

APPOINTMENT OF A LOCUM CONSULTANT IN EMERGENCY MEDICINE

JOB DESCRIPTION

INTRODUCTION

This Job Description sets out the details and service conditions for a Locum Consultant post in Emergency Medicine, which is based at The Shrewsbury and Telford Hospital NHS Trust.

You will be joining an enthusiastic and forward thinking team providing Emergency Services at the Royal Shrewsbury Hospital and at the Princess Royal Hospital.

The job attracts a 10 PA contract, 6.5 clinical, 2.5 SPA and 1 PA for on call activities. Additional PAs are available on request.

THE SHREWSBURY AND TELFORD NHS TRUST

The Shrewsbury and Telford Hospital NHS Trust is the main provider of Acute Hospital services for Shropshire, Telford and Wrekin and Mid Wales.

We are committed to providing the best possible diagnostic facilities and high quality clinical care in a clean, supportive environment where patients are treated effectively with respect and dignity.

The Shrewsbury and Telford Hospital NHS Trust continues to work with our partners in health and social care in Shropshire, Telford and Wrekin and Mid Wales to develop patient-focused services that meet the needs of our communities.

Plans have been given the go ahead to transform local hospital services for the half a million residents of Shropshire, Telford & Wrekin and mid Wales to make sure two vibrant hospitals and the wide range of services they provide for people locally are kept in the county.

This landmark decision will result in better care for patients, secure the £312m on offer from HM Treasury and develop both hospital sites to deliver state of the art facilities in which staff will be proud to work and patients will choose to be treated.

The Trust is looking to expand the Consultant numbers in the Emergency Departments to ensure that a high quality and Consultant led service is continued to be delivered with increasing attendances.

THE WEST MIDLANDS TRAUMA NETWORK

The Royal Shrewsbury Hospital is a Trauma Unit in the West Midlands Trauma Network. We have close links to the regional Trauma network which includes the Birmingham Children's Hospital and the University Hospitals North Midlands

KEELE MEDICAL SCHOOL

The Emergency Department at the Royal Shrewsbury Hospital plays a key role in delivery of education to final year medical students from Keele. Over the next 3 years the number of medical students at Keele will increase.

THE EMERGENCY DEPARTMENTS

The Trust presently runs two Emergency Departments at The Royal Shrewsbury Hospital and The Princess Royal Hospital serving a population of 560,000 people. Last year the Departments had 110,000 attendances which



includes, major Trauma, and approximately 20% children. Across both Hospitals there are excellent facilities with well resourced resuscitation areas, monitored major's cubicles and dedicated minors areas. There are dedicated cubicles for care of children.

At both The Royal Shrewsbury Hospital and The Princess Royal Hospital there are review clinics. X-Ray is digitalised, and the Emergency Department has prompt access to CT scanning. A full 24 hour Pathology service is available at both The Royal Shrewsbury Hospital and The Princess Royal Hospital. Both units have their own ultrasound machine and a number of senior doctors are trained in its use.

The Royal Shrewsbury Hospital is the designated Trauma unit and other specialities in the Trust include:

- General Medicine and Elderly Medicine
- General Surgery
- Vascular Surgery
- Bariatric Surgery
- Orthopaedic Surgery
- Obstetrics and Gynaecology
- Paediatrics and Neonatology
- ENT and Maxillary-Facial Surgery
- Intensive Care
- Radiology and Pathology
- Urology, Dermatology, Neurology and Haematology during office hours

Our Senior Medical Team currently includes 9 Consultants as follows:

- Dr Edward Rysdale (Clinical Director)
- Dr Adrian Marsh
- Dr Dodi Herman
- Dr Alexia Jones
- Dr Rebecca Race
- Mr Subramanian Kumaran
- Dr Susan McArthur
- Dr Andrew Horn
- Dr Lisa Kehler (Paediatric EM)

Our other medical grades also include:

- 4 Associate Specialists
- 22 Specialty Doctors
- 2 HST in Emergency Medicine
- 14 doctors in training (FY1, FY2, ACCS and GPVTS)
- 2 Higher Specialty Trainees
- 22 Junior Clinical Fellows

PROPOSED JOB PLAN

	09.00-13.00	13.00-17.00	17:00-20:00	20:00-09:00
Monday	Admin	Offsite SPA		
Tuesday	Shop floor	Admin		
Wednesday	Shop floor	SPA		
Thursday	Off	SPA 13:00-15:00 Shop floor 15.00-17:00hrs	Shop floor	On-call overnight
Friday	Clinic	Admin/Shop floor		
Saturday	1 in 5 weekend on call	Attend trauma calls		
Sunday	1 in 5 weekend on call-	Attend trauma calls		

Direct Clinical Care 7.5 PAs on average per week (including 1 for on call)
(clinical activity, clinically related activity, predictable and unpredictable emergency work)

Supporting Professional Activities 2.5 PAs on average per week (including one SPA at home)
(includes CPD, audit, teaching, research)

On-Call

On call 1:5 weekday nights

On call 1:5 weekends

On the weekend on call you will work a 3hr shift on Saturday and Sunday covering CDU and ED
Weekends on call may not be taken as leave

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.

OFFICE AND SECRETARIAL SUPPORT

You will have an office with a full range of facilities including desktop PC. You will be supported by a full time secretary, and additional administrative staff supporting the existing Emergency Consultants.

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.

AUDIT

Great importance is placed upon audit within the Shrewsbury and Telford Hospital NHS Trust and you will be expected to contribute to this as part of your role; the Trust has a fully staffed Audit Department at both Hospitals with extremely well-organised teams.

APPRAISAL, REVALIDATION AND MENTORSHIP

The Trust has the required arrangements in place, as laid down by the Royal College of Emergency Medicine, to ensure that all Doctors have an annual appraisal with a trained appraiser and supports all Doctors going through the revalidation process.

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

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. You will be expected to participate in this exercise.

We will require to register SaTH as your designated body via the GMC to ensure that you are set up on the Equiniti revalidation system; we will complete this as soon as possible upon your commencement with the Trust.

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

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.

Salary Scale (MC73): £84,599 - £114,003 per annum for 10 Programmed Activities

The post holder:

- will be in possession of a recognised medical / dental qualification and full registration with the General Medical Council and continue hold a licence to practise.
- 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 offers single residential accommodation for medical staff depending on availability. The Trust only provides single accommodation so private rental would need to be arranged for family accommodation.

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, staff gym membership, on-site crèche/childcare provision and access to NHS Discounts schemes.

VISITING

Appointments to visit the department should be arranged with:

Dr Ed Rysdale –Clinical Director of Emergency Medicine – 01743 261000 Ext 1082

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:
 - you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines.
 - 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.