

VASCULAR LOCUM CONSULTANT 2024 -TIMETABLED WORK

This will include all activity that can be timetabled. This includes predictable on call duties. All direct care work should be timetabled or placed within the flexible table (table 1b). Not all work has to be timetabled, if a task is actually done at different times of the day it can be inserted into table 1b as flexible work. Do not include travel – this should be allocated in table 1c.

Day	Start	End	Location	Work	Categorisation	No. of PA's	Frequency	Annualised PA
	<i>Include start and finish time using 24 hour clock to nearest 30 minute on the hour or half hour</i>		<i>Record where work is to be carried out</i>	<i>Describe work e.g. theatre, clinic, ward round</i>	<i>Direct Care, Supporting, Additional Responsibility, External Duty, PMS, Private Practice, etc</i>	<i>PA value for activity</i>	<i>Weekly, Monthly, Bi-weekly, Yearly etc.</i>	<i>No of PA annualised rounded up to 2 decimal places expressed as PA per week as appropriate</i>
Monday	08:00	09:00	Derriford	Ward Round	Direct Care	0.25	Weekly	0.25
	09:00	13:00	Derriford	Derriford JFC	Direct Care	1.0	Weekly	1.0
	13:00	17:00	Derriford	Admin	Direct Care	1.0	Weekly	1.0
Tuesday	08:00	18:00	Derriford	Theatre	Direct Care	2.5	Weekly	2.5
Wednesday	08:00	12:00	Derriford	IR Theatre (shared)	Direct Care	1.0	Bi-weekly	0.5
Thursday	09:00	13:00	Derriford	Derriford	Direct Care	1.0	Bi-weekly	0.5
	13:00	13:30	Derriford	NVR	Direct Care	0.125	Weekly	0.125
	13:30	17:00	Derriford	SPA	Direct Care	1.0	Weekly	1.0
Friday	09:00	09:30	Derriford	Consultant Business Meeting	Direct Care	0.125	Weekly	0.125
	09:30	11:00	Derriford	Consultant Joint Ward Round	Direct Care	0.375	Weekly	0.375
	11:00	12:30	Derriford	MDT	Direct Care	0.375	Weekly	0.375
	12:30	14:30	Derriford	SPA	Direct Care	0.5	Weekly	0.5
Saturday								
Sunday								

1B. JOB CONTENT – ANNUALISED & FLEXIBLE WORK

This will include all activity that is to be annualised or flexibly worked. There will need to be a process to demonstrate that this work has been completed such as a departmental work plan. If work replaces activity in the table in 1a this must be identified.

Work	Location	Usual Day	Usual Time	Categorisation	Annualised Weekly PA
<i>Describe work e.g. theatre, clinic, ward round</i>	<i>Record where work is to be carried out</i>	<i>Insert the day of the week when this occurs</i>	<i>Insert the usual time of day when this occurs</i>	<i>Direct Care, Supporting, Additional Responsibility, External Duty, PMS, Private Practice, etc</i>	<i>No of PA annualised rounded up to 2 decimal places</i>
Vascular unpredictable on call work	Derriford	Variable	Variable	Direct Care	0.5
Vascular predictable on call work	Derriford	Variable	Variable	Direct Care	1.5
Research	Derriford	Variable	Variable	SPA	