

Person Specification

REQUIREMENTS	ESSENTIAL	DESIRABLE	WHEN EVALUATED
Qualifications and Training	<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
Experience	Recent development in areas of acute care and medical specialty	Well-presented log book or professional portfolio	Application Form Interview
Eligibility	<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
Teaching	<p>Enthusiastic in teaching clinical skills in the workplace or training environment</p> <p>Evidence of contributing to teaching & 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

Fitness To Practise	Is up to date and fit to practise safely		Application Form References
Health	Meets professional health requirements (in line with GMC standards/ Good Medical Practice)		Application Form Pre-employment health screening
Academic/ Research Skills	<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>	Application Form Interview
Personal Skills	<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>	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>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</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>		
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>
Circumstances of Job	<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 Fellowships in Acute Care Specialties

Department: Medicine and Associated Services

Base: St John's Hospital, Livingston

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

Post Summary:

The posts with SJH Medical Unit

Working within the Medical Unit at St John's Hospital, the acute care posts will give successful applicants the opportunity to experience acute care clinical specialties of professional interest to them before committing to a programme of training through a Specialty application. These posts will offer successful applicants the opportunity to develop their clinical and professional competence in a purposeful and supervised manner as an assist to overall CV development.

We are looking for clinical fellows both of a more senior grade, able to work on the senior middle grade rota and more junior grade able to work on the junior middle grade rota. The senior roles would be aimed at those who have completed a core training programme and are aiming to apply for higher specialist training while the junior roles would be aimed at those who have completed foundation training or equivalent.

The successful candidates will be working within the department of Medicine at SJH based within a specialty (in- and out-patient work with procedural training if required for the specialty) while potentially doing out of hours work in Acute Medicine (dependent on experience). Areas of work will include acute care, specialty experience and continued care of patients on downstream specialist wards.

These are full time posts but applicants wishing to work less than full time will be considered.

Departmental and Directorate Information

Medical Unit, St John's Hospital, Livingston

The Medical Unit comprises 25 Consultants, plus trainees at all levels. All medical subspecialties are represented on the site. These posts are aimed at those wishing further experience in Cardiology, Respiratory Medicine, Diabetes and Endocrine, Medicine of the Elderly, Stroke Medicine and Gastroenterology, although other specialist interests will be considered.

The Consultants are supported by middle grade doctors in training (STRs, IMTs, GPST, FY2), FY1s, Physician Associates and Medical Nurse Practitioners. The unit admits approximately 13,000 patients per annum. There is a Medical Assessment Unit (MAU) and Emergency Medical Assessment Area (EMA), 4 down-stream medical wards, a rehabilitation ward and a stroke unit. Within MAU is an area for closer monitoring of patients. The hospital operates a 'Hospital at Night' service and a 'Hospital at Weekend' team.

The Medical Unit is supported by visiting Consultant Neurologists, Dermatologists, Rheumatologists, Renal Physicians, and Oncologists along with surgical specialists from Edinburgh.

There are excellent links with Primary Care, laboratory and radiological services.

The Acute Medicine service at SJH is supported by a multidisciplinary team at the front door in an integrated ambulatory care and assessment model.

These posts will allow the individual to develop skills as general physicians whilst experiencing a subspecialty area. These posts are aimed at those wishing to enter Specialist Training but who require further experience first.

There is a strong emphasis within the department on quality improvement and ample scope to participate in relevant improvement projects and/or research.

Main Duties and Responsibilities

Acute care clinical fellow posts will be based in **Cardiology (2 posts)** and **Respiratory Medicine (1 post)**

Within a full time (10PA) contract, each fellow will contribute:

- 9PAs of Supervised Clinical activity within the Medical including time managing general medical patients and as well as medical specialties including outpatients.
- 1 half day development session per week
- Post holders within the Medical Unit may be expected to contribute to the out of hours on call rota at a level appropriate to their experience.

Example rotas are available on request.

Senior clinical fellows will also be expected to support the activities of the Medical Unit by taking on a leadership role (Undergraduate training lead, Postgraduate training lead, Clinical Governance lead, Workforce planning lead) as agreed at the appointment.

The specialty and the exact job plan/rota will be agreed after appointment.

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
- Named Clinical Supervisor
- Colleagues in training grades at Foundation, Core and Specialty level

Base

The post holders will be based at St John's Hospital, Livingston..

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. Applicants will have completed a UK based Foundation Programme and have further experience at a junior or senior middle grade level (if applying for senior roles) 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 holders. This job description does not form part of the contract of employment.

Training Approval

These posts are **not** recognised for training but have been designed in consultation with the Postgraduate Dean in relation to future employment status and eligibility for Core or Specialty training and are built on sound educational governance principles.

Appointment

The appointment will be on a fulltime basis for up to 7 months and subject to satisfactory on going appraisal within role.

Contact Information

Programme / Post Queries

Prospective applicants are encouraged to make contact with:

Dr Rebecca Dickinson (for Acute Medical + speciality roles)
Department of Medicine
St John's Hospital
Tel: 01506 523000
Email: rebecca.dickinson@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>.

TYPE OF CONTRACT	FIXED TERM
GRADE AND SALARY	Clinical Fellow (£40,995 - £54,235)
HOURS OF WORK	40 hours per week

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.