

## Job Description

**JOB TITLE:** Fellowship in Ophthalmic Plastic and Reconstructive Surgery (Ophthalmology)

**DIVISION:** Ambulatory Care

**GRADE:** Fellow

**REPORTS TO:** Head of Service

**ACCOUNTABLE TO:** Medical Director

### About NUH



1. **Patients** - We will ensure our patients receive consistently high quality, safe care with outstanding outcomes and experience
2. **People** - We will build on our position as an employer of choice; with an engaged, developed and empowered team that puts patient care at the heart of everything it does
3. **Places** - We will invest in our estate, equipment and digital infrastructure to support the delivery of high quality patient care
4. **Performance** - We will consistently achieve our performance standards and make the best use of resources to contribute to an affordable healthcare system
5. **Partners** - We will support the improvement of the health of the communities we serve through strong system leadership and innovative partnerships to deliver integrated models of care
6. **Potential** - We will deliver world-class research and education and transform health through innovation

**Our values are:** Caring and helpful; Safe and Vigilant for our patients and colleagues; Being Clinically Excellent and driving innovation to meet the needs of our patients; Using our Resources wisely whilst; Providing Quality products, services and experiences for staff and patients

## **JOB SUMMARY**

### **1 THE POST**

The appointment is for a whole time non-resident Fellow in Oculoplastics. This is a one year clinical fellowship programme, working with Mr P Oberoi and Mrs KA Tambe.

This post is designed as a post CCST position but those nearing completion of their specialist training programme or equivalent will be considered. Please note however that the period may not be accredited for CCST training by the Royal College of Ophthalmologists.

As part of our commitment to provide the best care to our patients, we will in the near future be extending our Ophthalmology service to include some evening and weekend work. As a member of the team you will be expected to participate in the provision of this extended service on a rota basis.

### **2 THE SPECIALTY**

The Ophthalmology Department is situated in a purpose built Eye and ENT Unit at Nottingham University Hospitals NHS Trust and comprises a team of 26 consultants providing general and specialist ophthalmic care for the Nottingham area and beyond. The department undertakes teaching for 150 medical students per annum and training for medical and nursing staff. NUH is a tertiary referral centre for many eye conditions.

The Academic Unit of Ophthalmology under Professor Dua has international recognition as a centre for high quality basic science and clinical research. The unit fosters and encourages collaborative projects with other University and NHS Departments in and outside Nottingham and the UK. A number of NHS consultants have their own research programmes collaborating with the Academic Unit and other outside departments where mutually advantageous.

During 2022/2023 the department had 6,164 admissions/day cases and 101,250 out-patient attendances which included patients seen on-site and within a community setting and the ophthalmic eye casualty department had 24,074 attendances. Together with other activities the department handled over 138,000 patient episodes during the period.

The clinical facilities include 4 theatres equipped with ceiling mounted or floor standing Zeiss microscopes with closed circuit TV display and digital recording facilities. Vitrectomy and phacoemulsification (Stellaris) equipment are also in use, with cyclodiode, endolaser and indirect laser facilities. Most patients are treated as daycase but inpatient facilities are provided on ward C25 within the Eye and ENT centre. The IOL Master and ultrasound Biometry and B-scan ultrasound are available in the outpatient department which also houses the Optometry department, contact lens clinic, LVA clinic, Orthoptic department, fluorescein angiography and anterior segment photography, OCT scanning and a Reichert Ocular Response Analyser are also available in out-patients. The department is also equipped with 2 SLT lasers.

We also provide a dedicated cataract clinic staffed by optometrists and nurses and a treatment centre for macular disease. Glaucoma Shared Care systems utilizing our specialist optometrists are well established in the department. There is also a 24 hour eye casualty department and a laser treatment suite.

The electro-diagnostic department, carries out clinical and research duties in visually evoked potentials, electroretinography and electro-oculography.

There are monthly departmental meetings designed to discuss various topics including performance of service delivery, financial position and any future developments, all departments are represented and it is expected all consultants attend.

### **3 SPECIALTY MEDICAL STAFF**

There are 26 consultants who, in addition to general ophthalmic practice, have special interests:

Mr WM Amoaku	Medical Retina and Uveitis Reader/Associate Professor & Honorary Consultant
Miss S Bala	Medical Retina
Mr S Bruschi	Paediatric Ophthalmology
Ms K Chwiejczak	Vitreo-Retinal and Medical Retina
Ms S Dawson	Glaucoma
Professor HS Dua	Cornea and External Eye Diseases, Uveitis Chair and Head of the Academic Division and Honorary Consultant
Professor AJ Foss	Medical Retina
Miss AM Gruener	Neuro-Ophthalmology
Mr I Jawaid	Paediatric Ophthalmology
Professor AW King	Glaucoma
Mr D Kumudhan	Vitreo-Retinal and Medical Retina
Mr A Lakshmanan	Medical Retina
Miss R Lambley	Paediatric Ophthalmology
Mr VS Maharajan	Cornea
Mrs J Marr	Eye Casualty / Paediatrics
Mr T Mohammed	Cornea
Mr P Oberoi	Orbital and Oculoplastic
Mr GM Orr	Vitreo-retinal and Medical Retina
Ms R Patel	Neuro-Ophthalmology
Ms A Pradeep	Uveitis
Mrs D Said	Medical Retina and Eye Casualty
Mr RE Stead	Glaucoma

Mrs KA Tambe	Oculoplastic and Paediatric Ophthalmology
Mr S Thomas	Paediatric Ophthalmology, Ocular Motility, Neuro-Ophthalmology
Mr C Wilde	Vitreo-Retinal and Medical Retina
Mr AG Zaman	Vitreo-Retinal and Medical Retina

Other medical staff:

2	Associate Specialists
3	Specialist Doctors
1	Specialty Doctors
11	StRs
6	Fellowship posts

## **The Academic Unit of Ophthalmology**

### Staff

Chair and Professor Reader	Professor Harminder S Dua Mr Winfried M K Amoaku
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### Facilities and Equipment

The Academic staff are presently accommodated in the Eye and ENT Centre including dedicated ophthalmic research laboratories, seminar and tutorial rooms and offices.

The Medical School also has a full range of basic science departments with laboratory facilities who welcome collaborative research opportunities.

### Research

The Academic Unit of Ophthalmology has established research interests in ocular immunology (Clinical and experimental autoimmune uveitis, corneal graft rejection, ocular mucosal immune system) corneal epithelial wound healing and epithelial cell migration *in vivo* and *in vitro*, the effects of ionising radiation on the normal and diseased eye (clinical and experimental), macular disorders and diabetic retinopathy.

The unit fosters and encourages collaborative projects with other University and NHS Departments in and outside Nottingham and the UK.

A number of NHS consultants have their own research programmes collaborating with the Academic Unit and other outside departments where mutually advantageous.

### Teaching

The unit is responsible for undergraduate education in Ophthalmology where about 150 students (in their 4th year "specials" rotation) pass through each year. In the new undergraduate medical curriculum, each student will undertake a full two-week clerkship in Ophthalmology supplemented by one lecture each week for ten weeks.

The Department also provides an active sub-regional postgraduate training programme in Ophthalmology for Nottingham Hospitals and the surrounding hospitals of Derby, Mansfield, Lincoln and Boston.

Various courses, eg "Optics and Refraction for Junior Ophthalmologists". "Contact Lens", GP refresher and Optometry are run regularly by the department. The Nottingham Eye Symposium and Research meeting is run annually and features trainee research presentations, an afternoon symposium and the Norman Galloway Lecture.

There are opportunities to teach Medical students, trainee Opticians and Nurses. Occasional pre-Fellowship, GP and other courses are run by the Department.

## **KEY JOB RESPONSIBILITIES**

### **Research Component**

Ample opportunity and facilities exist for research and the successful candidate must be willing to carry out research and audit.

### **Clinical Component**

Working predominately with Mr P Oberoi and Mrs KA Tambe, the main commitment of the post will be to Oculoplastics but the Fellow will be expected to deliver appropriate care to patients with other eye conditions where necessary. This will provide the opportunity to be involved in all aspects of diagnosis and treatment.

The Fellow will participate in the Fellow's on-call rota (around 1 in 14 including weekends), and out of hours care of patients under the care of the Oculoplastic Consultants will be expected on an occasional basis where clinically necessary.

An electronic patient management system (MediSight) has been in use and is becoming more utilised throughout the department. The Fellow will be expected to become proficient in its use early in the period of the fellowship.

Duties are principally at Nottingham University Hospitals, but occasional visits may be required to other hospitals.

Proposed timetable to include:-

- 3/4 oculoplastic specialist clinics
- 3/4 operating lists with oculoplastic consultants
- 1 Eye Casualty
- 1 Administration / Research
- 1 Postgraduate teaching

Monday	Tuesday	Wednesday	Thursday	Friday
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<b>Morning</b>	Clinic	Theatre	Clinic	Clinic	Theatre
<b>Afternoon</b>	Theatre	Theatre	Eye Casualty	Admin/Research	Teaching / Flexi

Example of timetable (to be confirmed upon appointment)

#### Clinical Duties

The Fellow will be a non-consultant member of the Oculoplastics service. The Fellow will receive a comprehensive training in Oculoplastics with additional training in specialist areas of interest appropriate to the supervising consultants. The success of the Fellowship is dependent upon integration into the existing firms of the consultants such that teaching, training and clinical experience is maximised for all concerned.

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#### Complementary Specialities

One of the strengths of the ophthalmic department is the availability and close proximity of a number of complementary surgical specialities. The department works closely with ENT, Maxillofacial, Plastic and Neurosurgical directorates. The Dermatology department have a dedicated micrographic (Mohs') surgeon. Dedicated Histopathology and diagnostic imaging services of the highest quality are readily available.

#### Teaching and Audit

Ongoing teaching, both formally and informally, is a strength within the directorate. It is anticipated that the fellow will be involved in teaching junior doctors and allied professions. In line with the current emphasis upon quality clinical care, audit within the directorate is one of the priorities and again active involvement and commitment is encouraged and anticipated.

#### Departmental Organisation

Ophthalmology is a part of the Ambulatory Care Division which includes dermatology, endocrinology, immunology and rheumatology. Dr Adrian Kwa is the Head of Service for Ophthalmology, and the Specialty General Managers are Kathryn Skill and Kerry-Ann Storrie.

#### Leave for Study/Training

Applications for study leave must be made prospectively on the appropriate departmental forms and submitted to the Assistant General Manager following consultant approval. **Eight weeks' notice** must be given when taking study leave and the relevant services must be informed to ensure appropriate action is taken to modify clinical activity. Study leave entitlement will be confirmed on appointment.

#### Annual Leave Entitlement

Annual leave entitlement will be confirmed in your contract and is arranged in agreement with your Consultants. **Eight weeks' notice** must be given when taking leave and the relevant services must be informed to ensure appropriate action is taken to modify clinical activity.

### Conditions of Service

The appointment is subject to the Terms and Conditions of Service of Hospital Medical and Dental Staff (England and Wales), as amended from time to time.

The successful candidate will be contracted by the individual Trust at which he/she will work. As a consequence he/she is expected to be aware of local policies and procedures and take note of the standing orders and financial instructions of the Trust.

A minimum of three months' notice must be given should the post holder wish to leave the post prior to completing the Fellowship.

### Health Clearance and Medical Examination

This appointment is subject to medical fitness and the appointee may be required to undergo a medical examination and chest x-ray.

Potential applicants should be aware of the Department of Health and GMC/GDC requirements with regard to HIV/AIDS and Hepatitis viruses.

Candidates are advised that they will be asked at interview whether they are aware of anything preventing them from fulfilling their professional commitment, and this includes health.

### Accommodation

Accommodation may be available and enquiries should be made in the first instance to the Human Resources Department at the hospital.

### Visiting

An informal discussion with the team is encouraged, as are visits to the department following short-listing.

To arrange please contact:

Dr Adrian Kwa ([adrian.kwa2@nuh.nhs.uk](mailto:adrian.kwa2@nuh.nhs.uk)) – Head of Service – Ophthalmology

Mr P Oberoi ([prashant.oberoi@nuh.nhs.uk](mailto:prashant.oberoi@nuh.nhs.uk)) – Oculoplastic Consultant

Mrs Kathryn Skill ([kathryn.skill@nuh.nhs.uk](mailto:kathryn.skill@nuh.nhs.uk)) – Specialty General Manager

### **GENERAL DUTIES**

In addition to the key job responsibilities detailed in this job description all employees at Nottingham University Hospitals NHS Trust are expected to comply with the general duties detailed below:

#### **Infection Control**

To maintain a clean, safe environment, ensuring adherence to the Trust's standards of cleanliness, hygiene and infection control.

### **Safeguarding children, young people and vulnerable adults**

Nottingham University Hospitals is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff and volunteers are therefore expected to behave in such a way that supports this commitment.

### **Information Governance**

All staff have an individual responsibility for creating accurate records of their work and for making entries into and managing all NHS records effectively in line with the Health Record Keeping Policy and other Health Records and Corporate Records Management policies and procedures in order to meet the Trust's legal, regulatory and accountability requirements.

Office accommodation and administrative support will be provided by the Trust, as will a PC with e-mail and Internet access. All consultants are required to check their hospital e-mail regularly.

### **Health and Safety**

To take reasonable care to prevent injury to themselves or others who may be affected by their acts or omissions.

To co-operate fully in discharging the Trust policies and procedures with regard to health and safety matters.

To immediately report to their manager any shortcomings in health and safety procedures and practice.

To report any accidents or dangerous incidents to their immediate manager and safety representative as early as possible and submit a completed accident/incident form.

To use protective clothing and equipment where provided.

Whilst the aim of the Trust is to promote a co-operative and constructive view of health and safety concerns in the organisation, all staff must be aware that a wilful or irresponsible disregard for safety matters may give rise to disciplinary proceedings.

### **Governance**

To actively participate in governance activities to ensure that the highest standards of care and business conduct are achieved.

### **Health and Wellbeing**

Employees are expected to take all reasonable steps to look after both their physical health and mental health. To support employees to achieve this NUH offers a wide range of health and wellbeing activities and interventions. The full programme can be viewed at on the staff intranet.

Line managers are expected to encourage and support staff to look after their health and wellbeing, including the release of staff to attend health and wellbeing activities and interventions.

### **General Policies Procedures and Practices**

To comply with all Trust policies, procedures and practices and to be responsible for keeping up to date with any changes to these.

### **Professional Standards**

The Head of Service is managerially responsible for all activity and personnel in their speciality. They are accountable to a Clinical Director. The Medical Director and Responsible Officer, has overall



responsibility for the professional standards of consultants employed by Nottingham University Hospitals NHS Trust.

All consultants are expected to follow the guidelines on practice laid down by the General Medical Council's "Maintaining Good Medical Practice", and are accountable to the Trust for their actions and for the quality of their work. There is annual review of Job Plans and annual Appraisal.

### **Ethics of Clinical Practice Committee (ECPC)**

The Ethics of Clinical Practice Committee is a source of advice on the ethical principles underlying decisions in healthcare and clinical practice. The committee discusses actual or potential ethical issues arising from the care and treatment of potential, current, or former patients of the Trust. Such issues may arise in the implementation of policies or new initiatives or legal decisions affecting patient treatment and care. The Committee can be contacted via the Trust secretary.

### **WORKING CONDITIONS**

Required to work in theatre and clinic environments with frequent exposure to uncontained body fluids.

### **Residence**

Because of on-call commitments, the successful candidate is expected to be contactable by telephone and to reside not more than ten miles, or half an hour's travelling time, from their main campus, unless the Trust gives prior, specific approval for a greater distance (or time).

### **JOB REVISION**

This job description should be regarded as a guide to the duties required and is not definitive or restrictive in any way. The duties of the post may be varied from time to time in response to changing circumstances. This job description does not form part of the contract of employment.

### **Service Review**

A strategic review of all Trust services is taking place, as a result of which some services, or parts of some services, may transfer from one campus to the other. This will be decided in accordance with the most appropriate way to provide the best healthcare for patients in the future and all staff will be fully consulted on about the impact of any such decisions.

**Job description reviewed by:** Adrian Kwa and Kathryn Skill

**Date:** March 2024