departments at both the Royal Shrewsbury and Princess Royal hospital are shared with the Consultant Orthodontists and Consultant Restorative Dentist,

There are weekly Head & Neck Multidisciplinar y Team (MDT) meetings and Skin Cancer MDTs at the Royal Shrewsbury Hospital with video link to the Princess Royal Hospital.

Maxillofacial and orthodontic laboratories are situated at both Hospitals.

SPECIALIST OUT-PATIENT CLINICS
You will have a specialist cancer and skin clinic at least once a week. There is a degree of flexibility as to the exact location but currently the cancer clinic is at the Royal Shrewsbury Hospital following the
morning MDT, and the skin clinic is also at the Royal Shrewsbury Hospital. There is full support from the McMillan Specialist Cancer nurses who are an integral part of the clinic settings.

**IN-PATIENT ACTIVITY**

In-patient beds are situated in the Head & Neck section of ward 17 the Princess Royal Hospital and shared with the ENT team. There is access to HDU and ITU beds.

**DAY CASE SURGERY**

Lists for adults and children are carried out at both the Royal Shrewsbury Hospital and Princess Royal Hospital in dedicated Day Case Units.

**SPECIAL INTEREST**

You would be required to have a special interest in head and neck cancer with microvascular free tissue transfer techniques along with skin cancer management and treatment. The post will involve an approximate 50:50 split between the two subspecialty areas.

**OTHER SERVICES**

We are fully supported by Intensive Care, Radiotherapy and Pathology services. There is CT and MRI available on both sites. A Chemotherapy Day Unit in conjunction with Macmillan Foundation has recently been constructed and is now open at RSH. A second Linear Accelerator has recently been opened at RSH and a further brand new MRI scanner has just been installed at PRH.

**PROPOSED WEEKLY TIMETABLE**

See Appendix 1.

**CONSULTANT STAFF IN ORAL & MAXILLOFACIAL UNIT**

<table>
<thead>
<tr>
<th>MAXILLOFACIAL CONSULTANTS</th>
<th>BASE</th>
<th>SPECIAL INTEREST</th>
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</thead>
<tbody>
<tr>
<td>Mr A F Messahel</td>
<td>PRH</td>
<td>Orthognathic Surgery, Trauma Surgery, Paediatric Surgery, TMJ Surgery, General Oral/Maxillofacial Surgery</td>
</tr>
<tr>
<td>Clinical Lead</td>
<td>PRH</td>
<td></td>
</tr>
<tr>
<td>Mr A D MacBean</td>
<td>PRH</td>
<td>Orthognathic Surgery, Paediatric Surgery, General Oral/Maxillofacial Surgery</td>
</tr>
<tr>
<td>Mr D Oloyede</td>
<td>PRH</td>
<td>Orthognathic Surgery, Paediatric Surgery, General Oral/Maxillofacial Surgery</td>
</tr>
<tr>
<td>Mr B Castling</td>
<td>PRH</td>
<td>General Oral/Maxillofacial Surgery &amp; Paediatric Surgery</td>
</tr>
<tr>
<td>Mr S Bhatia</td>
<td>PRH</td>
<td>Head and Neck Cancer Surgery, Microvascular free tissue transfer surgery, General Maxillofacial Surgery</td>
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**ORTHODONTIC CONSULTANTS**

<table>
<thead>
<tr>
<th>ORTHODONTIC CONSULTANTS</th>
<th>BASE</th>
<th>SPECIAL INTEREST</th>
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</thead>
<tbody>
<tr>
<td>Dr O Bowyer</td>
<td>RSH</td>
<td>General Orthodontics and Facial Deformity</td>
</tr>
</tbody>
</table>
Clinical Lead for Orthodontics

Dr I Shargill | PRH | General Orthodontics and Facial Deformity
Dr I Nasir | PRH | General Orthodontics and Facial Deformity

<table>
<thead>
<tr>
<th>RESTORATIVE CONSULTANT</th>
<th>BASE</th>
<th>SPECIAL INTEREST</th>
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</thead>
<tbody>
<tr>
<td>Dr D Newsum</td>
<td>Birmingham Dental Hospital (1 day per week RSH)</td>
<td>Restorative service for Head and Neck Patients and Facial deformity Patients</td>
</tr>
</tbody>
</table>

**Other Staff**

**Oral & Maxillofacial**

- 1 Specialist Registrar (On West Midlands Regional Rotation)
- 1 Specialty Doctor
- 4 Senior House Officers
- 1 Senior Nurse / Department Manager at RSH
- 1 Senior Nurse / Department Manager at PRH
- 3 Full-time Secretaries (job share 1 post)

**Orthodontics**

- 3 Clinical Assistants
- 1 Full time Secretary Princess Royal Hospital
- 1 Part time Secretary Royal Shrewsbury Hospital (including Restorative)

**Restorative**

- 1 Specialist Registrar (Linked to Birmingham Dental Hospital)

**On-Call**

The maxillofacial Consultants currently provide a 1 in 5 general on-call service. There is a 1 in 5 maxillofacial second on call rota provided by the SpR and dentally qualified medical students training in Birmingham. The maxillofacial SHOs participate in a long day on call rota with out of hours medical students/locum cover for the evenings.

**RESEARCH**

It is usual for the Trust to be participating in many research projects at any time. Every effort would be made to accommodate a particular research interest you may have particularly if trainee members of the department could be incorporated in the methodological and practical stages.

**EDUCATIONAL ACTIVITIES**

Postgraduate activities are based in the Education Centre at the Princess Royal Hospital, which has a Medical library, a lecture theatre and a number of seminar rooms and in the Shropshire Education Conference Centre (SECC) at The Royal Shrewsbury Hospital. Regular Clinical presentations and
Clinical audit meetings are held and there is a busy programme of activities for General Practitioners and Hospital Staff.

**APPRAISAL, REVALIDATION AND MENTORSHIP**

The successful applicant will undergo annual appraisal allowing jointly agreed development needs to be fed into their job plan. A formal review of the job plan will be performed at least annually. Appropriate educational and training needs will be supported by the Trust in, as agreed with the LNC (for example, the approval and funding of study leave).

An annual job plan review at individual and departmental level is being introduced. The successful applicant will be expected to participate in this exercise.

We will register SaTH as your designated body via the GMC to ensure that you are set up on the Equiniti revalidation system; this will be completed as soon as possible upon commencing employment with the Trust.

The Trust supports the Royal College of Surgeons guidance on provision of mentors for new Consultants, in line with GMC recommendations. This will be provided within the Trust.

The Trust also supports the requirements for continuing professional development as laid down by the Royal College of Physicians and is committed to providing time and financial support for these activities.

**AUDIT**

There is a fully staffed Audit Department on both sites with well-organised teams.

**OFFICE AND SECRETARIAL FACILITIES**

Office accommodation (shared) and appropriate secretarial support will be provided with access to a computer and internet access.

**TERMS AND CONDITIONS OF SERVICE**

The appointment is full-time / part-time and the successful candidate will be appointed on the Terms & Conditions Consultants (England) 2003.

The salary scale is based on the consultant scale:

**Salary Scale:** £76,761 - £103,490 per annum for 10 Programmed Activities (as of April 2017)

The post is based on the recognition of 10 Programmed Activities (but there is scope for additional PA allocation).

The post holder:

- will be in possession of a recognised medical / dental qualification and full registration with the General Medical Council and General Dental Council and continue to hold a licence to practise – although we recognise that GDC registration is no longer absolutely necessary.
- is advised to be a member of a recognised medical defence society or be suitably insured. Trust insurance does not cover work undertaken outside the Trust other than caring for patients and work of the Trust.
will be expected to make sure that there are adequate arrangements for hospital staff involved in patient care to be able to contact him / her when necessary

will be expected to reside within 30 minutes or 10 miles by road of the base hospital whilst on call

will not be permitted to commence employment until a full medical examination has been completed with a satisfactory result or the Occupational Health Physician has satisfied himself that a full examination is not necessary. The completion of a satisfactory health questionnaire is a condition of employment

will not be permitted to commence employment until full clearance has been received from the Disclosure Barring Service

The Trust operates a no smoking policy.

The Trust values its diverse workforce and is committed to taking all necessary steps to ensure that individuals are treated equally and fairly and to taking positive action to promote equal opportunities.

ACCOMMODATION

The Trust has single residential accommodation for medical staff.

OTHER FACILITIES

There is an active Doctors Mess run by the Junior Doctors Mess Committee which organise social events, parties, outings etc. There are on-site fitness centres (a membership fee is payable) available to all members of staff.

STAFF BENEFITS

There are a number of staff benefits schemes which attract tax reductions if joined. This includes a discount on the staff car parking charge for full-time consultant staff, staff gym membership, on-site crèche/childcare provision, access to the NHS Discounts scheme and Car sacrifice scheme.

VISITING

Appointments to visit the Trust should be arranged with:

Mr A F Messahel
Clinical Lead & Consultant Oral & Maxillofacial Surgeon
Tel: 01952 641222 extension 4168
Ahmed.messahel@sath.nhs.uk
STATEMENTS

Health & Safety
As an employee of the Trust you have a responsibility to:
• take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
• co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
• not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

Infection Prevention and Control
The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. As an employee of the Trust you have a responsibility to:
• ensure that your work methods are compliant with the Trust’s agreed policies and procedures and do not endanger other people or yourself; and
• be aware of infection prevention and control policies, practices and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and staff; and
• maintain an up to date knowledge of infection prevention and control, policies, practices and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
• challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy).

Information Governance
The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently and effectively. You are required to comply with the Trust’s Information Governance policies and standards. Failure to do so may result in action being taken in accordance with the Trust’s Disciplinary Procedure.

- Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

- Disclosure of Information - The unauthorised use or disclosure of information relating to the Trust’s activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. Upon leaving the Trust’s employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face legal action.
• **Information Quality and Records Management** - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust’s recording, monitoring, validation and improvement schemes and processes.

**Professional Standards and Performance Review**
As an employee of the Trust you have a responsibility to:

• participate in statutory and mandatory training as appropriate for the post; and
• maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
• take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates; and
• participate in the Trust’s appraisal processes including identifying performance standards for the post, personal objective setting and the creation of a personal development plan in line with the KSF outline for the post.

**Safeguarding Children and Vulnerable Adults**

• We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust’s procedures must be implemented, working in partnership with the relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

• As an employee of the Trust you have a responsibility to ensure that:
  o you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines.
  o you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

• **Social Responsibility**

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.
Proposed Job plan (over rolling 4 week month) – currently the base hospital is PRH

### 1. Job content

<table>
<thead>
<tr>
<th>Day</th>
<th>AM</th>
<th>Activity</th>
<th>Location</th>
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<tbody>
<tr>
<td>Mon</td>
<td>AM</td>
<td>MDT (Head &amp; Neck &amp; Skin) Admin/ Cancer Planning</td>
<td>RSH</td>
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<tr>
<td>Mon</td>
<td>PM</td>
<td>Head &amp; Neck Clinic</td>
<td>RSH</td>
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<tr>
<td>Tue</td>
<td>AM</td>
<td>Skin Theatre</td>
<td>RSH</td>
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<tr>
<td>Tue</td>
<td>PM</td>
<td>Skin Clinic</td>
<td>RSH</td>
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<tr>
<td>Wed</td>
<td>AM</td>
<td>Clinic (week 1, 3)</td>
<td>PRH</td>
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<td>Wed</td>
<td>PM</td>
<td>Admin</td>
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<tr>
<td>Wed</td>
<td>AM</td>
<td>Cancer Theatre (week 2, 4)</td>
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<td>PM</td>
<td>Cancer Theatre</td>
<td>PRH</td>
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<td>EVE</td>
<td>Cancer Theatre</td>
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<td>Thur</td>
<td>AM</td>
<td>SPA</td>
<td>Flexible location</td>
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<tr>
<td>Thur</td>
<td>PM</td>
<td>SPA</td>
<td>Flexible location</td>
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<tr>
<td>Fri</td>
<td>AM</td>
<td>Theatre (week 4)</td>
<td>PRH</td>
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<tr>
<td>Fri</td>
<td>PM</td>
<td>Theatre</td>
<td>PRH</td>
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<tr>
<td>Fri</td>
<td>AM</td>
<td>Free (week 1, 2, 3)</td>
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<tr>
<td>Fri</td>
<td>PM</td>
<td>Free (week 1, 2, 3)</td>
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