



**East Suffolk and
North Essex**
NHS Foundation Trust

Consultant in Dermatology

East Suffolk and North Essex NHS Foundation Trust

Responsible to: Clinical Divisional Director Mr Mark Bowditch

Accountable to: Chief Medical Officer Dr Angela Tillet

EAST SUFFOLK AND NORTH ESSEX NHS FOUNDATION TRUST

Message from the Chief Executive

Dear colleague

Thank you for your interest in joining East Suffolk and North Essex NHS Foundation Trust (ESNEFT).

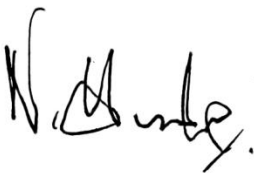
ESNEFT provides integrated care to a population of almost a million people. We employ more than 11,000 staff across two acute hospitals in Colchester and Ipswich and in community hospitals, clinics, surgeries and patients' homes. We are a partner in the Suffolk and North East Essex Integrated Care System.

We would like you to help us provide the best care and experience for the communities we serve in east Suffolk and north Essex. You can find out more about us on [our website](#) and please take a look at our [Come and Join us recruitment video](#).

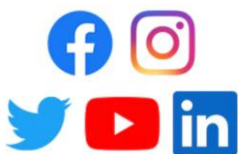
We are committed to being a great place to work, and great place to train and a great place to receive care. As a large organisation we offer exciting opportunities for development, innovation, research, education and training.

We have a simple philosophy: time matters. Time matters for our patients, their families and our staff. By focusing on time, we can remove unnecessary stress and frustration – giving our patients a better experience and to make sure you have more time to care and make the most of your skills.

Yours sincerely,



Nick Hulme
Chief Executive



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We are...

East Suffolk and North Essex NHS Foundation Trust

We provide healthcare to a population of almost a **million** people in



But we don't work alone. We work alongside a multitude of teams in health, social care, voluntary services and other organisations to make care work well for local people whether they are at home or in hospital.

Time matters



Our philosophy is that time matters. Dealing with health issues can be stressful, both for the patient and for those who care for them. There is the necessary stress of the health need and the emotional effort of caring.

However, too often the complexity of the health and care system adds unnecessary stress. At the heart of this is time. Time is important to everyone whether as patients, as family or carers, or as staff delivering care.

We will improve services to make every moment count.

There's no place like home



1 in 5

of our staff work out and about in the community

And our NHS teams are supporting local people to stay in control of their health at home

When people need care in hospital we are committed to getting them home again as soon as possible

We can join the dots between care at home and hospitals



Size matters



We are the largest NHS organisation in East Anglia employing more than 11,000 staff and several of our clinical services are among the largest in England:

- Acute children's services
- Oncology
- Trauma and orthopaedics
- General surgery
- Urology
- Ophthalmology

Our values are: **optimistic, appreciative and kind**

Background of East Suffolk and North Essex Foundation Trust

ESNEFT was formed on 1 July 2018 following the merger of two NHS trusts in Colchester and Ipswich & east Suffolk. We became one of the largest NHS organisations in the region, and in 2021 grew further still when we began working in collaboration with other providers to provide community services in north east Essex.

As well as Colchester and Ipswich hospitals, our teams provide care and services from Aldeburgh, Clacton, Harwich, Halstead and Felixstowe hospitals, Bluebird Lodge in Ipswich and the Primary Care Centre in Colchester. Not forgetting our community teams who are based in local health clinics, surgeries and those who visit patients' homes.

Living in east Suffolk and north Essex

Whether it's a walk through the Constable countryside of the Dedham Vale, an amble around Woodbridge or a trip to splash in the sea at Frinton, there's plenty on offer in Suffolk and Essex.

Boasting brilliant shopping locations of Ipswich and Colchester, as well as many beautiful towns such as Framlingham, Lavenham or Wivenhoe, the two counties aren't short of places to visit. Quirky independent shops feature in many towns and villages, but you don't need to go that far to find your favourite larger retailers.

Woodbridge, Dedham Vale and the Shotley Peninsula were all named in the Sunday's Times' Best Places to Live guide 2021, but there are many towns and villages that offer pretty chocolate box scenes known in Suffolk and Essex, with an excellent choice of both state and private-sector schools.

With its rich history and status as Britain's oldest recorded town, Colchester isn't just a shopping destination, but has a strong cultural identity with its numerous galleries, theatres and arts venues. Suffolk's main town of Ipswich is a bustling place to visit, whether you're shopping, visiting the regenerated waterfront area, or spending time at one of the many bars or cafes.

Suffolk and Essex are holiday destinations for a reason. The beautiful stretch of coastline along Suffolk and Essex offers everything from the pier and heritage of Southwold, the amusements at Clacton to sights such as Thorpeness' House in the Clouds. Long before Ed Sheeran sang about the 'castle on the hill' in Framlingham, Jimmy made its mark on the map with his TV-famous farm, and there's no shortage of days out including Sutton Hoo, Kentwell Hall, Colchester Castle or Audley End Hall.

Watch the video below about living and working in Essex & Suffolk

<https://www.youtube.com/watch?v=GkPu7HphU8A>

Our structure and people

Our Trust is organised into clinical divisions (see below) supported by a series of corporate services.

- Medicine (Colchester) and Medicine (Ipswich)
- Cancer and Diagnostics
- Musculoskeletal and Special Surgery
- Surgery and Anaesthetics
- Women's and Children's
- Integrated Pathways
- North East Essex Community Services

The role you have expressed an interest in is in the Musculoskeletal and Special Surgery division.

Each division at ESNEFT has a divisional clinical director, an associate director of operations and an associate director of nursing, as well as a series of senior leadership positions supporting the clinical delivery group.

Information about our Trust Board can be found on the [About Us section of the ESNEFT website](#). Our Chief Executive is Nick Hulme and our Deputy Chief Executive is Neill Moloney. Our Trust chair and Non Executive lead is Helen Taylor.

Our people values are: Optimistic, Appreciative and Kind.

A role in Dermatology

An opportunity has arisen to join our team at Ipswich and Colchester Hospital.

We are inviting applications for a full time, Consultant in Dermatology.

The divisional leaders are:

- Divisional clinical director Mark Bowditch
- Associate director of operations Sarah Noonan
- Associate director of nursing Kay Hamilton

Information about the Department

We are looking for 3 consultant dermatologists to strengthen and support the existing team in redesigning the dermatology service to ensure an integrated community service across Suffolk and North Essex. We are keen to attract people who are interested in developing and supporting other staff through the Specialist Doctor Development Programme, as well as the Nurse Practitioner Trainees and working closely with local General Practitioners to help develop hospital/community sessions.

Across East Suffolk and North Essex Foundation Trust we are committed to support our clinicians in building and developing their private practice alongside NHS caseload allowing a hospital delivered location to these private services.

The Dermatology Department spans across both hospital sites, in Ipswich we have a dedicated area of the hospital, with 8 clinic rooms, 2 minor operating theatres and consultant office space. There is an additional separate area for patch testing, phototherapy and PDT. The unit has its own dedicated administrative, medical and nursing staff. Following the allocation of £69m Capital Funds to ESNEFT, there are plans to relocate the unit to a more central and modern area of the hospital site as part of the Trust's Estates Strategy. In Colchester following the successful bid to deliver the service we are running services from the newly redesigned Primary Care Centre

Following recent staffing changes across the Ipswich Hospital site and a successful tender in North East Essex the Dermatology Department of ESNEFT is in the exciting position of redesigning our services. We are looking for suitable candidates to be a part of this service redesign.

The dermatology department across ESNEFT has an exceptional team who are keen to develop services under the leadership of consultant staff members.

On our Ipswich site the Dermatology Service is delivered from a stand-alone department with 8 clinic rooms, 2 minor operating theatres and consultant office space. The unit has its own dedicated administrative and medical nursing staff along with a separate outpatients waiting area. The service further benefits from running plastic surgery clinics alongside the dermatology service offering an improved pathway to our patients.

In addition to the above the service benefits from additional area for patch testing phototherapy and PDT all co-located within the dermatology department.

Following successful tender of the North East Essex Service we are redesigning service location across Colchester to run dermatology services within the newly developed Primary Care Centre on Turner Road, the service will offer dedicated clinic rooms along with minor operating facilities.

The department currently has establishment for 5 full time consultants, 4 clinical assistants, GPwSI and 8 Nurse Practitioners with their own service.

We work closely with the plastic surgery department on both sites with Ipswich having links to Norfolk and Norwich UH and Colchester linking with Broomfield Hospital.

The Dermatology service have the benefit of an extremely skilled and experienced nursing team who have their own general nurse-led clinics across both sites.

Specific nurse-led clinics are also in place for acne and renal transplant screening as well as skin biopsy procedures. There are plans for dedicated nurse-led biologics clinic and we welcome the support of consultant staff to further develop the nursing posts in ESNEFT.

We have two established clinical nurse specialist in skin cancer, one on each site.

Our local General Practitioners are very supportive of the department and the hospital and we are continuing to develop closer ties following our successful bid to provide an integrated dermatology model in primary care settings.

Main Duties and Responsibilities of the Post

GENERAL

All consultants in the department have a continuing and individual responsibility for the care of patients in their charge and a general responsibility to provide, in conjunction with their colleagues, an effective dermatology service to meet the needs of the local population, within the resources available.

Key tasks:

- Maintenance of the highest clinical standards in medical and surgical dermatology
- Provision of out-patient services in dermatology in Ipswich Hospital
- Sharing with colleagues the provision of dermatology advice to medical and surgical inpatients
- Working with colleagues, both medical and nursing, to improve and advance the dermatology service
- Sharing with colleagues the responsibility for the management of the Dermatology Department.
- Teaching and training of dermatology trainees, junior medical staff, nursing staff, primary care colleagues and medical students
- Actively participate in both departmental and Trust matters concerning clinical governance and audit
- Having responsibility for ensuring active participation in continuing professional development (CPD).

CLINICAL

The appointee will be expected to:

- Take and share the consultant clinical responsibilities within the department. The precise allocation of session time will be agreed with consultant colleagues, but it is envisaged that there will be 1 OPD operating procedure sessions and 4 OPD sessions per week
- Share in the rota of consultant cover for emergency work (in working hours only for ward emergency reviews), and provide cover for colleagues during leave and other authorised absences
- Supervise nurse-led clinics within the department
- Providing management advice for GPs where appropriate

The consultant job plan will be based on a 10 PA contract. This will be built with 8.0 DCC and 2.0 SPA. Within this, 5 PA out of the 8 PA are spent doing procedure or clinic sessions, 0.5 PA MDT and 2 PA doing DCC (clinical admin work, ward rounds and supervising others doing work). Options for part time work are available and will be discussed on an individual basis

Example timetable

The proposed job plan is indicative of the work required but is not rigid and will be flexible depending on service needs and interests of the applicant.

A formal job plan will be agreed between the appointee and Clinical Lead on behalf of the Medical Director three months after the commencement date of appointment.

The job plan will then be reviewed annually. It will cover all aspects of a consultant's professional practice including clinical work, teaching, research, education and managerial responsibilities. It should provide a clear schedule of commitments, both internal and external. In addition, it should include personal objectives, including details of their link to wider service objectives and details of the support required by the consultant to fulfil the job plan and the objectives. The annual review will be used to check that the job is accurate and compliant with the EWTD. This also provides an opportunity for constructive debate about the individual's personal development plan including CPD and any evolving special interests, which the appointee may wish to pursue.

The applicant will be offered a period of formal mentorship as required by the Royal College.

The job plan includes time for teaching, administration, ward visits, management and clinical governance.

Potential timetable sessions are flexibly moved dependant on candidate except for SMDT preparation and MDT work for cancer lead.

Indicative Job Plan

| | | |
|---------|------|--|
| Monday | a.m. | DCC OPD Clinic |
| | p.m. | |
| Tuesday | a.m. | DCC OPD clinic LSMDT is 1230 and 1400 hrs |
| | p.m. | DCC admin and ward rounds |

| | | |
|----------------|------|-----------------------------|
| Wednesday | am | DCC OPD surgical session |
| | p.m. | SPA |
| Thursday | a.m. | DCC OPD clinic |
| | p.m. | SPA including research time |
| Friday | a.m. | DCC OPD clinic |
| | p.m. | Admin |
| DCC | 6 | |
| Clinical Admin | 2 | |
| SPA | 2 | |
| On call | 0 | |
| | | TOTAL 10 |

Management

The Divisional Clinical Director is responsible for managing the Clinical Delivery Group, and its performance, and plays an important part in the strategic management of the hospital as a member of the Trust Senior Leadership team. All clinicians are encouraged to play an active role in the management of the hospital and services.

East Suffolk and North Essex Foundation Trust expects its entire professional staff to maintain a high level of competence, maintaining their time effectively and using expensive resources both responsibly and efficiently. Naturally, it is assumed that all staff will treat patients with both dignity and understanding, and that they will strive to work well together.

Medical members of staff are expected to contribute to the general management of the hospital, and to develop links with the community. They are also expected to work as members of the team with Resource Management accountability to the Divisional Clinical Director.

Continuing Professional Development

The Trust supports the requirements for continuing professional development (CPD) as laid down by the GMC and Royal College and is committed to providing time and financial support for these activities.

Research, Audit & Teaching

In conjunction with consultant colleagues he/she will organise and supervise the teaching of junior medical staff and students in the department.

Research, audit and teaching are vital for the growth of effective clinical care. The consultant will be expected to support and foster these non-clinical roles in conjunction with the incumbents and to take part in the teaching of medical undergraduates and postgraduates.

Administration

It is expected that all consultants will share the administrative duties associated with the running of an effective department, which will include defining policy and guiding, advising and co-operating with Practitioners in the Trust, General Practitioners and staff in the Community.

Office accommodation and secretarial support

A dedicated administration support team supports the Department. The successful candidate will have dedicated desk space, office computer and Secretarial support.

Revalidation

The Trust has the required arrangements in place to ensure that all Consultants have an annual appraisal with a trained appraiser and supports Consultants going through the revalidation process.

Mentoring

The Trust is keen to support newly appointed consultants with named mentors.

EDUCATION & TRAINING

The Trust is keen to develop our staff and there are excellent learning and education facilities at both Colchester and Ipswich Hospitals.

All Consultants are expected to contribute to our teaching programmes for Foundation, IMT, GP, Higher Specialty Training and the current programme is below. In addition, there are many opportunities to support the multi-professional teaching and development.

| | Cross site | |
|--------------|---------------------------|-----------|
| Grade | | |
| F1 | Tuesdays | 1200-1300 |
| F2 | Tuesdays | 1300-1400 |
| IMT | Fridays | 1300-1400 |
| Med SPR | Third Tuesday every month | |
| Grand Rounds | Wednesday | 1230-1330 |
| Journal Club | Thursday Lunchtime | |
| Surgery | Friday 0800-0900 | |

The Trust has medical students attached from the University of Cambridge, University of East Anglia, Anglia Ruskin University and Queen Mary's School of Medicine. Departments organise local teaching and all Consultants are encouraged to participate.

We encourage all Consultants and SAS doctors to become an Educational Supervisor. We offer a dedicated training and support package locally and with HEE East of England.

The appointee will be expected to participate in audit projects associated with the department. Medical audit sessions are held regularly every month and attendance is mandatory (it is expected that the consultants will attend 75% of them during the year).

The appointee will participate in clinical governance activities, risk management, clinical effectiveness and quality improvement program activities as requested by both the Trust and external organisations.

Research is encouraged with the support of the ESNEFT Research Team and Local Ethical Committee.

Study leave for all senior grade doctors (Consultant and SAS) to complete Continuing Professional Development is 30 days over a 3 year period. The Trust will fund activities up to a local ceiling which is currently £700 per annum, per consultant.

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.

General Conditions of Appointment

The Trust requires the successful candidate to have and maintain full registration with the General Medical Council, NHS Indemnity and private cover if appropriate. The appointee is advised to maintain membership of a Medical Defence Organisation for professional duties not included within the NHS Indemnity Scheme.

Consultants are required to have continuing responsibility for the care of patients in their charge and for the proper functioning of their departments. They are expected to undertake administrative duties that arise from these responsibilities. Specifically, Consultants will co-operate with the Divisional Clinical Directors to ensure timely and accurate production of discharge letters and summaries of patients admitted under their care. "Timely" will, as a minimum, be the meeting of standards agreed between the Trust and the Purchasers. Current standards are:- discharge letter will be given to the patient on discharge, with a copy to the GP on the same day; a summary will reach the GP within 10 working days of patient discharge.

The appointee will be accountable managerially to the Divisional Clinical Director and the Chief Executive, and professionally to the Chief Medical Officer of the Trust.

The post is covered by the Terms & Conditions of Service of ESNEFT, which primarily reflect the New Consultant contract. Terms and Conditions – Consultants (England) 2003. Consultants will normally be appointed on the bottom of the consultant salary scale except where they have recognised seniority at a consultant level.

The appointee may be required to undergo a medical examination prior to appointment and will be required to attend the Occupational Health Department within one month of commencement.

The post is exempt from the provisions of section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Applicants are, therefore, not entitled to withhold information about convictions, which for other purposes are "spent" under the provision of the Act, and in the event of employment any failure to disclose such convictions could result in dismissal, or disciplinary action by the Trust. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the Order applies.

In accordance with the Protection of Children Act 1999, Criminal Justice and Court Services Act 2000 and Care Standards Act 2000 (Part VII – Protection of Vulnerable Adults, the Trust has a legal duty to safeguard children and vulnerable adults in its care from the potential risk of associating with persons with previous convictions involving children and vulnerable adults. In order to carry out checks on those persons having access to children and vulnerable adults, the Trust will use the Criminal Records Bureau (CRB) disclosure service.

The Trust is a no smoking hospital and smoking is not permitted on any of the Trust's premises. All Trust staff are responsible for complying with Trust Infection Control policies and clinical guidelines.

GENERAL INFORMATION

Electronic Patient Records system

There is an established hospital information and support system (Lorenzo in Ipswich and Medway in Colchester). A project is underway to upgrade to a new electronic patient records system – it's the the biggest digitisation investment at ESNEFT for the next 10 years.

Quality

The Trust is committed to providing patient care of the highest quality and requires all staff to play an active role in achieving this.

Confidentiality

During the course of his/her duties, the post holder may have access to confidential information which must not be divulged to any unauthorised persons at any time, this includes compliance with the Trust's Policy on Data Protection.

Trust Policies

The post holder is required to comply with all the Trust's policies

Relocation Package

The Trust has designed its scheme to be as flexible as possible to enable employees to maximise their benefits. Further information can be obtained from the Human Resources Department.

Interview Expenses

All potential applicants are advised the Trust will only reimburse travel and hotel accommodation expenses in respect of the interview and one preliminary visit. In the case of candidates attending from outside of the United Kingdom, expenses will only be met from the port of entry.

Enquiries and Visits

Applicants or prospective applicants are encouraged and welcome to visit the department and to meet prospective colleagues. Arrangements for visiting can be made by contacting us.

Requests for visits to the unit should be made to:

Mr Jignesh Patel – Consultant Ophthalmologist and Clinical Delivery Group Lead
Email: Jignesh.Patel@esneft.nhs.uk

Emma Nunn – General Manager, Specialist Surgery
Email: Emma.Nunn@esneft.nhs.uk
Tel: 07584 187124

PERSON SPECIFICATION

GRADE: CONSULTANT

SPECIALITY: DERMATOLOGY

| | Essential | Desirable |
|--|---|--|
| 1. Education, Qualifications and Special Training | <ul style="list-style-type: none">• Entry on the GMC specialist register in Dermatology or be eligible for entry (within six months of attaining Certificate of Completion of Specialist Training) at the time of interview• MRCP or equivalent• Full GMC registration | <ul style="list-style-type: none">• MD or PhD |
| 2. Knowledge & Skills | <ul style="list-style-type: none">• <i>Broad knowledge and experience of medical and surgical dermatology including management of acute dermatoses</i> | <ul style="list-style-type: none">• A particular interest and expertise in skin cancer diagnosis and treatment |
| 3. Experience | <ul style="list-style-type: none">• Clinical training and experience equivalent to that required for gaining UK CCST in Dermatology• Ability to offer an expert opinion on the full range of dermatological problems• Ability to take full an independent responsibility for the clinical care of patients• Ability to safely oversee and share care of patients with chronic skin problems with nursing and other staff | <ul style="list-style-type: none">• Supervised training in an appropriate SpR training programme or equivalent |

| | Essential | Desirable |
|---|--|---|
| 4. Teaching and Training | <ul style="list-style-type: none"> • Ability to work with and supervise non-career grade staff, registrars and specialist nurses • Ability to teach clinical skills | <ul style="list-style-type: none"> • Experience of teaching clinical skills to undergraduates • Ability to supervise research |
| 5. Management & Audit Training | <ul style="list-style-type: none"> • Ability to assist in the efficient and smooth running of the Dermatology service • Ability to organise and manage day to day service delivery e.g. out-patient priorities and dermatological surgery lists • Ability to manage and lead strategic developments in service delivery • Experience of audit and evidence based management of clinical problems • Ability and willingness to work within the Trust and NHS performance framework and targets | |
| 6. Research & Publications | <ul style="list-style-type: none"> • Ability to apply research outcomes to clinical problems • Publications in peer reviewed journals | <ul style="list-style-type: none"> • Ability to supervise research projects |
| 7. Personal Skills & Qualities | <ul style="list-style-type: none"> • Caring attitude to patients • Good personal interactive communications skills: clarity of expression and purpose • The ability to work as a team member • Acceptance of management and administrative duties by working within a structured hospital team for the greater good • Commitment to Continuing Medical Education and the requirements of Clinical Governance | <ul style="list-style-type: none"> • Has the ability to travel between clinical sites during the course of duties |
| 8. Appraisal | <ul style="list-style-type: none"> • To have training and experience in appraisal systems | |
| 9. Clinical Governance | <ul style="list-style-type: none"> • To have a broad understanding of all elements of, and a commitment to the principles of Clinical Governance | |
| 10. Standards | <ul style="list-style-type: none"> • To have a thorough knowledge and demonstrable understanding of "Good Medical Practice" from the GMC | |