

TRUST DOCTOR IN GYNAECOLOGY

POST OF: Trust Doctor in Gynaecology

The appointment is on a whole-time/part-time basis but applications are welcome from those who wish to job share.

Candidates are very welcome to visit the department and are invited to contact Dr Karin Hellner (karin.hellner@ouh.nhs.uk).

Any person who is unable for personal reasons to work full-time will be eligible to be considered for the post. If such a person is appointed, modification of the job content will be discussed on a personal basis, in consultation with consultant colleagues. Suitably qualified job-share candidates will receive serious consideration.

The following papers are attached:

1. Advertisement
2. Job Description
3. Main Conditions of Service
4. Person Specification - Selection Criteria
5. The Gynaecological Oncology Multidisciplinary Team

Job Summary

Applications are invited for a post of a Trust Doctor in the Department of Gynaecology based at Women's centre, John Radcliffe Hospital, Oxford and Horton Hospital, Banbury.

This post is suitable for candidates who wish to expand their knowledge and skills in benign Gynaecology and diagnostic cancer pathway to enable a career in gynaecology.

The post will be for 12 months in the first instance with the option of extending to two years subject to satisfactory progress.

The position is designed to offer comprehensive training for individuals seeking a potential career in Gynaecology. The candidate is expected to work alongside the benign and Gynae-oncology Teams. The post includes responsibility for supervision of inpatient and outpatient clinics. Research is not timetabled in this post, but a keen appointee would have support to undertake a research project and present at National and International meetings. Exposure to surgical training is possible with opportunities as second assistant in theaters. The successful candidate will be encouraged to register with the Royal College of Obstetricians and Gynaecologists for ATSM in hysteroscopy and Colposcopy accreditation through the British Society of Colposcopy and Cervical Pathology (BSCCP).

JOB DESCRIPTION

1. **JOB TITLE:** **Trust Doctor in Gynaecology**
2. **GRADE:** **Junior doctor**
3. **ACCOUNTABLE TO:** **Managerial Responsibility: Clinical Director for service
Professional Accountability: Medical Director administered
through Divisional Chair and Clinical Director for Gynaecology**
4. **DEPARTMENT:** **Gynaecology**
5. **PRINCIPAL ACTIVITIES:**

Clinical

The post holder's duties will be primarily at **The JR Hospital**, but their presence may from time to time be required in other parts of the Trust.

Teaching/Research

Oxford Radcliffe Hospitals NHS Foundation Trust is a teaching hospital Trust, and the post-holder will be required to participate in programmes for teaching (e.g. medical students, training junior doctors in clinical examinations) and will be provided time to ensure continuous professional development. The post-holder's contribution to teaching, training and research will be included in the regular job plan review.

Clinical Governance

The post-holder will participate in clinical governance activities, including clinical audit, clinical effectiveness, risk management, quality improvement activities as required by the Trust, and external accrediting bodies.

Personal and Professional Development

The post-holder will be required to keep himself/herself fully up-to-date with their relevant area of practice and to be able to demonstrate this to the satisfaction of the Trust. Professional or study leave will be granted at the discretion of the Trust, in line with the prevailing Terms and Conditions of Service, to support appropriate study, postgraduate training activities, relevant CME courses and other appropriate personal development needs. Doctors at the appropriate level of training will have the opportunity to register with the Royal College of Obstetricians and Gynaecologists (RCOG) for

Hysteroscopy Advanced Training Skills Module (ATSM) and Colposcopy accreditation through the British Society of Colposcopy and Cervical Pathology (BSCCP).

Management

The post-holder will be required to work within the Trust's management policies and procedures, both statutory and internal, accepting that the resources available to the Trust are finite and that all changes in clinical practice or workload, or developments requiring additional resources must have prior agreement with the Trust. He/she will undertake the administrative duties associated with the care of his/her patients, and the running of his/her clinical department under the direction of the lead clinician and/or directorate chair.

Infection Control

Infection Control is everyone's responsibility. All staff, both clinical and non clinical, are required to adhere to the Trusts' Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of Healthcare Associated Infections including MRSA.

All staff employed by the OUH Foundation Trust have the following key responsibilities:

- Staff must wash their hands or use alcohol gel on entry and exit from all clinical areas and/or between each patient contact.
- Staff members have a duty to attend mandatory infection control training provided for them by the Trust.
- Staff members who develop an infection (other than common colds and illness) that may be transmittable to patients have a duty to contact Occupational Health.

General

The post-holder will assume a continuing responsibility for the care of patients in his/her charge and the proper functioning of his/her department.

IMPORTANT GENERAL NOTE

The post-holder must take reasonable care of his/her own health and safety and any other personnel who may be affected by his/her omission. Trust policies and regulations must be followed at all times.

Weekly provisional Programmed Activities

The Programmed Activities will be agreed with the Clinical Director in discussion with clinical leads and the requirements of the service. An indicative job plan is outlined below although the final job plan will be drawn in discussion with the CD after the appointment. The post holder will be expected to work 40 hours per week on an average.

	Mon	Tues	Wed	Thurs	Fri	Sat/Sun
0800-0830	WR		WR	WR	WR	
0900-1300	Gynae clinic	Colposcopy	Colposcopy	Theatres	Admin	
1400-1830	Admin/ward cover	Colposcopy clinic	Audit/Teaching	Theatres	Gynae clinic	
1700-2100			Ward cover: flexible session			

The post holder is not expected to participate in out of hour's rota to cover evenings and weekends but may choose to do that as additional activity.

The Job Plan is New Deal compliant, rest compliant.

Annual and study leave arrangements must be coordinated within the Department to ensure there is an acceptable level of cover.

MAIN CONDITIONS OF SERVICE

1. The post is covered by the national Terms and Conditions of Service of Hospital Medical and Dental Staff (England and Wales) and the Conditions of Service determined by the General Whitley Council for the Health Services (Great Britain), as amended from time to time. As the Trust develops it will review these terms and may vary the national agreements to respond to local conditions and reflect Trust requirements following negotiation with the BMA Local Negotiating Committee.
2. Applicants invited for interview will be asked to complete a medical questionnaire for submission to the Trust's occupational health service.

NB Medical staff who will be undertaking clinical work will be required to provide *written* proof of hepatitis B immunisation and antibody status, BCG and rubella immunisations. In the absence of such evidence the postholder will not be placed on the payroll or undertake clinical work until the evidence is produced to the satisfaction of the Trust.

- 3 The salary scale is £40,257.

Trust Doctor Gynaecology

4. The successful candidate must hold full registration with the GMC.
5. The successful candidate is not required to subscribe to a recognised professional defense organisation to fulfil his/her contractual obligations to this Trust, but should ensure he/she has adequate defense cover as appropriate, for example, for private and Category 2 work, and for GMC disciplinary proceedings.

RECRUITMENT TO MEDICAL & DENTAL POSTS - PERSON SPECIFICATION

SELECTION CRITERIA

Requirements	Essential	Desirable
Qualifications/Training		
(a) Qualifications and skills	MBBS or equivalent	MRCOG part 2 or equivalent Intercalated degree Other post graduate diploma
(b) Clinical experience and effectiveness	Clinical training in Gynaecology Evidence of clinical or basic research in Gynaecology	<u>Colposcopy training</u>
(c) What level of responsibility should be shown now	Ability to make decisions at CT doctor level	Ability to take clinical decision for acute Gynaecology take patients
Skills and Knowledge - What special skills or knowledge does the postholder require?	<ul style="list-style-type: none"> • Knowledge of the decision-making processes and the scientific rationale for these decision in Gynaecology • adequate surgical skills to cover basic gynaecological surgery • knowledge of the principles of colposcopy 	
(a) Leadership skills	Sufficient leadership and organizational skills to interact with junior and seniors	
(b) Organisation skills	Well organized and able to prioritize	Management training and experience
(c) Professional - extra skills or achievements		A commitment to register for ATSM/BSCCP training

(d)	Personal skills	Good personal and interpersonal skills	..
(e)	Communication skills	Good spoken and written English. Communication skills should be highly developed.	
(f)	Teaching experience	Experience of teaching undergraduates, trainees and non- Medical staff	
(g)	Audit experience	Experience of routine clinical audit	
Other Requirements			
(a)	GMC Registration	Full	

Division and Service Information

DIVISION

Divisional Director: Professor Chris Cunningham

General Manager: Mr Rainer Buhler

Divisional Nurse and Deputy Divisional Director: Mrs Alison Cornall

DIRECTORATE

Clinical Director: Prof PG Roy

Operational Services Manager: Mrs Amber Hodges

Matron: Mrs Susie Saeed

2. GYNAECOLOGY DIRECTORATE

2.2 Staffing

NHS Staff

Benign Gynaecology

Mr Simon Jackson	Gynaecology/ Urogynaecology
Mr Vic Rai	Gynaecology
Miss Lee Lim	Gynaecology/ Fertility
Mr Jonathan Nicholls	Gynaecology/ Urogynaecology
Miss Uloma Okwuosa	Obstetrics and Gynaecology
Mr Kirana Arambage	Gynaecology/ Minimal Access Surgery- Endometriosis
Miss Lamiese Ismail	Obstetrics and Gynaecology
Mr Prasanna Supramaniam	Gynaecology/ MAS and ultrasound
Miss Helen Jefferis	Consultant Gynaecology/ Urogynaecology
Miss Geraldine Spain	Consultant Gynaecology/ oncology
Mr M Izett	Consultant Gynaecology/ Urogynaecology
Miss Maria Sereni	Locum Consultant Gynaecology/ Colposcopy
Mr Martin Hirsch	Gynaecology/ Minimal Access Surgery- Endometriosis
Mr M Izzett	Gynaecology/ Urogynaecology
Mr A El-Zibdah	Locum Consultant Gynaecology
Miss S Pappa	Locum Consultant Gynaecology

Gynae-oncology

Prof S Kehoe	Clinical Lead Gynae-oncology
Mr H Soleymani	Gynae-oncology
Miss B Abdul	Gynae-oncology
Mr M Alazzam	Gynae-oncology

Nuffield Department of Women's and Reproductive Health

Professor Krina Zondervan	Head of Department
Professor Stephen Kennedy	
Professor Ahmed Ahmed	
Mr Christian Becker (Associate Professor)	
Mr Tim Child (Associate Professor)	
Dr Ingrid Granne (Associate Professor)	
Dr Karin Hellner	
Miss Jane Hirst (Associate Professor)	
Mr Enda McVeigh (Associate Professor)	
Miss Jane Moore	
Mr Aris Papageorgiou (Associate Professor)	
Professor Manu Vatish	
Miss Katy Vincent (Associate Professor)	

Associate Specialists

Dr Sheila Doshi	Obstetrics and Gynaecology/colposcopy
Mr Mohammed Raheem	Obstetrics and Gynaecology
Miss S Roy-Chaudhri	Gynaecology

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