

Job Title: **Consultant**

Department: **Diabetes and Endocrinology**

Sector: **Medical Specialties**



## About Us:

Mid and South Essex NHS Foundation Trust is now one of the largest in the country, with a workforce of approximately 15,000 who serve a population of 1.2 million people.

We work together, and in conjunction with [MSE Health and Care Partnership](#) to deliver excellent local and specialist services, to improve the health and wellbeing of our patients, and provide a vibrant place for staff to develop, innovate and build careers.

From facilities through to consultant specialists we want to be the best, to achieve this we need to recruit not just those who are the finest in their field but also those who have the potential to be. Yes, experience is important but so is outlook – if you are dynamic, forward-thinking, and enthusiastic we want you to join us.

We not only offer you a good working environment with flexible working opportunities, but also the opportunity to develop your career with access to appropriate training for your job and the support to succeed and progress.

If you join the MSE team you may be working at one of or across our three main sites:

- Broomfield Hospital in Chelmsford
- Basildon and Thurrock Hospital
- Southend Hospital

So, whether you're looking for an entry level, apprentice role or your next exciting and fulfilling challenge within the NHS [browse our vacancies](#) to find the right role for you and start building your career with MSE today.

## Our Trust Values:

As a fully established, merged organisation, we've worked with you, our staff, to understand what it means to be part of Mid and South Essex NHS Foundation Trust. Our strategic goals clearly set out our purpose and ambitions, and our new values and behaviours show how we will work together, with each other, our patients, and our stakeholders, to achieve our aims.



### Excellent

We go all-out for excellence and put delivering exceptional care at the heart of everything we do.

### Compassionate

We act with care and compassion toward ourselves, patients, colleagues and our communities.

### Respectful

We appreciate the value of each other and nurture positive relationships. We ensure all voices are heard and respected.

## **Why join Mid & South Essex NHS Foundation Trust:**

The NHS is changing. We are entering a new era in healthcare: one where everyone has a choice of where they receive their treatment and there are core NHS principles which outline the provision of care.

This creates new and exciting challenges for us. Gone are the traditional hospital and community care settings, replaced by a competitive more commercial environment, where the Trust is judged on the whole experience, from technical excellence, through to care and comfort.

We want our hospitals to be the place where patients come first.

We want patients to leave us feeling that they made the right choice, that they have received the best care and have been treated with dignity and respect.

This requires the right people. Experience is obviously paramount, but so is the right attitude. We want people who will thrive in a competitive environment and who are willing to go the extra mile to make patients feel that they are important, and colleagues feel that you are an integral part of their team.

If you are looking to make a positive contribution and have the commitment, professionalism and dedication working for the benefit of our patients to really make a difference then we want to hear from you.

In return we provide staff with clear roles and responsibilities and rewarding jobs for teams and individuals that make a difference to patients, their families and careers.

We offer you a good working environment with flexible working opportunities, consistent with the needs of patients and with the way that people live their lives.

We will also provide you with personal development, access to appropriate training for your job and the support to succeed.

We will provide support and opportunities for you to maintain your health, well-being and safety.

You will also be given opportunity to engage in decisions that affect you and the services you provide, individually through representative organisations and through local partnership working arrangements.

All our staff are empowered to put forward ways to deliver better and safer services for patients and their families.

We'll also give you the motivation by providing excellent career packages and benefits, combined with the opportunity to work with like-minded individuals. All we need from you is the necessary expertise and good people attitude.

## **Job Description**

**Consultant in Diabetes and Endocrinology**

**Mid & South Essex NHS Foundation Trust**

**Basildon**

## Directorate Profile:

Diabetes and Endocrinology is a great specialty with balanced exposure to General Medicine and an array of specialty options in Diabetes and Endocrinology. Across the MSE, the service provides specialist inpatient care for new presentations of type 1, type 2 or secondary diabetes, hyperglycaemic and hypoglycaemic emergencies and comprehensive care for the complications of diabetes alongside other specialist teams.

The Diabetes and Endocrinology Department at the Basildon Hospital site is managed by a team of four full time Consultants with one Locum Consultant, four Specialist Diabetes Nurses, Junior Doctors, HCA's, Clinical Pathology and an Administrative/Secretarial Team. All general Diabetic outpatient clinics are held within the community, embracing integrated MDT working and are fully committed to the development of Diabetes services. Joint specialist clinics are held on site to manage antenatal diabetes, diabetic renal failure and paediatric diabetes. Care of the diabetic foot is led by a dedicated Consultant Diabetologist, who works alongside vascular surgeons, orthopaedic surgeons and podiatrists.

## Current Staff:

Role	Name	Special Interest (if applicable)
Consultant	Dr Rehman Khan	Clinical Lead & Antenatal Diabetes
Consultant	Dr Alan Choo-Kang	
Consultant	Dr Michael Mulcahy	Diabetic Foot
Consultant	Dr Gaurav Malhotra	

The Consultant team at Basildon are supported by 3 Specialist Trainees at ST3+ Level, 2 Speciality Doctors, 2 Internal Medical Trainees (IMT's) and a number of FY1s and FY2s on their dedicated wards.

## Department Bed Complement:

27 specialist endocrine beds

## Inpatients:

General GIM patient commitments and outliers as required.

## Day-cases:

Outpatient clinics only.

## Office Accommodation / Support:

Trained medical secretarial support will be available and suitable office accommodation will be provided. Secretarial support will be provided at a minimum of 0.5 WTE support. The post holder will share office space with a desk and IT support with access to Microsoft Office, the Hospital intranet, internet and email facilities.

## **Job Description**

**Job Title:** Consultant in Diabetes and Endocrinology

**PA's:** 10 Programmed Activities

**Period:** Permanent

**Reports to:** Clinical Director

### **The Job Role:**

The role of the Consultant in Diabetes and Endocrinology will involve the successful candidate contributing to the Outpatient Diabetes & Endocrinology Service and inpatient in-reach service. The working pattern will consist of clinical sessions in Diabetes and Endocrinology with 1.5 PA sessions of Supportive Programmed Activities (SPA).

The clinical sessions in Diabetes and Endocrinology will consist of clinics in the specialty. As well as clinics in general diabetes and endocrinology the department also runs joint clinics for adolescent diabetes, antenatal diabetes and endocrinology, diabetic renal disease, thyroid cancer and neuroendocrine tumours. Over time there would be scope to contribute to all these areas to maintain and nourish professional development in the specialty.

### **Workload and Additional Support Staff:**

The 1.5 SPA will consist of a core set of education, audit and CPD. The candidate will be encouraged to develop future areas of specialist interest.

The rota will seek to distribute the clinical workload equitably and be sustainable and flexible enough to accommodate the successful candidates training requirements and career progression needs.

### **Clinical Duties:**

- To assess, manage and treat Diabetes and Endocrine patients attending Outpatient clinics.
- To participate in and supervise processes to improve communication of patient care such as handover and morning report.
- To participate in the maintenance and recording of Key Performance Indicators.
- To contribute to and develop outpatient services in Diabetes and Endocrinology.
- The candidate will be expected to partake in the General Internal Medicine Physician of the day rota
- To supervise implementation of local and national guidelines and standards relating to acute admissions.



### **Organisational Duties:**

- Promote a friendly and team based working environment – in line with our Trust Values.
- To undertake managerial and budgetary responsibilities as required.
- Teaching of primary care colleagues and junior medical staff through mixture of case-based review and formal teaching activity

### **Clinical Governance:**

To provide clinical services in line with the Trust's clinical governance arrangements which is designed to ensure that agreed quality standards are achieved. These requirements include: -

#### **Audit:**

To undertake audit of clinical practice within the department to ensure that current standards and evidence-based practice are applied.

#### **Continuing Professional Development:**

All Consultants are required to maintain and develop their clinical skills. Individual training and development needs will be identified through an appraisal process. The Trust supports the requirements for continuing professional development (CPD) and is committed to providing time and financial support for these activities.

#### **Risk Management:**

To work within the Trust's clinical risk management policies and in particular to participate as appropriate in clinical incident reporting.

#### **Appraisal and Development:**

All Consultants in the Trust are required to participate in the Trust's appraisal process. This is conducted by a trained, Trust-nominated appraiser. It is expected that the successful candidate will comply with the appraisal process. Yearly appraisals are a mandatory requirement as a part of the GMC Revalidation cycle for all medical staff in the NHS.

#### **Teaching and Training Activities:**

There is an expectation that part of this job should involve on-going teaching and training of primary care colleagues through group teaching and practice based sessions in order to disseminate specialist skills and provide a forum for the discussion of case studies and set clinical guidance.

The hospital has University status. Consequently, the training of medical students, junior hospital doctors, nurses and physiotherapists has a high priority. The new colleague will be actively encouraged to pursue any interest in this area.

Clinical Governance is a major part of our daily practice. The hospital has a dedicated, separate department with allocated clinical and ancillary staff to facilitate this.

There is a well-stocked medical library with audio-visual teaching aids and a full time librarian. The library has a Medline facility. There is a thriving Postgraduate Medical Centre with regular clinical meetings and a general education programme.

All consultants are expected to take advantage of study leave to maintain and develop their clinical skills to comply with CME requirements.

### **Job Plan:**

The Clinical Director and General Manager are responsible for the review of the job plan in conjunction with the post-holder. The job plan for the first three months will be based on the provisional timetable shown below.

A formal job plan will be agreed with the appointee and their Clinical Director, 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 then be reviewed annually, following an Appraisal Meeting.

It is expected that the job planning process will be approached with professionalism, honesty and transparency.

### **Weekly Timetable:**

The changing nature of the contracting process makes it essential that all consultants have a flexible approach to working arrangements which may include innovative working patterns, including 7 day working in the future. The job plan will be reviewed at a 3, 6 and 12 monthly interval following initial appointment.

The job plan (for a full time contract) will consist of the following (provisional timetable below):

- Direct Clinical Care: 8.5 PAs on average per week  
(Includes clinical activity, clinical related administrative activity, predictable and unpredictable work)
- Supporting Professional Activities: 1.5 PAs on average per week  
(Includes CPD, audit, teaching and research)
- Additional payment for on call will be calculated once job plan is finalised (if applicable to role).



	AM	PM
<b>Monday</b>	Ward Round	SPA
<b>Tuesday</b>	Endocrine Clinic	SPA
<b>Wednesday</b>	SPA	Diabetes Technology Clinic
<b>Thursday</b>	Ward Round	Endocrine Clinic
<b>Friday</b>	Ward Round	Virtual Advice Clinic

### 4.3 On Call Availability

On-call general medicine rota is averaged as 1:22 days 08.00 to 08.00.

To allow the physician to complete the post take/ ward round, other clinical commitments will not be scheduled for on call days.

#### General Statement:

#### Mentoring:

All new consultants will be provided with a mentor from the consultant body in order to aid professional development and provide advice.

#### Management:

The appointee will be expected to take part in day to day business management to ensure smooth running of services, and to contribute to service development, including review of consultant job plans where necessary from time to time.

#### Appointment to the post:

The appointment will be made by the Board on the recommendation of an Advisory Appointments Committee, constituted in terms of the Guidance on Advisory Appointments Committees. Any person suitably qualified and experienced who is unable for personal reasons to work full-time, will be eligible to be considered for the post for part-time hours.

The appointment is subject to Medical and Dental Terms and Conditions of Service for Consultants (England) 2003. It is subject to the National Health Service (Superannuation) Regulations. The conditions are exclusive of appeal rights to the Secretary of State (Section 190).

#### Policies & Procedures:

You are required to comply with the Trusts Policies and Procedures.

#### Information Security and Confidentiality:

- All person identifiable information must be held in the strictest confidence and must be disclosed only to authorised people in accordance with the 1997

Caldicott recommendations, 2018 Data Protection Act, ratified information sharing protocols and patient consent.

- Where there is any doubt, the post holder must seek advice from the Caldicott Guardian or deputy. A breach of confidentiality may result in disciplinary action being taken in accordance with the Trust's disciplinary procedure.
- It is the responsibility of the post holder to abide by all organisational policies and procedures, particularly those in the information security section of the policy folder.
- To meet the requirements of the 2018 Data Protection Act the post holder is responsible for the maintenance of up to date and timely data entry and to ensure that information processed is safeguarded, securely stored and safely disposed of.
- To maintain data quality, it is essential that clinical information extracts and reports are validated by the appropriate clinician prior to distribution.

#### **Information Governance:**

- All staff must be familiar with and comply with the contents of the Information Governance Handbook, a personal copy will be provided at Induction to all staff.
- All staff are required to maintain confidentiality of patient and Trust's information as set out in the Trust's Confidentiality Policy.
- All staff are required to read and comply with all policies that are issued relating to the electronic security of Trust's information.
- All staff who create, access, transfer, modify sensitive Trust's records have a responsibility to be both accurate and timely and ensure that all the information that they record either on paper or electronically is complete.

#### **Confidentiality:**

- Your attention is drawn to the confidential nature of information collected and used throughout the NHS. The unauthorised use or disclosure of patient, staff or other personal information is a dismissible offence. The unauthorised disclosure of information could also result in a prosecution for an offence, or action for civil damages, under the Data Protection Act.
- All matters relating to patients' diagnosis and treatment, staff or the Financial or contractual position of the Trust are strictly confidential and under no circumstances is such information to be divulged or passed to any unauthorised person(s) under penalty of summary dismissal.
- All staff should take particular care relating to the electronic storage and transfer of confidential information. This should only be done in accordance with the Trust's Information Security Policy.

### **Equal Opportunities and Diversity:**

The Trust has an absolute commitment to equal opportunities based on sound management practice, respect for the individual and legislative compliance. The post-holder must at all times carry out his/her responsibilities with regard to the Trust's Equal Opportunities Policy & the Race Equality Scheme.

### **Health and Safety & Risk management**

Employees must be aware of the responsibilities placed upon them under the Health and Safety Work Act 1974, to ensure that the agreed safety procedures are carried out to maintain a safe working environment for patients, visitors and employees.

Employees must wear personal protective equipment where provided.

All employees are expected to comply fully with the Trust and Departmental fire policies and procedures to meet their responsibilities in relation to fire safety. All staff are also expected to maintain safe infection control practices at all times.

All employees are responsible for reporting any accidents, untoward occurrence and potential hazards to their Head of Department even no injury or property damage has resulted.

### **Relocation Expenses:**

Relocation expenses may be available subject to eligibility in line with the Trusts policy.

### **Health Clearance:**

The appointment is made subject to satisfactory fitness for practise. The candidate will therefore be required to complete a pre-employment health screening questionnaire and may/will subsequently be required to attend for health screening.

### **Revalidation:**

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

### **Registration:**

The appointed candidate will be required to be fully registered with the General Medical Council and hold a licence to practice

### **Rehabilitation of Offenders Act:**

Because of the nature of the work of this post, it is exempt from the provision of section 4(2) of the Rehabilitation of Offenders Act 1974 (Exemption Order 1975). Applicants are, therefore, not entitled to withhold information about convictions including those

which for other purposes are "spent" under the provisions of the Act, and in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by Basildon and Thurrock University Hospital. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the order applies.

### **Terms and Conditions of Service:**

The appointment is subject to Medical and Dental Terms and Conditions of Service for Consultants (England) 2003.

Applicants must have full and specialist registration with the General Medical Council (or be eligible for registration within 6 months of interview).

Holder of Certificate of Completion of Training (CCT), or within six months of award of CCT or equivalent by date of interview.

The starting salary for new Consultants is £82096 per annum.

### **Annual and Study Leave**

The annual leave is 30 working days plus two statutory day holidays which rises to 34 days with more than 7 years' service as an NHS Consultant.

All consultants are expected to take advantage of study leave to maintain and develop their clinical skills to comply with CME requirements.

Study leave is available as provided for under the Terms and Conditions of Service and Hospital Medical and Dental Staff. Study leave consists of 30 days over a three year period commencing from date of employment. Currently Consultants are allowed up to £1000 per financial year (1st April – 31st March) in line with the Trusts Study Leave Guidelines for Consultants and Specialty Doctors.

Approval of annual and study leave is subject to the procedures set out within the individual departments and the Postgraduate Medical Centre for study leave.

Post holders are required to follow the Trust annual leave policy and procedure for approval.

So far as is practical, the Consultant appointed will be expected to share in the provision of cover for the annual and study leave of other Consultants in the specialty.

### **Termination of Contract:**

Termination of the appointment is subject to three months' notice on either side.

### **Private Practice:**

The successful applicant may undertake private practice in accordance with the Schedules 9 & 10 of Terms and Conditions of Service. However, where such practice might conflict directly with the Trust's interests, the Appointee must bring this to the attention of the Medical Director.

### **Medical Indemnity:**

The Trust is financially responsible for the negligent acts and omissions of Consultant medical and dental staff in the course of their Trust employment. If, however, any private practice, within an NHS hospital or any other hospital is undertaken, the appointee will be personally responsible for subscribing to a recognised defence organisation. The Trust will not be responsible for category 2 (e.g. reports for insurance) or 'Good Samaritan' Acts. Health Circular HC (89) 34 provides full details of 'Claims of Medical Negligence against NHS Hospital and Community Doctors and Dentists'.

The Department of Health advises practitioners to maintain defence body membership in order to ensure they are covered for any work which does not fall within the scope of NHS Indemnity.

### **Place of Work:**

The appointee will be based at one location (depending on allocation) however may be required to work at other sites within the Trust. The appointee will be fully consulted regarding any changes to job plan.

It is desirable for the appointee to have their own transport.

### **No Smoking Policy:**

It is the policy of the Trust to promote positive health. Smoking, therefore, is prohibited in all buildings and the grounds of the hospital.

### **Security:**

In the interests of safety and security the appointee will be required to wear Hospital Staff Identification Badge at all times whilst at work.

## Person Specification

Criteria	Essential	Desirable
<b>Qualifications</b>	<p>Full MRCP (UK) or equivalent qualification.</p> <p>Entry on the General Medical Council (GMC) Specialist Register for Endocrinology and Diabetes Mellitus. Entry on the GMC Specialist Registrar in General (Internal) Medicine or Acute (Internal) Medicine via one of the following:</p> <ul style="list-style-type: none"> <li>• Certificate of Completion of Training (CCT) (the proposed CCT date must be within 6 months of the interview)</li> <li>• Certificate of Eligibility for Specialist Registration (CESR)</li> <li>• European Community Rights</li> </ul>	<p>A higher degree in medicine (e.g. MD, PhD or equivalent)</p> <p>Evidence of service improvement experience</p>
<b>Clinical Experience and Knowledge</b>	<p>Clinical training and experience equivalent to that required for gaining UK CCT in Endocrinology &amp; Diabetes Mellitus, with General (Internal) Medicine or Acute (Internal Medicine)</p> <p>Ability to offer expert clinical opinion on a range of problems both emergency and elective within the specialty.</p> <p>Ability to take full and independent responsibility for clinical care of patients.</p> <p>Expertise in a subspecialty</p>	<p>Evidence of presentations or papers in Diabetes and Endocrinology and/or General /Acute Medicine.</p> <p>Understanding of current issues within Diabetes and Endocrinology and/or General/ Acute Medicine and future direction of specialty.</p>
<b>Teaching Experience</b>	Experience of supervising junior doctors.	Experience of teaching clinical skills to undergraduates
<b>Research Experience</b>		<p>Ability to supervise postgraduate research.</p> <p>Ability to apply research outcomes to clinical problems.</p> <p>Experience of audit management.</p>
<b>Ability Language Skills</b>	Applicants must have demonstrable skills in written and spoken English, adequate to enable effective communication about medical topics with patients and colleagues.	
<b>Personal Skills</b>	<p><i>Communication Skills:</i></p> <p>Demonstrates clarity in written/spoken communication, and capacity to adapt language to the situation, as appropriate.</p>	<p><i>Management and Leadership Skills:</i></p> <p>Evidence of involvement in management.</p>



	<p>Able to build rapport, listen, persuade and negotiate.</p> <p><i>Problem Solving and Decision Making:</i> Capacity to use logical/lateral thinking to solve problems/make decisions, indicating an analytical/scientific approach.</p> <p><i>Empathy and Sensitivity:</i> Capacity to take in others' perspectives and treat others with understanding; sees patients as people. Demonstrates respect for all.</p> <p><i>Organisation and Planning:</i> Capacity to manage/prioritise time and information effectively. Capacity to prioritise own workload. Evidence of thoroughness (is well prepared, shows self-discipline/commitment, is punctual and meets deadlines)</p> <p><i>Vigilance and Situational Awareness:</i> Capacity to monitor developing situations and anticipate issues.</p> <p><i>Values:</i> Understands respects and demonstrates the values of Mid and South Essex NHS Foundation Trust</p>	<p>Demonstrates an understanding of NHS management and resources.</p> <p>Evidence of effective multi-disciplinary team working and leadership.</p> <p>Evidence of effective leadership in and outside of medicine.</p> <p><i>IT Skills:</i> Demonstrates information technology skills.</p> <p><i>Other:</i> Evidence of achievement outside medicine. Evidence of altruistic behaviour e.g. voluntary work Willingness to undertake additional professional responsibilities at local, regional or national levels.</p>
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