

# Teaching Fellow in Specialty of Choice (FY2,ST1-2,ST3+ Equivalent)

INFORMATION FOR CANDIDATES

# Our Vision and Values

The Shrewsbury and Telford Hospital NHS Trust is an organisation that strives to provide high quality, safe care for our patients in an environment which our staff are proud to work in

## Our Vision:

**“To provide excellent care for the communities we serve”**

## Our Values:



## About our Vision

We believe that by adhering to our Vision and working with our Values in mind we can behave in a way which will ensure the right results for the people that matter most – our patients and their families.

## About our Values

Our Trust Values provide a guide for our daily lives which we are all expected to uphold, both at work and when we are representing the Trust.

Our Values were developed by staff and our patients, so they represent what is important to us within the organisation and the way we should all behave towards patients, carers, visitors, partners and each other.

You will see our Values throughout the Trust; they are not just words on a page, they represent what we are about here at SaTH. We want patients and their families to say that the care and service they receive from all of us is consistently high-quality, safe, effective and personalised, so the feelings behind the Values shouldn't come as a surprise to anyone working in the NHS.

The reason why it is important that they are clearly written down is so we all know what's expected, and none of us are surprised if we are asked to explain any unacceptable behaviour.

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Keele University



## About the Trust

The Shrewsbury and Telford Hospital NHS Trust (SaTH) is the main provider of acute hospital services for around half a million people in Shropshire, Telford & Wrekin and mid Wales.

Encompassing some of the most picturesque parts of England and Wales, the Trust's catchment stretches from the Cambrian Mountains in the west, to Newport and the fringes of the Black Country in the east. The main towns include: Bridgnorth, Ludlow, Market Drayton, Oswestry, Shrewsbury and Whitchurch (in Shropshire); Newport, Telford and Wellington (in Telford & Wrekin); and Newtown and Welshpool (in Powys) – all beautiful and unique.

Our main service locations are the Princess Royal Hospital (PRH) in Telford and the Royal Shrewsbury Hospital (RSH) in Shrewsbury which are located 20 minutes' drive apart. Together they provide 99% of our activity. Both hospitals provide a wide range of acute hospital services including accident & emergency, outpatients, diagnostics, inpatient medical care and critical care.

We also provide services such as consultant-led outreach clinics at the Wrekin Community Clinic, Telford, the Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen and the Bridgnorth, Ludlow and Whitchurch Community Hospitals.

We employ almost 6,000 staff, and hundreds of staff and students from other organisations also work in our hospitals. We benefit from around 1,000 wonderful volunteers, and our main charitable partners are the League of Friends at the Royal Shrewsbury Hospital, Friends of the Princess Royal Hospital, and the Lingen Davies Cancer Appeal which is based at the Royal Shrewsbury Hospital.

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.





## Job Description

<b>Job Title:</b>	Teaching Fellow in Specialty of Choice
<b>Grade:</b>	FY2, ST1-ST2, ST3+ Equivalent
<b>Division:</b>	Dept of Undergraduate Medicine/ Surgery/Speciality Department
<b>Responsible to:</b>	Hospital Dean (Academic) Medical Director (Clinical)
<b>Professionally Accountable to:</b>	Medical Director (Clinical)
<b>Location:</b>	Keele University School of Medicine (Shropshire Campus) based at the Royal Shrewsbury Hospital with cross-site working required
<b>Hours:</b>	40 Hours (20% clinical and 80% academic)
<b>Duration:</b>	12 Months Fixed Term (Until August 2026)
<b>Salary:</b>	£42,008 - £70,425 per annum [Nodal Point MT02 to MT05]

## Introduction

The purpose of this post is to identify and train doctors to be clinical teachers. It is aimed at applicants looking for posts at FY2+/ST1+/ST3+ scale. This is a challenging post that will test skills that are not the focus of most clinical training roles yet are highly relevant and transferable to senior clinical roles. This post will encompass more than just teaching.

## The Post

The successful applicant will take part in various modes of assessment and appraisal. The post-holder will also have a significant role in the delivery of the new curricular components of Year 5 of the Keele University Medical School Curriculum. The post holder will support teaching in the **"year spine" component of the fourth year of the curriculum, including ethics, drug administration and pain management.** The curriculum is in a continuous process of development, presenting other opportunities for training and participation in other varied teaching activities. These include problem-based learning, clinical and communication skills tuition, and use of advanced medical simulation (via use of SimMan 3G). Post holders will receive formal training in advanced medical simulation.

## The Department

Successful applicants will be enrolled in the Keele University Teacher the Teachers Course and will be funded to study for the Keele Post Graduate Certificate of Medical Education. Consideration will also be given for funding of other relevant educational courses.

There will be one clinical day per week allocated to the successful applicant in their preferred speciality (subject to availability). The timetable is flexible to allow continued development of speciality skills and every attempt will be made to match clinical sessions with teaching fellow's individual wishes. There will be some out of hours and overnight working by arrangement. The opportunity exists for extra clinical sessions to be paid separately. There will also be the opportunity to negotiate out of hours banding. The Job plan will have to be agreed with the Hospital Dean as well as the clinical supervisor for this post. The successful applicant would be able to receive funding for clinical training courses and will have the same study leave and annual leave allocation as a full-time training post.

It is anticipated that the post holder will commence in post in August 2025.

## Undergraduate Medical Course

In September 2003, Keele University commenced teaching a full 5-year undergraduate medical course. This course was validated by the University of Manchester and was delivered in collaboration with the University Hospital of North Staffordshire NHS Trust and, from 2007, with this hospital Trust. From 2011-2012 the School of Medicine has been delivering all five years of its own, independent 5-year medical course which will continue to be delivered in partnership with NHS Trusts in Staffordshire and Shropshire.

The curriculum utilises problem-based learning (PBL) and Case illustrated learning (CIL) as major learning methods, in conjunction with a range of teaching and learning methods. In Year 4 students complete blocks of teaching rotating through each of the 5 units. In Year 5 students complete two 10 week blocks in secondary care, which includes placements in Medicine, Surgery (including AMU, SAU, ITU and Anaesthetics), Emergency Department and 10 weeks in Primary care.

For information on the new curriculum please consult our course brochure via the link at:

<http://www.keele.ac.uk/depts/ms/index.htm>



# Main Duties & Responsibilities

## Clinical

- Teaching of medical students
  - this will be in a variety of clinical settings such as on a ward, ITU, theatre, clinic or assessment units
  - this will be in a variety of non-clinical settings such as seminar rooms, clinical skills labs and lecture theatres
- Clinical and communications skills teaching across the whole course, in liaison with clinical skills lead and staff
- Teaching both year 5 and year 4 students.
- Support and organisation of clinical skills training
- Support and organisation of critical care programme
- Delivering classroom/seminar based teaching
- Co-ordinating medical student activities. This will involve liaison with relevant clinical teachers, practice educator team and secretariat
- Evaluation of aspects of curriculum and curricular delivery.
- To participate in student assessment by mini-CEX, Direct Observation of Procedures (DOPs), case based discussion and OSCE examination
- To complete formal study in medical education
- To maintain clinical skills
- Full involvement with the whole week teaching programme for year 5 students
- Covering for tutors for bedside teaching in Medicine and Surgery, if required.

## Service Provision

- On negotiation with the relevant clinical department, clinical sessions will be arranged to avoid interference with medical school responsibilities. Two of these sessions will be for service provision and the nature of these will depend on the post holders' **experience**, career aspirations, and departmental needs. It is recommended that applicants discuss this with current post holders and the clinical director of the relevant speciality.

## Key Relationships

- Undergraduate medical students
- Hospital Dean and deputy
- Clinical Director
- Consultant staff
- Hospital Academic staff
- Clinical Practice Educator and instructors
- Year 4 and 5 academic leads
- Clinical and communications skills leads and administrator
- SaTH consultants with medical student responsibilities
- Undergraduate Manager
- Undergraduate admin staff

- Year 4 and 5 administrators
- Relevant clinical staff

## Personal Development / Performance

- To ensure adequately prepared for teaching activities by attendance at the appropriate staff development workshops, including the Certificate in Medical education or equivalent, as appropriate. (For individuals already possessing a Cert Med Ed, registration for a Masters in Medical Education will be encouraged)
- To take part in audit and/or research
- To train in and participate in OSCE examination
- To participate in staff development exercises
- To participate in appraisal
- To maintain medical registration, appropriate membership of defence organisation and of specialist societies
- To work flexibly to take into account the clinical setting of this post
- To act sensitively at all times ensuring that concerns of students and colleagues are dealt with sympathetically
- To travel between Trust sites as necessary and to attend relevant staff, professional and corporate meetings
- To take every reasonable opportunity to maintain personal and professional competence.
- To be appraised in accordance with the Trust and University appraisal policies.
- To participate in personal objective setting, job planning and review, including the creation and development of a personal development plan

## Organisational

- To work with local managers and professional colleagues in the employing Trust in the efficient running of the service.
- To be subject to the provisions of the Terms and Conditions of Service, be required to observe the Trust's agreed policies and procedures, drawn up in consultation with the profession on clinical matters and to follow the local and national employment and personnel policies and procedures.
- To participate in the Continuous Professional Development and the Trust's appraisal scheme.
- To be aware of the responsibility of all employees to maintain a safe and healthy environment for patients, visitors and staff and attend all relevant health and safety training.
- Ensure that all Trust-wide standards are maintained to improve the quality of total care to all who come into contact with services provided by Shrewsbury and Telford hospital NHS Trust.

This job description is not intended to be exhaustive. The post holder will be expected to carry out any reasonable duties requested of them, appropriate to the grade and role of the post. Duties and responsibilities may vary from time to time in light of changing circumstances and in consultation with the post holder.

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## General Conditions

### Annual Leave

The annual leave entitlement for the post holder will reflect the terms and conditions of the 2016 Junior Doctor Contract for doctors and dentists in training. The annual leave year will run from the start date of the doctor's appointment. Based on a standard working week of five days:

- On first appointment to the NHS: 27 days.
- After five years' completed NHS service: 32 days.

As leave is deducted from the rota before average hours are calculated for pay purposes, leave may not be taken from shifts attracting an enhanced rate of pay or an allowance. Where a doctor wishes to take leave when rostered for such a shift or duty, the doctor must arrange to swap the shift or duty with another doctor on the same rota. It is the doctor's responsibility to arrange swaps but all reasonable steps to facilitate the arrangement of the swap will be made.

In addition to annual leave entitlement, the appointee will be entitled to 8 paid General Public Holidays. In the case of part time staff this entitlement is pro rata.

### Study Leave

Study leave includes but is not restricted to participation in:

- Study
- Research
- Teaching
- Taking Examinations
- Attending conferences for educational benefit
- Rostered training events

The appointee will be entitled to 10 days of Study Leave over a fixed 12-month period with a set budget.

### 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, to ensure that all Doctors have an annual appraisal with a trained appraiser and supports all Doctors going through the revalidation process.

- We will require you to register SaTH as your designated body via the GMC to ensure that you are set up on the Premier IT Revalidation e-Portfolio (PReP) 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 and is committed to providing time and financial support for these activities.

## 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 organises 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.

## 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 ensuring a COVID secure workplace for the team.
- 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 NHS Knowledge and Skills Framework 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 Trust's 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.

## Continuous Improvement

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

## No Smoking Policy

There is a no smoking policy in operation within the Trust. Smoking within the Trust's premises or within the Trust's grounds is not permitted.

## Miscellaneous

This job description is an outline of the key tasks and responsibilities of the post and is not intended to be an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services as well as the personal development.





## Person Specification

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally possess to successfully perform this role.



## Qualifications

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• MBBS, Mb ChB or equivalent medical qualification.</li> <li>• ALS trained.</li> <li>• APLS trained.</li> <li>• Registered practitioner with the Higher Education Academy.</li> <li>• A national training number.</li> <li>• An educational qualification.</li> </ul>	✓	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>

## Entry Criteria

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Full Registration and a licence to practise with the General Medical Council (GMC)</li> <li>• 2 years NHS experience completed by August 2025</li> <li>• Evidence of an appreciation of the principles of adult learning and approaches used in medical education</li> <li>• Experience of teaching clinical students</li> <li>• Resus Council Instructor</li> <li>• Involvement with medical simulation</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>

## Skills/Aptitudes/Competencies

CRITERIA	ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Practical IT skills applicable to education, e.g. basic word processing, spreadsheet and Powerpoint skills</li> <li>• Excellent communication skills</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>	

