

## Person Specification

REQUIREMENTS	ESSENTIAL	DESIRABLE	WHEN EVALUATED
<b>Qualifications and Training</b>	<p>Successful completion of UK Foundation Programme and further experience at junior or senior middle grade level</p> <p>MRCP UK or equivalent (if applying for Senior role)</p>	<p>Distinction, prizes or honours during Postgraduate training</p> <p>ALS/ATLS/CRISP Instructor Status</p> <p>MRCP UK or equivalent (if applying for junior role)</p>	Application Form
<b>Experience</b>	Recent development in areas of acute care and medical specialty	Well-presented log book or professional portfolio	Application Form Interview
<b>Eligibility</b>	<p>Eligible for full registration with the GMC at time of appointment and hold a current licence to practice</p> <p>Evidence of achievement of postgraduate medical training in line with GMC standards/Good Medical Practice</p> <p>Eligibility to work in the UK</p>	Evidence of research and publications in peer reviewed journals	Application Form Interview
<b>Teaching</b>	<p>Enthusiastic in teaching clinical skills in the workplace or training environment</p> <p>Evidence of contributing to teaching &amp; learning of others</p>	<p>Experience of simulation based teaching</p> <p>Has successfully completed a 'training the trainers' or 'teaching skills' course</p>	Application Form Interview

<b>Fitness To Practise</b>	Is up to date and fit to practise safely		Application Form References
<b>Health</b>	Meets professional health requirements (in line with GMC standards/ Good Medical Practice)		Application Form Pre-employment health screening
<b>Academic/ Research Skills</b>	<p><b>Research Skills:</b> Demonstrates understanding of the basic principles of audit, clinical risk management &amp; evidence-based practice</p> <p>Understanding of basic research principles, methodology &amp; ethics, with a potential to contribute to research</p> <p><b>Audit:</b> Evidence of active participation in audit</p>	<p>Evidence of relevant academic &amp; research achievements e.g. degrees, prizes, awards, distinctions, publications, presentations, other achievements</p> <p>Evidence of participation in risk management and/or clinical/laboratory research</p>	Application Form Interview
<b>Personal Skills</b>	<p><b>Judgement Under Pressure:</b> Capacity to operate effectively under pressure &amp; remain objective in highly emotive/pressurised situations</p> <p>Awareness of own limitations &amp; when to ask for help</p> <p><b>Communication Skills:</b> Capacity to communicate effectively &amp; sensitively with others</p>	Motivated and able to work unsupervised as well as within a small team under appropriate guidance	Application Form Interview References

	<p>Able to discuss treatment options with patients in a way they can understand</p> <p>Excellent written and verbal communication skills</p> <p><b>Problem Solving:</b> Capacity to think beyond the obvious, with analytical and flexible mind</p> <p>Capacity to bring a range of approaches to problem solving</p> <p><b>Situation Awareness:</b> Capacity to monitor and anticipate situations that may change rapidly</p> <p><b>Decision Making:</b> Demonstrates effective judgement and decision- making skills</p> <p><b>Organisation &amp; Planning:</b> Capacity to manage time and prioritise workload, balance urgent &amp; important demands, follow instructions</p> <p>Understands importance &amp; impact of information systems</p> <p>Excellent interpersonal skills</p> <p>Evidence of ability to present oneself in an organised, professional manner</p> <p>Evidence of</p>		
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	<p>understanding of the importance of teamwork</p> <p>Experienced with Microsoft Word including PowerPoint, word-processing and spreadsheet software</p>		
<b>Probity</b>	<p><b>Professional Integrity:</b> Takes responsibility for own actions</p> <p>Demonstrates respect for the rights of all</p> <p>Demonstrates awareness of ethical principles, safety, confidentiality &amp; consent</p>		<p>Application Form</p> <p>Interview</p> <p>References</p>
<b>Circumstances of Job</b>	<p>May be required to work at any of NHS Lothian's sites, according to the placement of the post</p>		

### Introduction to Appointment

**Job Title:** Clinical Development in Acute and General Medicine

**Department:** Medicine and Associated Services

**Base:** Western General Hospital, Edinburgh

You may also be required to work at any of NHS Lothian's sites, according to the placement of the post.

### Departmental and Directorate Information

The posts in Acute and General Medicine will primarily be based in the following areas:

#### Medical Admissions Unit – Emergency (MAUE)

This unit is the site of arrival for the acute unselected medical take at the Western General Hospital. It is a primarily primary care referral base but also takes some emergency ambulance

referrals. It is a busy environment where the focus is on assessment, stabilisation and management of acute patients pending ongoing decisions regarding placement of care within the four hour emergency standard. There is specialty registrar support 0900-2130 and dedicated Consultant presence 0830-2000 allowing for the development of close working relationships and meaningful informal and formal direct clinical performance feedback

### **Medical Admissions Unit – Beds (MAUB)**

This unit focuses on ongoing clinical management begun in the MAUE department. There are twice daily consultant ward rounds and candidates would also work with an FY1. Ongoing patient management includes new patient review, prioritisation of diagnostic and specialty review requests, communication with patients and families and discharge planning including immediate discharge letter provision and HEPMA review. Both of our MAU areas (MAU Base 1 and Ward 72) are high throughput acute medical wards with in-reach from speciality teams. There is dedicated Consultant presence 0830-2130 again allowing the development of supportive working relationships and feedback.

### **General Medical Wards**

There are two general medical wards each comprising of two medical teams whose responsibility includes ongoing inpatient management in these areas plus a portion of the general medical boarding population. Successful applicants will work within these teams which include an FY1 and a Consultant. There will be the expectation to support Consultant ward rounds as well as conduct independent ward rounds. These areas provide substantial experience in the acute management of chronic medical conditions, close multidisciplinary working and complex discharge planning.

## **Main Duties and Responsibilities**

The Clinical Fellow posts in Acute and General Medicine are aimed at FY2+ level i.e., those Doctors having completed the UK Foundation programme and having being assessed as 'acute take safe' under supervision who are looking for some further experience of acute and general medicine. This may be to further pursue a career in medicine or to provide a professional development adjunct to any future clinical activity. We also welcome applications from more senior doctors than FY2 and roles may be negotiable dependent on experience.

The available jobs involve working within the acute medical unit, including first hand experience of medical emergencies and resuscitation (with appropriate support) as well as periods of continuing care for downstream medical patients. There may be additional opportunities to gain experience in Same Day Emergency Care.

The posts include participation in a rota including out of hours working plus night shifts and weekends although every effort is made to ensure healthy working lives and facilitate work-life balance. It is recognised that trainees in these posts are often undertaking postgraduate examinations and we are happy to support and assistance in adequate preparation for these.

There is also support available for candidates in applying for training routes of entry into IMT, ACCS and GPST or any other required.

Every effort is made to tailor posts to successful applicant's interests, particularly the 10% development time. The department has a keen interest in medical education including simulation as well as quality improvement and clinical governance. It would be anticipated that clinical fellows working in the department would go through either the clinical educators programme or quality improvement training programme offered locally. We are in the process of developing a programme in point of care ultrasound which interested candidates may have the opportunity to explore.

The Western General has the benefit of highly collegiate working practices between medical specialties. Our Respiratory, Diabetes and Endocrinology, Infectious Diseases, Stroke Medicine, Medicine of the Elderly, Cardiology and Gastrointestinal colleagues all work closely with Acute Medicine at the front door. As a result it would also be feasible to use available development time to liaise with a particular specialty of interest in a joint piece of work to aid professional progression.

We have strongly motivated and supportive consultant workforce with a wide range of specialised interests at a national level including undergraduate and postgraduate education, patient safety, quality improvement and informatics which would be able to support specific applicant's interests.

General ongoing professional development is supported by a weekly departmental education and clinical governance meeting and the opportunity to join the education programme facilitated by the Same Day Emergency Care Service.

### Contact Information

### Programme / Post Queries

Prospective applicants are encouraged to make contact with:

- [Jenni.Crane@nhslothian.scot.nhs.uk](mailto:Jenni.Crane@nhslothian.scot.nhs.uk)
- [Claire.Gordon@nhslothian.scot.nhs.uk](mailto:Claire.Gordon@nhslothian.scot.nhs.uk)

### Terms and Conditions of Employment

For an overview of the terms and conditions visit: <http://www.msg.scot.nhs.uk/pay/medical>.

<b>TYPE OF CONTRACT</b>	FIXED TERM
<b>GRADE AND SALARY</b>	Clinical Fellow (£40,995 - £54,235)

<b>HOURS OF WORK</b>	40 hours per week
<b>SUPERANNUATION</b>	New entrants to NHS Lothian who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme. Should you choose to "opt out" arrangements can be made to do this via: <a href="http://www.sppa.gov.uk">www.sppa.gov.uk</a>
<b>REMOVAL EXPENSES</b>	Assistance with removal and associated expenses may be awarded
<b>EXPENSES OF CANDIDATES FOR APPOINTMENT</b>	NHS candidates who are requested to attend an interview will be given assistance with appropriate travelling expenses. Reimbursement shall not normally be made to employees who withdraw their application, refuse an offer of appointment. Non NHS employees are not normally awarded travel expenses.
<b>TOBACCO POLICY</b>	NHS Lothian operates a No Smoking Policy in all premises and grounds.
<b>DISCLOSURE SCOTLAND</b>	This post is considered to be in the category of "Regulated Work" and therefore requires a Disclosure Scotland Protection of Vulnerable Groups Scheme (PVG) Membership.
<b>CONFIRMATION OF ELIGIBILITY TO WORK IN THE UK</b>	NHS Lothian has a legal obligation to ensure that it's employees, both EEA and non EEA nationals, are legally entitled to work in the United Kingdom. Before any person can commence employment within NHS Lothian they will need to provide documentation to prove that they are eligible to work in the UK. Non EEA nationals will be required to show evidence that either Entry Clearance or Leave to Remain in the UK has been granted for the work which they are applying to do. Where an individual is subject to immigration control under no circumstances will they be allowed to commence until right to work in the UK has been verified.
<b>REHABILITATION OF OFFENDERS ACT 1974</b>	The rehabilitation of Offenders act 1974 allows people who have been convicted of certain criminal offences to regard their convictions as "spent" after the lapse of a period of years. However, due to the nature of work for which you are applying this post is exempt from the provisions of Section 4 of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions Orders 1975 and 1986). Therefore, applicants are required to disclose information about convictions which for other purposes are "spent" under the provision of the act in the event of employment, failure to disclose such convictions could result in dismissal or disciplinary action by NHS Lothian. Any information given will be completely confidential.

<b>MEDICAL NEGLIGENCE</b>	In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board indemnity will cover only Health Board responsibilities. Paragraph 63 of the General Medical Council's Good Medical Practice requires you to have adequate insurance or indemnity cover. You may wish to consider taking out additional medical indemnity e.g. with a Medical Defence Organisation to ensure that you have indemnity for the whole of your practice.
<b>NOTICE</b>	Employment is subject to one month notice on either side, subject to appeal against dismissal.
<b>PRINCIPAL BASE OF WORK</b>	You may be required to work at any of NHS Lothian sites as part of your role.
<b>SOCIAL MEDIA POLICY</b>	You are required to adhere to NHS Lothian's Social Media Policy, which highlights the importance of confidentiality, professionalism and acceptable behaviours when using social media. It sets out the organisation's expectations to safeguard staff in their use of social media.