

## Application and Recruitment Pack

**Position: Fixed Term Consultant – General and  
Gastrointestinal Surgery**

**Reference: 177-MDELEC-5896012**



**#Proud  
of the  
Paget**

# 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.

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 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.

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 working collaboratively with health and care partners across Norfolk and Waveney to drive innovation, including implementation of Electronic Patient Records across the three hospitals locally.

Our Trust 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,

Jo Segasby, Chief Executive

# SECTION 1: PERSON SPECIFICATION

**Job Title:** Fixed Term Consultant General and Gastrointestinal  
**Directorate:** Division of Surgery and Women's & Children's Services  
**Reports to:** Clinical Lead, General Surgery; Assistant Medical Director for the Division of Surgery and Women's & Children's Services

Criteria	Essential/ Desirable Criteria	Assessment Method			
		A	I	T	R
Education and Qualifications					
MBBS or Basic Medical Degree	E		✓		
FRCS or equivalent	E		✓		
Hold a certificate or being within 6 months of completion of training or being on or eligible for the UK Specialist Register at the date of interview.	E		✓		
Full GMC registration	E		✓		
Appropriate higher degree (i.e. MS/MD)		D	✓		
Experience & Knowledge					
Extensive open and laparoscopic experience in General Surgery	E		✓	✓	
Wide experience in Emergency Surgery	E		✓	✓	
Ability to provide expert clinical opinion across a wide range of problems within General Surgery	E			✓	✓
Able to plan and develop a modern service in keeping with current trends	E		✓	✓	
Experience in colonoscopy with JAG accreditation		D	✓	✓	
Academic Achievements					
Ability to use research outcomes in clinical practice	E		✓	✓	
Knowledge of using evidence base medicine to support decision making	E			✓	✓
Experience of conducting and supervising clinical audit/QI projects	E		✓	✓	
Involvement in research projects and published papers		D	✓	✓	
Key Skills					
Capable of organizing and prioritising work effectively	E		✓	✓	✓
Motivation and ability to plan and develop the service	E		✓	✓	✓
Willingness to participate in clinical governance	E			✓	
Leadership qualities	E		✓	✓	✓
Energy and enthusiasm and an ability to work under pressure	E		✓	✓	✓
Conscientious and highly motivated with the ability to communicate clearly with colleagues and staff	E			✓	✓
Able to form part of a team and recognise the importance of team working	E			✓	✓
An interest in developing and reinforcing interdepartmental relations	E			✓	
Experience in teaching junior medical staff	E		✓	✓	
Experience of teaching medical students		D	✓	✓	
Experience of committee work/project management		D	✓	✓	
Forward thinking and not afraid of the challenges that change brings		D		✓	✓
Formal training in teaching skills		D	✓	✓	
Understands the principles of patient confidentiality and data protection	E		✓	✓	
Other					
Ability to be Flexible at work	E		✓	✓	
Awareness and respect for colleagues, patients and relatives' dignity, privacy, integrity, cultural and religious beliefs	E			✓	✓
Good previous attendance record	E				✓
Ability to travel to meet the requirements of the post		D	✓		
Physically fit for post. Completion of Trust's Occupational Health assessment. Full immunisation status including Hep B & Hep C status	E	Dec Health form			
Satisfactory Criminal Records Bureau Disclosure and/or Certificate of Good Conduct (Police Check) from country of residence	E	Police/DfES/DoH			
Eligibility to work in the UK	E	Immigration clearance			


Assessment Criteria A= Application, I= Interview, T= Test, R= References

## SECTION 2: JOB DESCRIPTION

<b>Title</b>	<b>Fixed Term Consultant in General and Gastrointestinal Surgery</b>
<b>Location</b>	James Paget University Hospitals Foundation NHS trust.
<b>New or Replacement Post</b>	New
<b>Accountable to</b>	Assistant Medical Director for Division of Surgery and Women's & Children's Services
<b>Principle Job Purpose</b>	To provide in conjunction with colleagues, General Surgery services for the Trust.
<b>Main Duties</b>	<p>Extended theatre sessions are to be undertaken for elective work.</p> <p>Outpatient clinics to be conducted, which would include New general surgical referrals, Urgent 2 Week wait GI referrals and follow up patients.</p> <p>Give a consultation and advisory service to medical colleagues in other specialities in the Trust.</p> <p>Daily ward rounds and board rounds are to be provided to all the in-patients. Share workload with consultant colleagues.</p> <p>Emergency General Surgery service at the James Paget University Hospital has gone significant changes over the last few years. With more emphasis on ambulatory care and opening of the surgical assessment unit (SAU), we are planning to have a team, more dedicated to this new and growing specialty. We want you be part of this change.</p> <p>Currently we run 1:9 on call rota. In this 9-week cycle, the first week "Hot week" you will be on call from Friday to Friday. All elective activity is cancelled. Other colleagues cover weekday nights from Monday to Thursday but patients stay under the hot team. Following week, you work as "warm team". During this week, you manage CEPOD theatre in the morning; afternoons you will carry out elective activity as per job plan. End of the warm week you will have Friday day off.</p> <p>Provide with the other consultants a system of mutual out-of-hours cover for annual, study and professional leave.</p> <p>Liaise with medical staff in other specialities and participate in the</p>

	<p>regular clinical meetings and other post-graduate activities of the hospital.</p> <p>Take part in the Royal College of Surgeons continuing medical education programme. The Trust will provide study leave expenses in line with national terms and conditions of service.</p> <p>Play a full part in the research, teaching and audit activities of the department, including participation in the weekly Wednesday morning departmental teaching.</p> <p>Participate in the rolling process of clinical governance.</p> <p>Contribute to management of the service.</p> <p>Comply with the outline Consultant work programme (under provisions of Circular HC90/16) and the weekly timetable of fixed commitments (i.e.: regular scheduled NHS activities in accordance with paragraph 30B of the TCS).</p> <p>A flexible attitude to adjusting to changes within the department will be necessary.</p>
<b>Other Responsibilities</b>	<p>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.</p> <p>To observe local and national employment and personnel policies and procedures, and to comply with Regional and Trust Health and Safety policies.</p> <p>To assume responsibility for and facilitate contact from members of staff with delegated duties for personally accountable patient care.</p>
<b>Health and Safety Responsibilities</b>	<p>To ensure that the Trust's Health and Safety Policies are understood and observed and that procedures are followed.</p> <p>To ensure the appropriate use of equipment and facilities and that the working environment is maintained in good order.</p> <p>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.</p> <p>To undertake appropriate health and safety training to support safe working practice, including where appropriate, its management.</p> <p>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.</p>



	<p>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.</p> <p>To ensure that occupational health advice is sought if employees identify health conditions which may affect their ability to carry out their responsibilities safely.</p> <p>To be responsible for ensuring that their staff attend statutory and mandatory training.</p>
<b>Trust Values</b>	<p>All roles within the Trust require staff to demonstrate our core values in the care they provide to patients. All members of staff should consider these behaviours an essential part of their job role.</p>  <p><b># Proud of the Paget</b></p> <p><b>BUILDING A HEALTHIER FUTURE TOGETHER</b></p> <p><b>OUR PRIORITIES &amp; AMBITIONS</b></p> <p><b>CARING FOR OUR PATIENTS</b></p> <ol style="list-style-type: none"> <li>1. Deliver the best and safest care for our patients</li> <li>2. Continuously improve patient experience</li> <li>3. Reduce health inequalities, ensuring equitable access for all</li> <li>4. Empower patient choice and personal responsibility for health</li> </ol> <p><b>COLLABORATING WITH OUR PARTNERS</b></p> <ol style="list-style-type: none"> <li>1. Collaborate to achieve seamless patient pathways, both at place and system level</li> <li>2. Embrace our role as an anchor institution, working together for the best outcomes</li> <li>3. Be an effective partner to achieve both our ambitions and our partner's ambitions</li> </ol> <p><b>SUPPORTING OUR PEOPLE</b></p> <ol style="list-style-type: none"> <li>1. Promote an inclusive, fair and safe workplace</li> <li>2. Develop compassionate and effective leadership</li> <li>3. Attract, engage, develop and deploy our staff to deliver the best care for our patients</li> <li>4. Promote well-being opportunities to keep our staff healthy and well</li> </ol> <p><b>ENHANCING OUR PERFORMANCE</b></p> <ol style="list-style-type: none"> <li>1. Make the best use of our physical and financial resources</li> <li>2. Lead the way towards achieving Net Zero Carbon</li> <li>3. Future-proof our service for the people we serve</li> <li>4. Improve services through digital transformation, research and new models of care</li> </ol> <p><b>OUR VALUES</b></p> <p><b>COLLABORATION</b> <b>ACCOUNTABILITY</b> <b>RESPECT</b> <b>EMPOWERMENT</b> <b>SUPPORT</b></p> <p><b>We're Proud of the Paget.</b> We hope you will be too. Scan here to read our full strategy.</p> <p><a href="http://www.gouget.nhs.uk">www.gouget.nhs.uk</a>   <a href="https://www.facebook.com/jamespagetcommunityhospital">jamespagetcommunityhospital</a>   <a href="https://twitter.com/JamesPagetBHS">JamesPagetBHS</a>   <a href="https://www.instagram.com/jamespagethospital">jamespagethospital</a>   <a href="https://www.linkedin.com/company/JamesPagetUniversityHospitalNHSFoundationTrust">JamesPagetUniversityHospitalNHSFoundationTrust</a></p>

## Job Plan

The Job plan and detailed timetable, which will depend on both experience and interests of the candidate and the needs of the department, will be agreed with the Clinical Lead, Divisional Operations Manager and Assistant Medical Director on behalf of the Medical Director, within three months of the commencement date of the appointee. The Trust are fully live with electronic job planning and medical rostering for ease of use and transparency.

The job plan will be reviewed annually, following an Appraisal Meeting. The document will be a prospective agreement that sets out the consultant's duties, responsibilities and objectives for the coming year. It will cover all aspects of a consultant's professional practice including

clinical work, teaching, research, education and managerial responsibilities. It will provide a clear schedule of commitments, both internal and external. In addition, it will 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. Travelling Time is to be included as part of the Job Planning process as defined in Schedule 12, paragraphs 10-11 of the Terms and Conditions for Consultants in England.

**Direct Clinical Care** 8.5 PAs on average per week  
(Including operating, clinics, endoscopy, in-patient care, clinical administration)

**Supporting Professional Activities:** 1.5 SPAs on average per week  
(Includes CPD, audit, training, teaching and research)

## Timetable

The following example provides scheduling details of the fixed clinical activity and clinically related activity components of the job plan, which occur at regular times in the week. Agreement should be reached between the appointee and their Clinical Lead with regard to the scheduling of all other activities, including the Supporting Professional Activities.

SPAs are to familiarise with all relevant guidelines, policies and procedures, as well as for CPD, audit, appraisal and governance. At the review point, the number of SPAs will be adjusted dependent on whether or not the new appointee has taken on new roles within the Department/Trust/Region.

## Sample Work Programme

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Ward Round (flex)	Endoscopy	Outpatients	Administration (flex)	Theatre
PM	Outpatients	SPA (flex)	SPA (flex)	Endoscopy	Theatre

The Direct Clinical Care (DCC) resulting from above and on call commitment may result in more than 8.5 PA's which is well recognised. Total PA's up to 12 is acceptable in the job plan. This is a sample programme, which allows an equitable distribution of the work.

Modifications will be made depending upon the needs of the service and to cover periods of leave.

All elective duties are cancelled when on call (hot week) for emergencies. Following a hot week the department undertakes a warm week. During warm week, elective activities for the mornings Monday to Thursday are cancelled and the Friday is a non-working day. The warm week consultant is expected to report to emergency theatre at 8.00 AM and deal with emergency operating for the morning.

## **Fixed Sessions**

**2 Extended Operating lists** – Day Case patients/Inpatient/Generic lists

**2 Outpatient Clinics** – New/Urgent/Routine/2WW referrals/Follow up

**2 Endoscopy sessions** – Colonoscopy or Colonoscopy and OGD if dual trained

## **Flexible Sessions**

Ward rounds

Teaching

Research

Audit

Continuing medical education

Management/administration

## **On Call Availability**

The successful candidate will be expected to participate in a 1:9 Consultant on-call rota for both daytime and night-time on call.



## SECTION 3: DEPARTMENT OF SURGERY

### The Post

This is a fixed term post initially for 2 years and offers a full range of clinical, teaching, training, research and management activities

expected of a practicing General and Colorectal Surgeon. This will complement the existing 11 posts (3 Colorectal, 2 Upper GI/Day-case, 2 GI and General, 1 Trust Consultant Surgeon and 2 locum general surgeons) of these 9 surgeons participate in the Emergency Surgery rota schedule.

The Trust has a new Day Theatre complex consisting of three new operating Theatres and revamp of six existing Theatres. This has improved our Day Surgery service, and has increased theatre capacity, thereby making it possible to provide a 24-hour CEPOD theatre. The appointee will also contribute to the General Surgery Service, with a particular focus on Day Surgery. The post holder will participate in the Emergency Surgery rota and will have the opportunity to develop a special interest. Along with theatre commitments, it is expected that the post holder also perform two endoscopy sessions.



**Photo: Day Care Operating Theatre, Frank Shaw Associates.**



**Photo: Day Care complex, Frank Shaw Associates Ltd.**

Two outpatient clinics will be part of the timetable. This can be either in the main hospital, or in one of the outreach clinics (Beccles and Southwold). Clinic templates would include generic GP referrals, Routine referrals, Urgent referrals, Urgent 2 WW Lower GI referrals, and follow ups. One clinic session consists of 12 patients and these will be a mixture of face-to-face and attend anywhere consultations. In addition, the Consultant will take on under-graduate teaching responsibilities for the Norwich Medical School. This would gain an Honorary Senior Lectureship depending upon the extent of teaching responsibilities undertaken. An interest in clinical research will be encouraged. There is scope for developing leadership roles including module lead and other University Leadership roles.

The Consultant will have a team consisting of a middle-grade surgeon & shared juniors at the FY1/FY2/FY3/CTs and Clinical Fellow level. Junior doctors across the department provide cross-cover for leave and absence.

## Department of General Surgery



**Photo: General Surgery Consultant Team** (absent Mr Ahmed Abdalla)

The General Surgery Department comprises of 10 Consultants. These are teams with specialist interests in Upper GI and Colorectal Surgery. The teams are supported by experienced middle grade staff surgeons and Specialty trainees (HST) from East of England Deanery.

At present, the Consultants cover all aspects of General Surgery expected in a District General Hospital in their subspecialty. This includes laparoscopic and open upper gastrointestinal surgery for benign disease in Upper GI surgery. For colorectal, all operations for colorectal cancer, inflammatory bowel disease and pelvic floor disorders are carried out. A Vascular and Plastic surgery service is supported by visiting Consultants working between the Norfolk & Norwich University Hospital and the James Paget University Hospital. Medical Oncological services are based at the nearby Norfolk and Norwich University Hospital (NNUH), however four Consultants visit the James Paget to provide care for the local population. Specialist thoracic services are provided by visiting surgeons from NNUH. Cardiac and neurosurgery cases are transferred to Cambridge.

Colorectal 2-week wait referrals are triaged by the Colorectal Nurse Specialists and suitable cases booked for straight-to-test (STT) investigations within Endoscopy and

Radiology. Other 2ww referrals are booked to the clinic for remote / face-to-face assessment by the clinician. All other general surgery referrals are electronically triaged by the on call (Hot week) consultant and are directed to the most appropriate consultant within the department. This has helped greatly in management of patients and improving patient flow, as well as ensuring that those with less urgent conditions have a similar wait before being assessed.

The JAG accredited Endoscopy Unit has four endoscopy rooms as well as all appropriate support areas. The unit provides all forms of gastrointestinal endoscopy and interventional techniques, including ERCP, laser and argon plasma coagulation therapy.

Multi-Disciplinary team meetings occur on a weekly basis and the post holder is expected to attend. Benign gastrointestinal (GI) MDT and Colorectal cancer (CRC) MDT is undertaken on a Monday (1230-1400). First half an hour is for discussion of benign GI MDT and later one hour for CRC MDT.

JPUH is a Foundation Trust, involved in training of all grades of trainee doctors. James Paget University Hospital has been providing undergraduate medical training to approximately one third of the medical students in the region at any time. The Department also takes an active role in supporting module 3A (previously called Module 8 surgical gastroenterology), module 13 (emergency surgery) and module 14 (shadowing). Numerous activities are undertaken to support including lectures; ward based teaching, teaching practical skills in wet lab and OSCE's. The post holder will have the opportunity to teach undergraduate medical students and undertake their assessments. There are opportunities to become a Senior Honorary lecturer and an OSCE assessor.

The Breast and Colorectal teams at JPUH have been running MS Oncoplastic Breast and MS Coloproctology courses in collaboration with University of East Anglia for 8 years (website- <https://esurgery.uea.ac.uk/>), and the oncoplastic MS course was awarded best e-learning course in 2013. Mr Kamal Aryal, Consultant Colorectal Surgeon and Colorectal Lead is Lead for the MCh coloproctology programme.

For emergency general surgery on call, each team rotates on call with a consultant covering for a week. During this time, elective commitments are cancelled. Assessment of patients takes place in either in our recently expanded A&E or in the newly opened

Surgical Assessment Unit depending on the appropriateness. There is also a Warm Team (Consultant + Registrar), which supports the On-call team. The warm team is expected to attend Emergency theatre at 800 AM to plan emergency theatre Monday to Thursday, and to conduct a daily board round in all surgical wards.

In January 2022, our Surgical Assessment Unit (SAU) opened and is managed by the on call team with a separate dedicated SHO based on the unit each day. The unit comprises of 3 trolley spaces, a consultation room with trolley and a waiting area. The unit is open 7-days a week from 8.00am – 7.00pm and accepts referrals from ED and primary care. Phase 2 of SAU is currently in development and will expand the current area to allow other specialties to utilise the space alongside General Surgery.



**Photo: Surgical Assessment Unit**



**Photo: Expansion of Emergency Department**

The Department supports the training of all members to improve their surgical skills. The post holder will be required to train those with less experience and will be expected to plan their own personal development. Involvement in academic projects is encouraged and supported as is gaining experience in new skills and techniques.

Most surgeons within the department undertake Laparoscopic biliary surgery. Laparoscopic hernias are undertaken routinely including complex incisional hernia repairs with component separation techniques.

A significant amount of Laparoscopic work is carried out by Upper and Lower GI firms. All Upper GI and Lower GI surgeons perform laparoscopic groin and incisional hernia repairs. In March 2022, our Hot Lap Chole pathway commenced, which involves three hot sessions a week for patients experiencing acute cholecystitis that requires surgical intervention within 72 hours.



## Colorectal Surgery Unit

The Colorectal Unit sees over 1500 new 2WW referrals a year. Around 25% of new referrals are triaged for a straight-to-test investigation in Endoscopy. As of January 2023, CT Colonography will be introduced on-site further improving waiting times on the cancer pathway. JPUH are currently a pilot site for Colon Capsule, which is offered as an alternative investigation for suitable patients. The organisation has currently been the most successful pilot site having undertaken over 150 patients since the commencement of the project. All major and complex cancer resections are undertaken locally utilising the latest innovative technology. Our laparoscopic rates are usually above national average. Lower GI unit carries out resection Surgery for approximately 110 - 120 patients with colorectal cancer of which 30 are rectal. 85% of resections are performed laparoscopically. All cancer patients are entered in the National Bowel Cancer Audit Project (NBOCAP) database and our case ascertainment rate is 100%. The unit has built up good research portfolio participating in various multicentre trials. The colorectal cancer MDT held every Monday from 1230 to 2 pm locally. Liver secondaries are discussed linked with Addenbrookes in Cambridge.

The unit also provides services for other colorectal disorders including inflammatory bowel disease, pelvic floor disorders, diverticular disease and proctology. There is monthly pelvic floor MDT on site. The anorectal physiology and endo-anal ultrasound scans are performed at GI Physiology unit in Norwich but managed at James Paget. Patients needing sacral nerve stimulation are referred to Addenbrookes Hospital.

Currently there are three colorectal surgeons performing both benign and cancer resections. Laparoscopic colorectal resections have been undertaken since >15 years with very good results. We have contributed to the taTME registry and many international ESCP trials. Robotic interest is huge and the Trust have obtained approval to purchase a Da Vinci Robot, which is planned for 2023. We have an annual colorectal away day, where processes are reviewed and the post holder is expected to contribute. The team is supported by three full time colorectal cancer nurses and one part time, as well as a Coloplast Stoma Team.



**Photo: Colorectal Nursing Team**

### **Departmental and regional teaching programme**

Every Wednesday morning there is a departmental teaching programme for an hour for all clinicians in the department. Clinicians take active part in presenting/supervising interesting cases, journal club, recent developments or audit or research carried out. In addition, there is fortnightly Wednesday lunchtime teaching geared towards MRCS preparation. Surgical educational mortality and morbidity meetings are held every 6 weeks. The department has been leading at the regional teaching programme of both the core surgical trainees and higher surgical trainees via online portal including zoom, Panopto and bridge. We have been leading non-technical skills for surgeons (NOTSS) course for the last 3 years taking place twice yearly.

### **Departmental Research activities**

The department contributes to research studies including randomised controlled trials. We recently completed a trial on post op pain following hernia repair. Both the Colorectal and Breast teams have recruited significant number of patients in national and international multicentre clinical trials. The Department has good support from the local Research and Development Office including clinical trials practitioners. The department has produced a number of audits and service evaluation projects presented at the regional, national and international conferences. The post holder will take an active part in these projects. More details on research activities are stated below.

## **Theatres**

Altogether, we have 10 fully functional theatre complex; 7 for inpatient and 3 for day surgery. Ophthalmology, Dental and Maternity has separate theatres in addition to above. The General Surgeons have fully staffed theatres available (theatre 6, 7 and day case B, C). Dedicated theatres for laparoscopic colorectal work each day of the week with latest technology including ICG pinpoint camera system are available. In addition, there is an emergency theatre (theatre 4) for NCEPOD cases, which is available all day and night. This arrangement was undertaken following the Royal College of Surgeons recommendations that emergency procedures should ideally be undertaken the morning after an on call day. We have fully functional 12 beds for ITU/ HDU, with two beds held for elective procedures requiring post HDU care.

## **Beds**

Surgical and Urology and Gynecology patients are admitted to the same wards. Ward 5 is a general mixed emergency ward consisting of 30 beds and Ward 9 is our 20-bedded mixed elective ward. The specialty has access to Paediatrics and adolescent beds on Ward 10. The majority of the day cases are admitted to the Day Care Unit directly and discharged from the same facility (Breast surgery; Hernia Surgery, Gall bladder Surgery, etc.).

## **Ward Rounds**

Ward Rounds are undertaken daily by the parent team undertaking the hot week. Board rounds also need to be undertaken on a daily basis.

## **Outpatient Facilities**

Facilities include Surgical Outpatient department and Broadland suite, which are in the main building. Satellite clinics are undertaken at our outreach clinics within Beccles and Southwold.



**Photo: Outpatient Clinic Team**

## **Surgical Assessment Unit**

Ambulatory surgical patients are seen in the ambulatory unit and acutely unwell patients in A&E. Building works for a purpose built SAU is likely to be completed before Christmas. ED referrals - The ED clinician will contact the surgical SHO (CT/FY2/clinical fellow) on call before admitting the patient to SAU.

Primary Care referrals - Primary care / GP referrals will be taken by the middle grade surgical doctor on call, unless they are busy and the referrals will be directed surgical SHO (CT/FY2/clinical fellow) on call.

## **Emergency Ambulatory care unit**

The Ambulatory Unit (within EADU) was established in 2014 and moved into a bespoke unit in 2015. The success of this unit has led the trust to invest over £1 million pounds into the development and expansion of this unit to allow more patients to be assessed and treated without admission. This new expanded unit was opened in September 2018. Unit electronic notes system called 'Patient Source' to the ambulatory unit for improved patient care, timing, clinical information and coding.

We utilise point-of-care testing to enable rapid turnaround. The unit is supported by Nurse Practitioners, Clinical Support Assistants and physician associates.

## Staffing

### Consultants

#### Colorectal Surgery



**Mr K Aryal** MS FRCSEd, FRCS (9 Gen Surg) M. Med, FFSTEd  
Colorectal Cancer Lead  
Honorary Associate Professor (UEA)

**Mr R Lal** MS FRCS  
Clinical Lead  
Trust Cancer Lead  
Honorary Senior Lecturer (UEA)



**Mr V R Velchuru** FRCS (Gen Surg.) MIS (Chicago)  
Norwich Medical School Trust Lead

#### Upper GI Surgery

**Mr V V Chitre** MS FRCS  
Medical Director  
Honorary Senior Lecturer (UEA)

**Mr B Atkari** MD  
Surgical Tutor

#### General and GI surgery

**Miss M Bogdan** MBBS  
Consultant Surgeon

**Mr R Guruswamy** MS FRCS  
Trust Consultant Surgeon



**General Surgery Associate Specialists and Speciality Doctors**

#### **Associate Specialists**

Mr S Joglekar MRCS  
 Mr C Liao MRCS MD FEBS  
 Mr I Rajput MRCS  
 Mr B Saravanan MRCS  
 Mr H Nasef MRCS  
 Mr S Mathew MRCS

#### **Specialty Doctors and Specialist Grades**

7 Posts

**3 Specialty Trainees** - East Anglian Regional Training Programme

**3 Core Trainees** – Core surgical training programme

**3 Foundation Year 3 Doctors**

**1 Clinical Fellow** – ST1/2 level

**3 Foundation Year 2 Doctors**

**11 Foundation Year 1 Doctors**



## SECTION 4: 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 and this has been furthered by the close working relationship with the Norwich Medical School. The hospital contributes approximately a third of secondary care teaching. With the hospital's new University Hospital status, there is now a growing emphasis on establishing a research culture within the Trust.



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. 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.

## **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 under-graduates. 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.

Department of Surgery has participated in

Timing of Surgery study

CADIAS study

CREST trial

HIP study

DREAMS trial

ROCSS trial

ROSSINI trial

INTACT trial

Damascus Study

EAGLE trial

FORTIVA trial

RESET study

Colon Capsule Evaluation pilot

## **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 teaching programme within the Trust and Emergency Division includes:

- ✓ Weekly curriculum teaching/clinical presentations for Junior Doctors
- ✓ Weekly ½ day protected teaching for FY1s and FY2s
- ✓ Weekly ½ day protected teaching for GPSTs
- ✓ Weekly cardio-respiratory meeting
- ✓ Weekly gastroenterological meetings
- ✓ Weekly Grand Round
- ✓ Journal Club meetings
- ✓ CMT MRCP Tuition

- ✓ Surgery department Wed AM teaching

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

Clinical Divisions have their own education and audit programmes.

The Trust expects all Consultant 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 consultants 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. The current study leave budget is £1,100 (pro rata) per Consultant.

## **Audit/QI**

Audit is an important item within the Trust agenda. The Clinical Audit and Effectiveness Committee oversee the requirement. It is expected that a significant QI project be completed for every revalidation cycle. 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 personal secretarial support and office accommodation at the James Paget University Hospitals NHS Foundation Trust. The appointee will have a computer or laptop due to moving to more mobile solutions, which will be 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 Consultants**

All new consultant recruits are given the opportunity to review their personal development with their clinical lead/independent management consultant and agree a personal development plan. Although this is very much owned and driven by the individual, the Trust will provide financial support for personal development activities. Each year all consultants are required to undergo an appraisal with either their Assistant Medical 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.

This post is offered under the terms and conditions of service of the new contract.

## **Our values and behaviours**

Our values are the guiding principles of the organisation and provide a set of beliefs for the way we behave. Staff are the ambassadors for the Trust and the values should underpin the work that all of us do – whatever our role and whoever we come into contact with.

### **Putting Patients First**

Provide the best possible care in a safe, clean and friendly environment  
Treat everybody with courtesy and respect  
Act appropriately with everyone

### **Aiming to get it right**

Commit to my own personal development  
Understand my and others' roles and responsibilities  
Contribute to the development of service

### **Recognising that everybody counts**

Value the contribution and skills of others  
Treat everyone fairly  
Support development of colleagues

### **Doing everything openly and honestly**

Be clear about what I'm trying to achieve  
Share information appropriately and effectively  
Admit to and learn from mistakes

## SECTION 6: GENERAL CONDITIONS OF APPOINTMENT

The appointee will enjoy terms based on the nationally agreed Terms and Conditions of Service for Consultants (England) 2003.

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 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.

<b>Salary:</b>	Within the Pay and Conditions Circular (M&D) 3/2022. This is a whole-time post.
<b>Pension:</b>	NHS contributory scheme.
<b>Life insurance:</b>	Covered within NHS superannuation scheme.
<b>Holidays:</b>	As per terms and conditions of service schedule.
<b>Notice period:</b>	3 months.
<b>Relocation package:</b>	<p>Comprehensive package (substantive posts only) of up to but not exceeding £10,000.00. 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 accommodation may be available, if required. However, if married accommodation is required you will need to seek this yourself in the private sector</p>
<b>Terms:</b>	Post is subject to Terms and Conditions of Service of Hospital Medical and Dental Staff (England) as amended from time to time.
<b>Location:</b>	The successful candidate will normally be required to reside within 15 miles of the main hospital base or 30 minutes travel time unless specific approval is given by the Trust to your residing at a greater distance. The post holder is based at the James Paget Hospital but will be required to undertake duties at the Norfolk and Norwich University Hospital Foundation Trust and may be required to undertake duties at other locations within the locality.
<b>Medical:</b>	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 Hepatitis B, HIV and Hepatitis C screen prior to commencing.
<b>Rehabilitation of Offenders:</b>	Exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 (exemptions) Order 1975.
<b>Equal Opportunities:</b>	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.

**Registration:**

Required to have and maintain full registration and be on the GMC Specialist Register. To comply with requirements for revalidation and C.M.E 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.

## SECTION 7: APPLICATION INFORMATION

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

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:

Medical Staffing

James Paget University Hospitals NHS Foundation Trust

Lowestoft Road,

Gorleston

Great Yarmouth

Norfolk NR31 6LA

[medicalstaffing@ipaget.nhs.uk](mailto:medicalstaffing@ipaget.nhs.uk)

Tel: 01493 453667/453415

For further information about the Trust please log onto our website [www.ipaget.nhs.uk](http://www.ipaget.nhs.uk)

### **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 any other relevant local publications/professional networks as funded by the Trust and agreed by the Committee.

Successful applicants will be notified by Michelle Bunn, Medical Workforce Officer and invited for interview.

### **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.

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 and is subject to the Fit and Proper Persons Requirement (FPPR). All organisations regulated by the Care Quality Commission need to ensure that successful candidates meet the Fit and Proper Persons Requirement (Regulation 5, The Health and Social Care Act 2008 (Regulated Activities) Regulations Act. This means that the care provider must not appoint a director unless:

- The individual is of good character;
- The individual has the qualifications, competence, skills and experience which are necessary for the relevant office or position or the work for which they are employed;
- The individual is able by reason of their health, after reasonable adjustments are made, to properly perform tasks which are intrinsic to the office or position for which they are appointed or to the work for which they are employed;
- The individual has not been responsible for, been privy to, contributed to or facilitated any serious misconduct or mismanagement (whether lawful or not) in the course of carrying on a regulated activity or providing a service elsewhere which, if provided in England, would be a regulated activity; and
- None of the grounds of unfitness specified in Part 1 of Schedule 4 apply to the individual (e.g. bankruptcy, sequestration and insolvency, appearing on barred lists and being prohibited from holding directorships under other laws)
- Good character is measured by the criteria set out in Part 2 of Schedule 4 of the Regulations:

- 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 'Medical Staffing Information' or log onto our website at [www.jpaget.nhs.uk](http://www.jpaget.nhs.uk).

All roles within the Trust require staff to demonstrate our core values in the care they provide to patients. 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

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

### OUR VALUES

**COLLABORATION**  
**ACCOUNTABILITY**  
**RESPECT**  
**EMPOWERMENT**  
**SUPPORT**

[www.jpaget.nhs.uk](http://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](https://www.linkedin.com/company/jamespagetuniversityhospitalsnhsfoundationtrust)

Please note that the James Paget University Hospitals NHS Foundation Trust operates a No Smoking Policy

