



**James Paget
University Hospitals**
NHS Foundation Trust

Specialty Doctor in Trauma and Orthopaedics

Job Description & Person Specification



**BUILDING A
HEALTHIER
FUTURE
TOGETHER**

James Paget University Hospitals NHS Foundation Trust
Lowestoft Road, Gorleston, Norfolk, NR31 6LA

Hospital Switchboard: 01493 452452
Medical Staffing: 01493 453667 / 3117
www.jpaget.nhs.uk

Welcome from Chief Executive *Jo Segasby*



Dear candidate,

I am delighted that you are interested in joining our Trust, and are taking the time to read this information pack. James Paget University Hospitals NHS Foundation Trust is a rapidly growing Trust with a very bright future, and we take pride in finding the right 'Paget's People' to help deliver the best care for our patients on the east coast of Norfolk.

Our Trust has become a valued and much-loved local institution, serving the communities of Great Yarmouth and Waveney since it fully opened in 1982. Today, we employ over 4000 members of staff, working closely with our hospital partners to deliver innovative and compassionate care.

We cherish our role as a provider of education, working closely with local and international universities Higher Education institutions, and we are committed to 'growing our own' – investing in employing and training people from our community to develop and flourish in a variety of clinical and non-clinical careers.

The James Paget is known internationally for its excellence in research and training, and for the clinical experience we offer to our trainee doctors and healthcare staff. We are a diverse, welcoming hospital, and are committed to offering flexible working arrangements to help develop the skills and experience of our teams.

Our hospital is also on the path towards developing a new hospital over the coming years, working closely with the Department of Health and Care to deliver a modern, innovative health and care campus on our current site as part of the national New Hospital Programme.

We are looking for people that embody our values of caring for our patients, each other and ourselves, underpinned by our Trust behaviours:

- Courtesy and respect
- Attentively kind and helpful
- Responsive communication
- Effective and professional

We welcome your interest, and look forward to receiving your application!

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Jo Segasby'.

Jo Segasby, Chief Executive

SECTION 1: PERSON SPECIFICATION

Job Requirements	Essential	Desirable
Qualifications	MBBS or Basic Medical Degree	
	MRCS or equivalent or Mch Orthopaedics or equivalent	
	Full GMC Registration	
Training, audit, and research	A minimum of 3 years' experience at SHO level or higher	Experience of committee work/project management
	Willingness to participate in and lead a multi disciplinary team, balancing departmental and personal objectives	Development of a special interest
	Ability to use research outcomes in clinical practice	Involvement in research projects and published papers
	Familiarity with conducting clinical audit	Experience of teaching medical students
	Energy and enthusiasm to contribute to the education of Medical Students	
	Experience in teaching junior medical staff	
Experience	Wide experience in Orthopaedics	Good experience in Trauma and Joint Anthroplasty
	Ability to provide expert clinical opinion across a wide range of problems within the specialty	Formal training in teaching skills
	Proven clinical experience and training in Orthopaedics	
	Capable of organising and prioritising work effectively	
Management and Leadership	Able to plan and develop a modern service in keeping with current trends	Willing to undertake some management and/or administrative duties
	Willingness to participate in a multi-disciplinary team, balancing departmental and personal objectives.	
Communications and Language Skills	Ability to contribute an open culture with good communication based on open dialogue and active listening	

Title	Speciality Doctor in Trauma & Orthopaedics
Location	James Paget University Hospitals Foundation NHS trust.
New or Replacement Post	New Post
Accountable to	Consultants in Trauma and Orthopaedics and Divisional Medical Director of the Division of Surgery and Women & Children's Services
Principle Job Purpose	To provide in conjunction with colleagues Trauma and Orthopaedic services for the Trust.
Sessional Commitment	<p>Direct Clinical Care 8.5 PAs on average per week {Includes clinical activity, clinically related, activity, predictable and unpredictable emergency work}</p> <p>Supporting Professional Activities 1.5 SPAs on average per week</p> <p>Additional PAs</p> <p>This post is also allocated 0.125 PA for medical school teaching. This post also allows PAs for educational supervision which attracts 0.25PA per trainee. A range of other SPAs are available for activities, including specific posts (following successful appointment), research (funding usually required through CRLN, grants and other sources), governance work, other committee work, additional education roles and appraisal work.</p>
Tenure	This is a permanent appointment.
Advertising	We welcome applications from internal and external candidates.

Main Duties

1. The post holder will join, the current workforce of the Trauma & Orthopaedics department, which has 10 Consultants, 6 Speciality Doctors and 2 SPRs and 2 Associate Specialists. The department also have 10 Junior Doctors (FY2, Core Surgical Trainees, and Clinical Fellows).
2. The clinical duties of the post will consist of theatre and outpatient sessions. There will be ward rounds with the Consultant and junior medical staff. The successful candidate will attend Department meetings and will be expected to participate in audit / research, teaching and training of medical students and junior medical staff.
3. Although each firm is Consultant led, the successful applicant will be expected to operate independently on both trauma and elective cases (including joint replacement surgery). It is desirable to have developed a special interest and to have an interest in research and audit. This post gives a valuable opportunity for the successful candidate to work towards Article 14 conversion.
4. The department operate a "trauma week" system with a frequency of 1 in 8. The On-call team (consultant, middle grade and junior) admit patients from Friday to Friday. The successful applicant will be non-resident on-call over the weekend (Friday – Monday) and once overnight during the week. No elective activity occurs during this week. (add the timetable for the on call week p14 here)
5. Out of hours, the Trust operates a Hospital at Night system and the FY2/ST1/ST2 orthopaedic trainees participate in this rota.
6. The successful candidate will be expected to supply cover for his or her colleagues on a mutually agreed basis for annual leave and other authorised absence.

Other Responsibilities

Subject to the provisions of the Terms and Conditions of Service to observe the Trust's agreed policies and procedures drawn up in consultation with the profession on clinical matters and to follow the standing orders and financial instructions of the Trust.

To observe local and national employment and personnel policies and procedures, and to comply with Regional and Trust Health and Safety policies.

To assume responsibility for and facilitate contact from members of staff with delegated duties for personally accountable patient care.

Job Plan

Job Plan

This post is for 10 PA's per week initially – subject to annual job planning meetings. A formal job plan will be agreed between the appointee and their Clinical lead, on behalf of the Medical Director, three months after the commencement date of the appointee. This will be signed by the Chief Executive and will be effective from the date signed by the Divisional Director. For the first three months the job plan will be based on the provisional timetable. The job plan will then be reviewed annually, following an Appraisal Meeting.

For a full time contract on average posts within the Trust would have the following split:

Direct Clinical Care **8.5 PAs on average per week**
{Includes clinical activity, clinically related, activity, predictable and unpredictable emergency work}

Supporting Professional Activities **1.5 SPAs on average per week**

Additional PAs

This post is also allocated 0.125 PA for medical school teaching. This post also allows PAs for educational supervision which attracts 0.25PA per trainee. A range of other SPAs are available for activities, including specific posts (following successful appointment), research (funding usually required through CRLN, grants and other sources), governance work, other committee work, additional education roles and appraisal work.

Timetable

Timetable

The following provides **only an example/TEMPLATE** of scheduling details of the clinical activity and clinically related activity components of the job plan which occur at regular times in the week.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
AM	Ward Round	Orthopaedic Clinic	Orthopaedic Theatre	Special Interest Clinic	Ward Round
PM	Fracture Clinic	SPA	Orthopaedic Theatre	Ward Round	SPA

On Call Availability

On-call availability

There is a 1:9 on-call commitment for providing an intermediate level emergency service in Orthopaedics on a shared basis with other Middle Grades within the Department, with prospective cover.

Health and Safety Responsibilities

To ensure that the Trust's Health and Safety Policies are understood and observed and that procedures are followed.

To ensure the appropriate use of equipment and facilities and that the working environment is maintained in good order.

To take the necessary precautions to safeguard the welfare and safety of yourself, patients, visitors, and staff, in accordance with the Health and Safety at Work Act.

To undertake appropriate health and safety training to support safe working practice, including where appropriate, its management.

To demonstrate a practical understanding of risk assessment in relation to their areas of responsibility and to ensure safe systems of work are in place.

To ensure that all incidents occurring within the department are reported in accordance with Trust procedures, investigated and corrective action taken as necessary and/or reported to senior management and specialist advisers.

To ensure that occupational health advice is sought if employees identify health conditions which may affect their ability to carry out their responsibilities safely.

To be responsible for ensuring that their staff attend statutory and mandatory training.

Equality and Diversity

All employees are required to follow and implement the Trust's equal opportunities policy and to undergo any training and development activities to ensure that they can carry out their duties and responsibilities in terms of promoting, developing, implementing and reviewing the policy arrangements in the course of their work.

Trust Values and behaviours

We care for our patient, each other, and ourselves. All roles within the Trust require staff to demonstrate these core values in their behaviours. All members of staff should consider these behaviours an essential part of their job role:

Proud of the Paget

BUILDING A HEALTHIER FUTURE TOGETHER

OUR PRIORITIES & AMBITIONS

- CARING FOR OUR PATIENTS**
 1. Deliver the best and safest care for our patients
 2. Continuously improve patient experience
 3. Reduce health inequalities, ensuring equitable access for all
 4. Empower patient choice and personal responsibility for health
- COLLABORATING WITH OUR PARTNERS**
 1. Collaborate to achieve seamless patient pathways both at place and system level
 2. Embrace our role as an anchor institution, working together for the best outcomes
 3. Be an effective partner to achieve both our ambitions and our partner's ambitions
- SUPPORTING OUR PEOPLE**
 1. Promote an inclusive, fair and safe workplace
 2. Develop compassionate and effective leadership
 3. Attract, engage, develop and deploy our staff to deliver the best care for our patients
 4. Promote well-being opportunities to keep our staff healthy and well
- ENHANCING OUR PERFORMANCE**
 1. Make the best use of our physical and financial resources
 2. Lead the way towards achieving Net Zero Carbon
 3. Future-proof our service for the people we serve
 4. Improve services through digital transformation, research and new models of care

OUR VALUES
COLLABORATION
ACCOUNTABILITY
RESPECT
EMPOWERMENT
SUPPORT

We're Proud of the Paget.
We hope you will be too.
Scan here to read our full strategy.

www.jpaget.nhs.uk [James Paget University Hospital](https://www.facebook.com/jamespagetuniversityhospital) [@JamesPagetNHS](https://twitter.com/JamesPagetNHS) [@jamespagethospital](https://www.instagram.com/jamespagethospital) James Paget University Hospitals NHS Foundation Trust

Trust Agreement

The Trust agrees to:

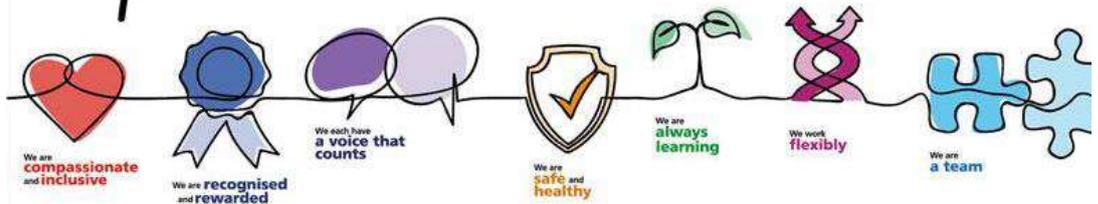
Allow sufficient study to leave and funding for clinical CPD to ensure college requirements are met for appraisal and revalidation.

Provide professional leave and funding to support appropriate personal management development.

Guarantee a job plan on leaving the Deputy CMO post that consists of an equal number of PAs to full time colleagues from the same specialty if this is desired, which can consist of fully clinical PAs or a combination of clinical and academic PAs as is wanted by the post holder, and allow the Deputy CMO to have significant input in determining the make-up of the initial job plan on leaving the Deputy CMO post.

Ensure that sufficient time and funding is made available to allow retraining at the end of tenure to enable a return to full time clinical work if so desired by the Deputy CMO. This may include study leave, courses and an attachment to another centre for training purposes.

People Promise



The Department

The Orthopaedic department comprises two wards with 42 beds, 3 dedicated theatres and an outpatient department. In addition there is access to wards for children, young adults and day cases. More than 14,000 operations are performed each year of which approximately 70% are day cases. Regional specialist facilities for spinal plastic surgery and vascular surgery exist at the Norfolk & Norwich University Hospital. Neurosurgery is undertaken at Addenbrookes hospital, Cambridge. Severe, chronic spinal injuries are referred to Lodge Moor, Sheffield.

There is a fully equipped plaster room staffed by 2 experienced technicians. The Orthotics department is also attached to the outpatient unit.

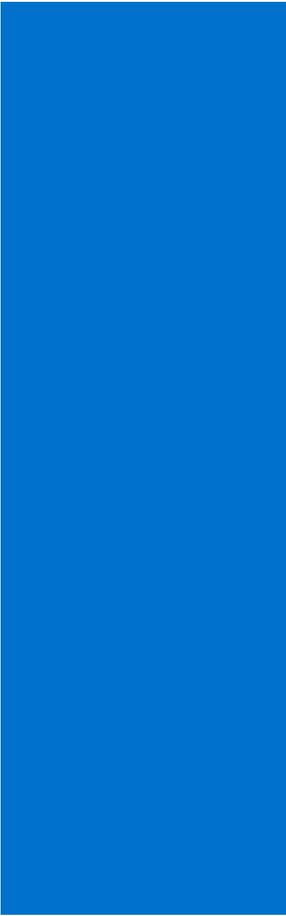
The Orthopaedic department is supported by a well equipped diagnostic imaging department providing all the standard diagnostic imaging facilities including Helical CT, MR scanner and ultra-sound

The hospital has a good Physiotherapy department. There are also facilities at Lowestoft, Great Yarmouth, Beccles, Halesworth, Southwold and the GP Practices.

Medical Staffing in Orthopaedics

Consultants

Mr S Garg (Clinical lead)	Upper limb surgery
Mr A Cohen (Deputy Lead)	Lower limb reconstruction and revision hip Surgery.
Mr S Cutts,	General and lower limb surgery
Mr H Deo	Lower limb and soft tissue knee reconstruction
Mr D Khurana	Primary and knee revision arthroplasty.
Mr C Nnene,	Primary and revision hip surgery
Mr N Modi	Upper limb surgery
Mr A Nakhla	General and lower limb surgery
Mr S Gangoo (Locum)	Lower Limb Hips and Knees
Mr A Devany	Foot and Ankle Surgeon
Mr A Sanghrajka	Visiting Paediatric Orthopaedic Surgeon
Mr T Marjoram	Visiting Consultant in spinal surgery
Mr G Swamy	Visiting Consultant in spinal surgery



Specialist Registrar
2 posts from Eastern Deanery

Associate Specialists

Mr A Nnoka

Specialty Doctors

Mr A Adeyeye

Mr V Kubatis

Mr R Mohammed

Mr A Genena

Mr Amhed

Mr Karmegam

2 Orthogeriatric middle grades

Dr Minfas

Dr Fernando

Junior Doctors

1 Core Surgical Trainees

4 Foundation Year 2 Trainees

3 GP Trainees

3 Clinical Fellows FY2 level

SECTION 3: TRUST INFORMATION

The Trust provides comprehensive acute care for the population of Great Yarmouth, Lowestoft and the South Waveney area and for many visitors to the area. This acute care provided from the James Paget University Hospital site at Gorleston is supported by other community services at the Newberry Centre, Kirkley Rise North Lowestoft and outreach clinics.



The Trust serves a population of approximately 230,000. We are a University Hospital with a medical school, training the next generation of health professionals and developing research.

The James Paget University Hospital is a high performing hospital with a history of strong performance both financially and in terms of achieving national and local targets. There is a close working relationship between staff and management with a strong culture of team working which contributes to a friendly working environment. The Trust has successfully undertaken several national pilots.

The Hospital has a strong reputation for Education and Training. It has a close working relationship with the Norwich Medical School and contributes approximately a third of the medical school's secondary care teaching. There is also an established multidisciplinary research culture within the Trust, with a growing body of applied healthcare research and evaluation.



The Hospital is based in the coastal town of Gorleston between the resorts of Great Yarmouth and Lowestoft. Other coastal resorts such as Southwold, Caister and Hemsby also lie within the Trust's catchment area along with several Broadland villages/towns such as Beccles, Acle and Oulton Broad. The historic city of Norwich is a short journey away. The North Norfolk coast and Southern Suffolk coast are also within easy reach.

There is a good supply of high quality housing at reasonable prices from barn conversions and historic houses to architect designed modern builds. There is a good choice of locations from rural and village to coastal and town. There are many high quality state and private schools from Nursery through to sixth form colleges and the UEA.

Developing our New Hospital

The Trust has been selected as one of the sites for a new hospital build by the government, with construction beginning in the next five years. Please see one of the three design options below:



SECTION 4 : EDUCATION AND TRAINING

Norwich Medical School and University of East Anglia

This is a joint venture involving the UEA, Norfolk & Norwich University Hospital and James Paget University Hospital NHS Foundation Trust (JPUH), Norfolk Mental Health and General Practitioners in Norfolk and Suffolk.

The first intake of students was in autumn 2002. The James Paget consultants are involved in the development and delivery of the Curriculum and Teaching Programme, with approximately 30% of all secondary care teaching being based at JPUH. In addition a significant proportion of the lectures / seminars / teaching sessions / assessments at the UEA for Medical Students are also delivered by employees of the Trust. The medical school emphasises the importance of innovative teaching methods especially problem-based learning in the education of undergraduates. The appointee will have the opportunity to apply for specific teaching roles in the delivery and development of the undergraduate curriculum and to become a Recognised Teacher in the Medical School. Honorary UEA appointments are awarded to consultants making a significant contribution to MB/BS teaching.

Research

The hospital is part of a Research Consortium in association with the Norfolk & Norwich University Hospital and the University of East Anglia. These links are being enhanced to facilitate collaborative projects and ideas. As a University Hospital, there is a drive to increase research activity. Collaborative partners include The School of Health, University of East Anglia, which has particular expertise in epidemiology and Health economics. A number of consultants in the James Paget University Hospitals NHS Foundation Trust hold honorary Senior Lecturer appointments at the University of East Anglia.

Participation in research is actively encouraged and supported and we are particularly interested in recruiting clinicians with experience of applying for research grants. The JPUH has a Research Support Group, which will give practical advice.

Postgraduate Medical Education

Post Graduate Education is based within the Education and Training Centre at the JPUH. There is also a good medical reference library within the Trust, which is located at the Burrage Centre also situated on the hospital site.

The centre provides a wide and varied programme to support continuing education with the local consultants and visiting specialists participating. There is a GP vocational training scheme and an active teaching programme for junior staff in which most consultants participate. A major expansion of teaching facilities has recently taken place. Consultants from the trust play an active regional role in training trainers.

The weekly training programme includes:

- Grand Round
- Curriculum teaching/clinical presentations for Junior Doctors

- Half-day protected teaching for Foundation Years 1 and 2 trainees.
- Half-day protected teaching for GPSTs
- Speciality education and journal club meetings

Regular MDT/teleconferencing meetings take place linking to regional hospitals.

Clinical Divisions have their own education and audit programmes.

The Trust expects all Specialty Doctor Medical Staff to comply with the current guidelines from their professional bodies, GMC, Royal Colleges etc. concerning education and revalidation. Emphasis is placed on training senior staff in teaching and training skills. All new specialty doctors are expected to have attended or be willing to attend a teaching course. Those intending to develop an interest in Medical Education will be encouraged to obtain a qualification in this field. The Trust recognises that training in adult learning is an important part of undertaking undergraduate training as a partner in the joint venture medical school at UEA.

The appointee will have the opportunity to be involved in the professional supervision and training of junior medical staff and will be invited to a training course to become an Educational Supervisor for Trainees.

Education and Training Centre

This purpose-built centre provides a wide range of state-of-the-art teaching facilities and most rooms have built in modern audio-visual presentation facilities. There are seminar rooms and consultation and examination rooms, a spacious entrance area, a coffee lounge along with wet and dry skills rooms and an IT training room.



The centre provides teaching and training facilities for a wide range of staff including Medical Students and BLS/ ILS/ ALS/ ALERT courses. We have plans to build another large space for Innovation in Education in the next few years. We have been conducting laparoscopic surgery course in our wet lab for ST2 to ST5 level trainees for the last 3 years. In addition, we have been conducting non-technical skills for surgeons (NOTSS) courses for the last 3 years running this at least 2 times a year for all trainees across East of England including local faculty development.

Study Leave

Study Leave will be obtainable within the limits of the Terms and Conditions of Service of Hospital Medical and Dental Staff (England & Wales) as amended, subject to the Regional Postgraduate Medical Educational Policy.

Audit/QI

Audit is an important item within the Trust agenda. The Clinical Audit and Effectiveness Committee oversee the requirement. QI department has been established and actively encourages doctors to participate and guide with quality improvement projects. We have registered and have access to Life QI.

Personal Facilities

The appointee will be provided with shared secretarial support and office accommodation at the James Paget University Hospitals NHS Foundation Trust. There are computer-based projects in progress to use IT to improve clinical communications. He/she will have a desktop computer linked to the hospital intranet with facilities for internet connection and e-mail. Ample car parking is available on site at a very low/no-annual charge compared to other local hospitals and nationally.

Personal Development for SAS Doctors

Each year all SAS Doctors are required to undergo an appraisal with either their Divisional Director or another consultant selected from a list of appraisers to discuss their development and in anticipation of revalidation. The Trust has recognised the time commitment that this requires and that clinical work may have to be delayed to ensure appraisal takes place.

Clinical Governance

The Trust has introduced Clinical Governance under the joint leadership of the Medical and Nurse Directors. It has been at the forefront of the introduction of Risk Management. The Trust was one of the first to achieve CNST Level 2. Recent appointments of Senior Staff to support Clinical Governance emphasise the Trust's commitment and it is expected that all Medical Staff will participate.

Working with Colleagues

The post holder will be expected in the normal run of their duties, and within their contract to cover the occasional brief absence of colleagues and during occasional emergencies and unforeseen circumstances.

Improving Working Lives Flexible Career Scheme

The scheme has been developed to give all doctors, both junior and senior levels, the opportunity to work flexibly e.g. part-time working and career breaks. Further details of this scheme are available from the Medical Staffing Department.

Disclosure & Barring Service Forms

All successful applicants will be required to complete and return a Disclosure & Barring Service form.

If you have not been resident in the UK you will be required to produce a "Certificate of Good Standing" or "Police Check" from an authorised Police Authority from the country of your last residence.

Safeguarding Children

All employees have a duty for safeguarding and promoting the welfare of children. Staff must be aware of the Trust's procedure for raising concerns about the welfare of anyone with whom they have contact.

Staff must also ensure they receive the appropriate level of safeguarding children training depending on their role in the Trust.

Infection Control

Staff working in a clinical environment must ensure that they understand and follow the infection control policies, procedures and best practice applicable within the Trust. In order to do so they must;

- Observe all infection control policies and practices relevant to the post
- Act as a role model to others regarding infection control best practice
- Ensure that they keep up to date and attend all relevant training relating to infection control issues applicable to their post
- Ensure that patients, visitors and contractors are aware of and follow infection control best practice (where applicable).
- Report non-compliance or concerns regarding infection control issue/best practice to their line manager.

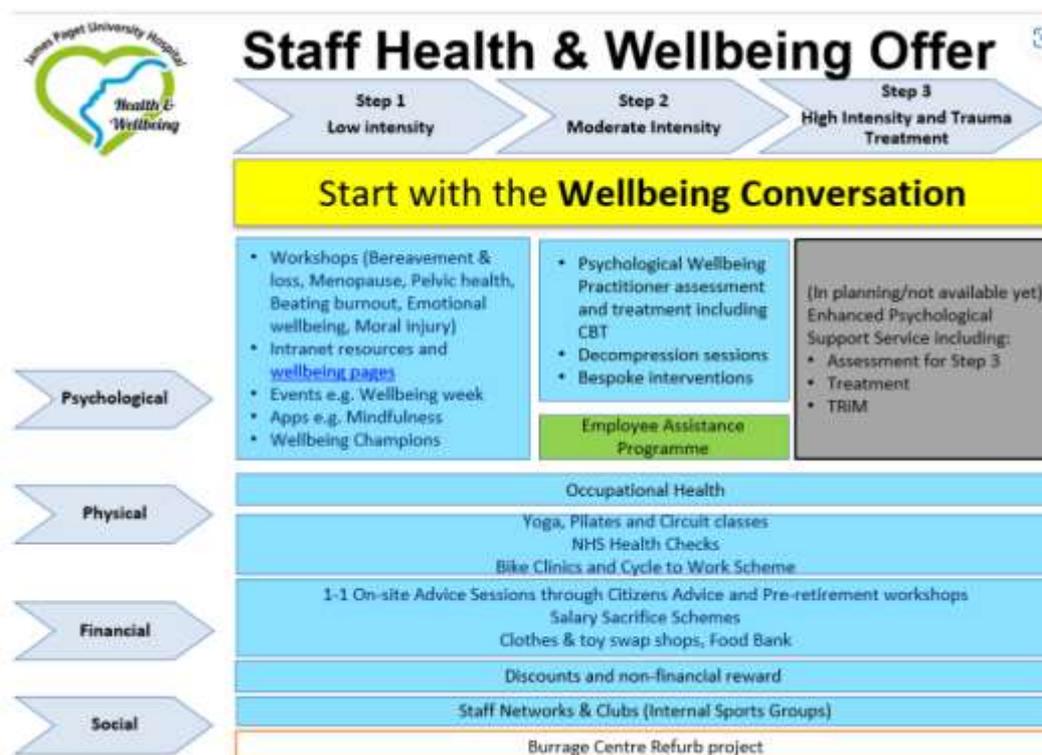
Confidentiality

All employees are required to ensure the confidentiality of all patients, staff and other sensitive, including commercially and financially sensitive, information that is made available to them as part of their duties.

Workforce wellbeing at JPUH

We have robust departmental and divisional support systems for wellbeing, for example - following a serious incident, the clinical lead or a nominated mentor would provide personal one to one support or refer to GP/ Occupational Health

We provide local occupational health support where you can make a self-referral, you can self-refer to ask for advice on your current condition and adaptations you may need outside work. Your manager can also make a management referral and should make a referral to explore options for phased return, reasonable adjustments (software/hardware, working patterns etc.) and to ask for advice and guidance on how to make the workplace more accessible to you.



SECTION 5: GENERAL CONDITIONS OF APPOINTMENT

Salary:	In accordance with the Speciality Doctor pay scale
Pension:	NHS contributory scheme.
Life insurance:	Covered within NHS superannuation scheme.
Holidays:	As per terms and conditions of service schedule 18, paragraph 1.
Notice period:	3 Months
Terms:	Post is subject to Terms and Conditions of Service of Hospital Medical and Dental Staff (England and Wales), as amended from time to time.
Location:	When on-call for their clinical specialty, the successful candidate will normally be within 15 miles of the main hospital base or 30 minutes travel time unless specific approval is given by the Trust. The post holder is based at the James Paget Hospital but may be required to undertake duties at other locations within the locality.
Relocation package	<p>Comprehensive package (substantive staff only). Please note relocation expenses are considered to be a taxable benefit by Inland Revenue and you are liable to pay any tax that is due. The claim should only be used for appropriate expenses i.e. stamp duty, removal firm fees, solicitor, storage and is payable on submission of receipts.</p> <p>Modern onsite single and married accommodation may be available, if required. However, if this accommodation is not available you will need to seek this yourself in the private sector.</p>
Medical:	Required to complete Trust's Confidential Occupational Health Services medical questionnaire and undergo medical examination, if necessary. The post holder will require validated identity verification of immunisations for Measles, Hepatitis B, HIV and Hepatitis C screen prior to commencing.

Rehabilitation of Offenders:

Exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 (exemptions) Order 1975.

Equal Opportunities:

James Paget University Hospitals NHS Foundation Trust is committed to the promotion thereof, on the basis of opportunity and advancement correlating with ability, qualification and fitness for work.

Expenses:

Reimbursed interview travel and subsistence expenses limited to two preliminary site visits (where appropriate from the point of entry to the U.K.)

Registration:

Required to have and maintain full registration and be on the GMC Specialist Register. To comply with requirements for revalidation and CPD as laid down by the General Medical Council, colleges and similar bodies. Required to conform to GMC guidelines for Good Medical Practice. Membership of a Medical Insurance Society is strongly recommended.

FURTHER INFORMATION:

The appointment will be subject to the Terms and Conditions of Service for Specialty Doctors – England (2008) except and unless where these are superseded by Trust Conditions

The appointee will be expected to cover for colleagues' absence from duty on the basis of mutually agreed arrangements with the Department and with the Employing Trust. This is arranged by mutual agreement of consultant colleagues and approval of the Divisional Director, in accordance with standard Trust and NHS regulations. It is essential that six weeks' notice of leave is given to allow for proper planning and prevent cancellations of patients' appointments/surgery. This includes all forms of leave.

All appointments are subject to satisfactory Occupational Health Clearance being obtained.

The appointment is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation Act 1974 (Exemptions) Order 1975. Applicants are not entitled therefore to withhold information about convictions which for other purposes are "spent" under the provision of the Act, and in the event of employing 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 in relation to an application for positions to which the Order applies.

With the Terms of DHSS Circular (HC) (88) – Protection of Children – applicants are required when applying for this post to disclose any record of convictions, bind-over orders or cautions. The Trust is committed to carefully screening all applicants who will work with children and you will be expected to undertake a 'disclosure' check.

SECTION 6: APPLICATION INFORMATION

If you have any queries regarding applying online please contact the Medical Staffing Team.

Telephone: 01493 453667

Applicants who require further information about the post and/or who wish to make an informal visit are invited in the first instance to contact:

Name: Medical Staffing

Email: medicalstaffing@jpaget.nhs.uk

Telephone: 01493 453667

For further information about the Trust please log onto our website www.jpaget.nhs.uk

Planned Interview Date:

Advertising

The post will be advertised to the Trust's public membership through a range of routes, including the external Trust website, Trac, NHS Jobs and the BMJ.

Successful applicants will be notified by Trac

Applications

The preferred method of application is through Trac/NHS jobs.

Applications should include:

A completed online application form via Trac, with education and professional qualifications, and full employment history. It is also helpful to have daytime and evening telephone contact numbers and e-mail addresses, which will be used with discretion. The details should include names and contact details of three referees. References will not be taken without applicant permission and must include the direct line manager.

All candidates are also requested to complete an Equal Opportunities Monitoring Form which will be available upon submission of your online application. This will assist us in monitoring our selection decisions to assess whether equality of opportunity is being achieved.

The successful applicant will be subject to Occupational Health and, Disclosure and Barring Service checks.

- Whether the person has been convicted in the UK of any offence or been convicted elsewhere of any offence which if committed in any part of the UK would constitute an offence; and
- Whether a person has been erased, removed, or struck off a register maintained by a regulator of a health or social work professional body.

For further information about the Trust please see our website at www.jpaget.nhs.uk
