

Person Specification Clinical Fellows, including Development, Quality Improvement, Simulation and Undergraduate Teaching Fellows

REQUIREMENTS	ESSENTIAL	DESIRABLE	WHEN EVALUATED
Qualifications and Training	Successful completion of UK Foundation Training	Distinction, prizes, or honours during Postgraduate training ALS/ATLS/CRISP Instructor Status	Application Form
Experience	Recent development in areas of acute care and medical specialty e.g. ED, Acute Medicine etc	Well-presented logbook or professional portfolio Previous experience in Oncology	Application Form Interview
Eligibility	Eligible for full registration with the GMC at time of appointment and hold a current licence to practice Evidence of achievement of postgraduate medical training in line with GMC standards/Good Medical Practice Eligibility to work in the UK	Evidence of research and publications in peer reviewed journals	Application Form Interview
Teaching	Enthusiastic in teaching clinical skills in the workplace or training environment Evidence of contributing to teaching & learning of others	Experience of simulation-based teaching Has successfully completed a 'training the trainers' or 'teaching skills' course	Application Form Interview
Fitness To Practise	Is up to date and fit to practise safely		Application Form References

<p>Health</p>	<p>Meets professional health requirements (in line with GMC standards/ Good Medical Practice)</p>		<p>Application Form</p> <p>Pre-employment health screening</p>
<p>Academic/ Research Skills</p>	<p>Research Skills: Demonstrates understanding of the basic principles of audit, clinical risk management & evidence-based practice</p> <p>Understanding of basic research principles, methodology & ethics, with a potential to contribute to research</p> <p>Audit: Evidence of active participation in audit</p>	<p>Evidence of relevant academic & 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>	<p>Application Form</p> <p>Interview</p>
<p>Personal Skills</p>	<p>Judgement Under Pressure: Capacity to operate effectively under pressure & remain objective in highly emotive/pressurised situations</p> <p>Awareness of own limitations & when to ask for help</p> <p>Communication Skills: Capacity to communicate effectively & sensitively with others</p> <p>Able to discuss treatment options with patients in a way they can understand</p>	<p>Motivated and able to work unsupervised as well as within a small team under appropriate guidance</p>	<p>Application Form</p> <p>Interview</p> <p>References</p>

	<p>Excellent written and verbal communication skills</p> <p>Problem Solving: 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>Situation Awareness: Capacity to monitor and anticipate situations that may change rapidly</p> <p>Decision Making: Demonstrates effective judgement and decision- making skills</p> <p>Organisation & Planning: Capacity to manage time and prioritise workload, balance urgent & important demands, follow instructions</p> <p>Understands importance & 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 understanding of the importance of teamwork</p> <p>Experienced with Microsoft</p>		
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	Word including PowerPoint, word-processing and spreadsheet software		
Probity	<p>Professional Integrity: Takes responsibility for own actions</p> <p>Demonstrates respect for the rights of all</p> <p>Demonstrates awareness of ethical principles, safety, confidentiality & consent</p>		<p>Application Form</p> <p>Interview</p> <p>References</p>

HOW TO APPLY

Eligibility to Apply

Candidates MUST meet the following criteria to be eligible to apply for these posts:

1. Be Registered with a full licence to practise with the General Medical Council (GMC)
2. Will have completed Foundation Year Two training or equivalent by August 2024 but no more than 2 years ago.

All applicants must complete the full medical application form via the Job Train system to be considered for the post.

Introduction to Appointment

Job Title: Clinical Fellow in Gynae Oncology

Department: Cancer Services

Base: Edinburgh Cancer Centre, Western General Hospital

Post Summary:

Working within the Gynae Oncology Team at The Edinburgh Cancer Centre, the successful applicant will have opportunities to work in outpatient clinics, receive training in the delivery of SACT (Systemic-Anti Cancer Therapy), get experience of radiotherapy and partake in multidisciplinary team meetings. This will deliver a comprehensive understanding of the management of gynaecological cancers and the associated acute oncology scenarios that can result from the disease and its treatment. There will be responsibilities to the gynae cancer inpatients, working with FY1, FY2, GPST, CF and IMT ward doctors and it is expected that the post holder will provide continuity of care for these patients. Close working interactions with the Hospital Palliative Care team provides valuable experience in symptom management and end-of-life care.

The Gynae Oncology team is research active and includes one Clinical Academic in Medical Oncology. It is hoped and expected that the successful candidate will be involved in clinical trial activity and gain experience in this important aspect of the team's work.

In addition, the post holder will have opportunities to participate in audit and quality improvement projects within the Gynae Oncology Service and there will be protected time within the working week to allow the post holder to undertake this.

Departmental and Directorate Information

Edinburgh Cancer Centre

The Edinburgh Cancer Centre (ECC), based at the Western General Hospital offers specialist treatment for all cancers within the framework of site-specific multidisciplinary teams incorporated within the South East Scotland Cancer Network (SCAN). SCAN consists of Lothian (Western General Hospital, Royal Infirmary of Edinburgh and St Johns in Livingston), Fife (Queen Margaret Hospital Dunfermline and Victoria Hospital Kirkcaldy), Borders (Borders General Hospital) and Dumfries (Dumfries and Galloway Royal Infirmary). There is close collaboration with the CRUK Edinburgh Cancer Research Centre, offering the potential for translational research and cross collaboration with specialist scientists. We actively participate in clinical trials across all cancer types, within specialist clinical trials teams who work within the framework of the South East Scotland Cancer Research Network (SCRN) and the Experimental Cancer Medicine Centre (ECMC). There is also close collaboration with Edinburgh University, the Edinburgh University medical school and the South East Scotland Faculty for Clinical Educators.

The ECC sees approximately 4500 new patients each year and is in the process of expansion to cater for expected increase in demand over the next 10-15 years. More than 4000 courses of radiotherapy are delivered each year, 75% with radical intent and 24000 attendances /annum for systemic anticancer therapy (SACT). There are 72 oncology beds including a 10 bedded bone-marrow transplant unit and an on-site hostel with facilities for 16 patients. There is a centre for teenage and young adult patients with cancer within the cancer centre.

Radiotherapy and brachytherapy services are based at ECC. The department offers a wide range of radiotherapy techniques such as 3D-CRT, virtual simulation, SABR for oligometastatic disease, IMRT (static field and RAPIDARC), intracranial stereotactic radiosurgery, I^{125} seed prostate brachytherapy using ECLIPSE, HELIOS, IPLAN and BRACHYVISION treatment planning systems. There is a kilovoltage machine for skin treatments, an HDR brachytherapy suite and dedicated onsite facilities for preparation and administration of radionuclides. The department is networked with the Varian ARIA radiotherapy Information system and is fully integrated within the Scottish PACS system. There is access to CT-PET at the imaging centre at the Royal Infirmary of Edinburgh.

The outpatient systemic anti-cancer therapy (SACT) suite sees approximately 24000 patient attendances per annum with on site SACT preparation. This unit is nurse led with associate specialists providing medical support. All SACT is prescribed on the Chemocare electronic prescribing system, the same used across all of Scotland, which facilitates access to chemotherapy data and linkage to other clinical records. SACT is also delivered in St John's hospital, Fife Victoria Hospital, Borders General Hospital and Dumfries and Galloway Royal Infirmary.

There are currently 24 consultant clinical oncologists including one chair: Professor Duncan McLaren, 17 medical oncologists, 5 consultants in palliative medicine and 1 consultant psychologist. In addition, there are 5 academic medical oncologists (including two chairs: Professors David Cameron and Charlie Gourley), and one chair of palliative medicine (Professor Marie Fallon)

All Lothian oncologists are based at the Western General Hospital and work within centralised teams, but many do peripheral clinics and manage SACT prescribing and oversight at the other hospitals within SCAN.

Research and Development

The ECC has an active research programme. The Scottish Cancer Research Network (SCRN) has now been active for 14 years. During that time recruitment to cancer trials has risen considerably with patients across Scotland now having the opportunity to enter a clinical trial in every tumour site diagnosed. The network is led and managed by Dr Stefan Symeonides and Ms Dorothy Boyle.

There has been a substantial increase in the level of translational work undertaken and as a national network we are now fully embedded with our ECMC, CRUK, Academic and Commercial partners.

The South East Scotland Cancer Research Network (SESCRN) provides infrastructure and support for clinical trials, consenting more than 1000 patients into studies each year across Edinburgh and the South East of Scotland.

Expansion of clinical trials infrastructure, protected research time for clinicians, clinical trial participation and patient recruitment are absolutely central to the ECC strategy, as all are

essential to providing optimum quality of modern cancer care, patient choice and financial viability of the service as a whole.

Main Duties and Responsibilities

Within a 40-hour contract, the clinical fellow will contribute approximately:

- 2-3 outpatient clinics per week which will include a combination of new patients and follow up clinics in both medical and clinical oncology clinics
- Oversight of inpatient activity
- MDT participation for educational purposes on alternate weeks
- Training for and subsequent involvement in SACT prescribing in gynae cancer patients
- Experience in radiotherapy

PPD will take the form of some or all of these components:

- Participation in clinical trial activity
- Quality Improvement skills development and activity linked to Safety and Quality improvement in Lothian.
- Clinical teaching of undergraduate and post graduate trainees with opportunities for skills development through the CEP (Clinical Educator Programme)

Within a 40-hour contract, each fellow will contribute approximately:

- 36 hours of Supervised Clinical activity within the Department
- 4 hours Personal and Professional Development (PPD)

Communication and Working Relationships

The post holders will be expected to establish and maintain extremely good communications and working relationships with a wide range of staff, including:

- Clinical Director who will act as immediate Line manager
- Supervising Staff members from Medical, Clinical and AHPs backgrounds
- Academic mentor/ Named Clinical Supervisor
- Colleagues in training grades at Foundation, Core and Specialty level

Base

The post holder will be based at The Edinburgh Cancer Centre, Western General Hospital.

Annual leave

Annual leave is in accordance with the nationally agreed level for the grade of applicant

Qualifications and Experience

The post holder must (at the time of commencement of employment) have full registration with the GMC. Ideally applicants will have recently completed a UK based Foundation Programme and understand the UK Healthcare system. It is no longer a requirement of employment within the NHS that medical staff be registered with a medical insurance organisation. Should you wish to maintain registration with such an organisation this is entirely your own choice.

Job Revision

This job description should be regarded only as a guide to the duties required and not definitive or restrictive in any way. It may be reviewed in the light of changing circumstances following consultation with the post holder. This job description does not form part of the contract of employment and will be agreed with the Clinical Director on commencement.

Training Approval

The posts are **not** recognised for training but provide opportunities for career development and support application for future training posts.

Appointment

The appointment will be on a fulltime basis for 1 year only and subject to satisfactory on-going appraisal within role.

Indicative Job Plan – to be agreed between post holder and clinical director

DAY	TIME	ACTIVITY	Supervised Clinical Care (hours)	PPD (hours)
Monday	0900-1300	Ward Cover/Admin/SACT	4	
	1300-1700	MO Gynae Return Clinic	4	
Tuesday	0900-1300	Ward Cover/Admin	4	
	1300-1700	SACT/RT Planning	4	
Wednesday	0900-1300	Ward Cover/Admin/SACT	4	
	1300-1600	<u>Week1</u> MO Gynae Return Clinic	2	
	1300-1600	<u>Week2</u> CO Gynae Return Clinic	2	
Thursday	0830-1000	<u>Week 1</u> Gynae MDM	0.75	
	1000-1300	MO Gynae NP Clinic	1.5	
		<u>Week 2</u>		

	0830-1000 1000-1300	Gynae MDM CO Gynae NP clinic	0.75 1.5	
	1300-1630	Ward Cover/Admin/SACT	3.5	
Friday	0900-1300 1300-1700	Ward Cover/Admin Development Time	4	4
TOTAL			36	4

Contact Information

Programme / Post Queries

Prospective applicants are encouraged to contact:

Dr Moray Kyle
Clinical Director - Oncology
Consultant Clinical Oncologist
Western General Hospital, Edinburgh
moray.kyle@nhslothian.scot.nhs.uk

Dr Alison Stillie
Consultant Clinical Oncologist
alison.stillie@nhslothian.scot.nhs.uk

Dr Kate Connolly
Consultant Medical Oncologist
kathryn.connolly@nhslothian.scot.nhs.uk

Section 8: Terms and Conditions of Employment

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

TYPE OF CONTRACT	Fixed Term (12 Months)
GRADE AND SALARY	Clinical Fellow (Locum Appointment for Service) £40,995 - £54,235 per annum (pro-rata if applicable)
HOURS OF WORK	40 hours

SUPERANNUATION	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: www.sppa.gov.uk
REMOVAL EXPENSES	Assistance with removal and associated expenses may be awarded
EXPENSES OF CANDIDATES FOR APPOINTMENT	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.
TOBACCO POLICY	NHS Lothian operates a No Smoking Policy in all premises and grounds.
DISCLOSURE SCOTLAND	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.
CONFIRMATION OF ELIGIBILITY TO WORK IN THE UK	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.
REHABILITATION OF OFFENDERS ACT 1974	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.
MEDICAL NEGLIGENCE	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.
NOTICE	Employment is subject to one month notice on either side, subject to appeal against dismissal.
PRINCIPAL BASE OF WORK	You may be required to work at any of NHS Lothian sites as part of your role.
SOCIAL MEDIA POLICY	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.

