

Job Description

Role Title: Consultant Oral & Maxillofacial Surgeon

Grade: Consultant (YC72)

Contract: Permanent

Responsible to: Clinical Lead / Clinical Director

Accountable to: Director of Operations

Location: University Hospitals Coventry and Warwickshire

Our Vision, Values and Behaviours

At University Hospitals Coventry and Warwickshire (UHCW) NHS Trust our vision is to be a national and international leader in healthcare, rooted in our communities. Our Organisational Strategy *More than a Hospital* (2022-2030) was shaped by the views of our staff, patients and stakeholders and sets a clear plan for improvements in healthcare.

We aim to deliver the best care for our communities, being exceptional in everything we do. We do this by providing proactive, joined up support for local people and we deliver specialised services for those with the most complex health conditions. We set out to create the best experiences for our staff and work positively in partnership with other organisations to achieve the best healthcare outcomes.

Our vision and purpose are underpinned by a clear set of values that reflect the culture we want to create: *Compassion, Openness, Pride, Partnership, Improve, Learn and Respect*. Developed by our staff, our seven values guide what we do daily. Whatever our role or level, we commit to uphold these values as we work together to deliver world class care.



Net Zero and Sustainability

UHCW NHS Trust, by virtue of its Green Plan, is committed to ensuring that the way we provide services minimises the impact on the environment and the future health of the public e.g. zero waste to landfill, reducing our carbon footprint and increasing our recycling and reuse percentages.

Job Overview

A golden opportunity has arisen for a full-time Consultant in Oral and Maxillofacial Surgery to join the University Hospitals Coventry and Warwickshire NHS Trust (UHCW NHS Trust). This is a replacement post with opportunity to develop a subspecialty interest.

This large and dynamic Trust moved to a new PFI site in July 2006 and is now one of the leading teaching hospitals in the UK, as well as a Major Trauma Centre, equipped with state-of-the-art technology and facilities. It is the clinical home of Warwick Medical School, providing wide-ranging opportunities to contribute to undergraduate and postgraduate teaching and research. UHCW is situated in the heart of the West Midlands with easy access to the rural Warwickshire countryside, Birmingham and London.



We intend to appoint a dynamic team player who will take part in the general Oral & Maxillofacial services, and who will be encouraged to develop a subspecialty interest that complements the department and meets the needs of the local population.

UHCW Improvement

As part of our commitment to patients and delivery of a world class service for all we have created the UHCW Improvement (UHCWi) System in partnership with the Virginia Mason Institute in Seattle; this involves a structured approach to removing waste and putting the patient first using a lean management system and methodologies. Our culture and ways of working reflect and embed the practices and methodologies of UHCWi. You are expected, where identified, to attend and complete relevant training and development opportunities to support this. This may include Lean for Leaders, Advanced Lean Training, and the Human Factors Programme, amongst others. Full attendance and completion of identified courses is considered essential and a pre requisite for this post.

The Post

The successful candidate will form part of a team of consultants providing a comprehensive Oral & maxillofacial Surgery service to the population of Coventry and Warwickshire. In-patient operating and some clinical activity will be at the University Hospital, but the successful candidate's remaining clinical sessions are likely to include a peripheral site which may be at Warwick Hospital, Rugby St Cross Hospital or the George Eliot Hospital, Nuneaton. On call duties are 1 week in 4 based at UHCW NHS Trust, although we hope this will move to 1 in 8 with successful recruitment to other posts.

Oral & Maxillofacial Surgery Staffing Structure

Mr N McLeod: Lead Clinician, Trauma and TMJ Surgery
Mr P Stockton: Orthognathic Surgery/General Maxillofacial Surgery
Mr L Hanu-Cernat: General Maxillofacial Surgery
(Mrs J Stocker: Trauma/General Maxillofacial Surgery – this post)
(Head & Neck)
Mr R Sandhu: Head & Neck& Thyroid/General Maxillofacial Surgery
Mr G Walton: Head & Neck Surgery: Head & Neck/Skull base
Mr S Islam: Head & Neck & thyroid/ General Maxillofacial Surgery

Restorative Dentistry (Head & Neck)

(in recruitment) 1.0 wte

Orthodontic Support

Mr R Linklater (Warwick Hospital)
Mrs Insigam Muqbil (Warwick Hospital)
Mrs Ourvinder Chawla (Warwick Hospital)
New consultant post in recruitment

Middle Grade Staff

3 Staff Grades -Maxillofacial Surgery
1 Staff Grade – Head & Neck Surgery
2 Specialist Registrars on West Midlands Rotation



Junior Staff

5 DFT2 posts – West Midlands Deanery

Facilities

The department is housed in the main outpatient department at the University Hospital site (Clinics 10/11), conveniently located alongside the ENT and Ophthalmology departments. There are a variety of outpatient clinical rooms in the department, together with rooms for minor surgical procedures and Orthodontics / Restorative dentistry.

The day-case unit is at UHCW is conveniently located close to the out-patient department; six operating theatres run an efficient day case service. Paediatric patients can also be accommodated in this facility.

Major in patient operating is provided only on the UHCW site, with patients being cared for principally on Ward 23 with Head and Neck, Maxillofacial and ENT.

Maxillofacial Surgery Out-patients' and Day-case services are also located at Rugby St Cross, Warwick and George Eliot Hospitals.

Oral & Maxillofacial Services

The Department provides comprehensive care to the whole of the Coventry & Warwickshire region functioning as a hub and spoke service with surrounding district general Hospitals. In-patient services are provided by University Hospital, Coventry with facility for outpatient and day care services at George Elliot Hospital, Nuneaton, St Cross Hospital, Rugby and Warwick Hospital. The University Hospital is a designated adult Major Trauma Centre. Orthodontic support to the service is provided by consultant colleagues at Warwick Hospital and combined clinics take place both at Warwick and on the University Hospital site.

There is access to an excellent prosthetics service managed by Mr James Dimond. The fully equipped on-site Oral and Maxillofacial Laboratory provides complex custom-made medical devices and prostheses compliant with ISO 13485. Key areas include silicone prosthetics, digital orthognathic planning, surgical guides, splints, and trauma plates. It incorporates a digital planning suite hosting a range of surgical planning software, surface scanners and 3D printers. A dedicated Specialist Dental Technician provides technical support for Restorative Dentistry and dental devices required for the Maxillofacial clinics. The Maxillofacial Prosthetics team offer operating theatre support for intra and extra-oral implant placement. The laboratory actively participates in research and development and is an accredited training centre for Reconstructive Science.

The service is committed to providing high quality care and has monthly QIPS/Housekeeping meetings to maintain standards.

Head & Neck Cancer Services

The Head and Neck cancer services are formed into a separate business unit and comprise of a combined team of designated ENT and Maxillofacial Surgeons all of whom are core members of the Head & Neck MDT.

There is a very close working relationship between team members who often operate jointly across specialty boundaries and who collaborate closely to enable waiting times targets to be met. A contemporary range of treatment is provided by the department including thyroid/parathyroid surgery, microvascular surgery, Sentinel Node Biopsy, Transoral laser surgery and robotic surgery. There is a well-established Trans-nasal oesophagoscopy service with state of the art equipment including narrow

band imaging. There is excellent oncological support to the service and IMRT is routinely offered to patients. In addition the service has a track record of high levels of recruitment into National clinical trials. Restorative dental services are available to all patients both pre and postoperatively including extra-oral and intra oral implant services.

The team members are responsible for managing all head and neck two week wait referrals to the service from Coventry, Rugby and North Warwickshire and undertake all operating on the University Hospital site. They are well supported by an enthusiastic multidisciplinary team of Consultant, nursing and allied health professional colleagues.

The service has a close working relationship with Neurosurgical and Ophthalmology services and some team members are also part of the anterior skull base service providing endoscopic and open surgical access together with reconstructive expertise to the team.

Clinical Duties and Responsibilities

- Work with other members of the Oral & Maxillofacial Surgery team to provide a comprehensive general OMFS service to Primary Care Trusts and General Dental and Medical Practitioners.
- Provide a consultation and advisory service to clinical colleagues in other specialties within the Trust.
- The successful applicant will be encouraged to develop a subspecialty practice which complements the existing members of the team.
- Participate in the Maxillofacial on-call rota with consultant colleagues to ensure that appropriate emergency services are provided out-of-normal working hours.
- Develop and maintain collaborative relationships with medical colleagues in other specialties and participate in regular clinical meetings and other post graduate activities.
- Ensure own practice is up to date; this will include taking responsibility for own Clinical Professional Development and participating in the Trust's Performance and Annual Review system and be responsible for ensuring that they support the principles of revalidation by the General Medical Council
- Comply with all relevant Trust Policies and Procedures.

Continual Professional Development (CPD)

Attention and aspiration to lifelong learning will be supported by the specialty group and the Trust to demonstrate safe and knowledge clinical capabilities.

The post holder will have a reflective approach to their own practice and will agree a programme of continuing professional development which meets his/her and service provision requirements.

The post holder will ensure completion of a revalidation ready appraisal annually and undertaking regular multisource feedback in order to meet the requirements for revalidation.

Management and Administrative

Undertake administrative duties associated with the care of their patients and the running of clinical areas.

Lead and manage the team through adaptable, visible and modest leadership to ensure a committed approach is achieved. Standards will need to be driven by improvements with clear and explicit direction, encouraging constructive feedback and challenge from those involved.

Demonstrate financial awareness and understand the impact of your and your team's decisions.

Delegate tasks effectively and appropriately with realistic expectations of others.

A dedicated Medical Secretary as well as office space is linked to this post.

Research

The Trust welcomes and encourages research as a high-profile activity that compliments the service provided. The Speciality recognises that high quality research is an integral part of development and quality care and undertakes to support and encourage such activities wherever possible. The OMFS department currently participates in the CHOC1 (Condylar Head Operative or Conservative) RCT and is looking to facilitate other trials in OMFS and Head & Neck surgery.

The Trust offers state of the art facilities in research and development. It houses the Warwick Medical School's Clinical Sciences Research Institute (CSRI), bringing together scientists, clinicians and epidemiologists to study disease mechanisms in vivo and in vitro. UHCW also has six well-equipped Patient Research Interface (PRI) suites for patient-based research.

The Research & Development Team is responsible for facilitating research and supporting all researchers within the Trust with the ultimate aim of improving patient care. Researchers can access support with completing grant applications, finding appropriate funding streams, with editing or proof-reading grants and developing strong grant proposals.

Clinical Audit and Governance

The Trust is committed to providing patient care of the highest quality. Job plans are constructed to allow practical sessional commitment for medical audit, clinical governance and continuing medical education. The post holder will be required to participate in clinical audit activities including clinical audit meetings.

The post holder will have an objective team approach to and participation in the specialties efforts to monitor and improve standards and critical incident whilst actively supporting evidence-based guideline implementation.

Demonstrate a firm involvement in Clinical Governance, Risk Management and Clinical Audit – this will include the development and maintenance of appropriate systems and practices to ensure continued safe clinical practice.

Teaching

The post holder will be required to participate fully in the education and training of medical students, trainee doctors, paramedical, nursing and other appropriate staff. Providing honest and constructive feedback in a supportive learning environment, teaching by example and encourage trainees to be curious. Formal training in teaching and providing feedback will be advantageous.

The post holder will be expected to support the educational development of trainees in the department, which includes DCT and STr in OMFS, including though being an assigned educational supervisor.

Education and Training within the Trust

The Medical Education Team is responsible for ensuring the delivery of the undergraduate and postgraduate training programmes and they are supported by an administrative team based on site in the Clinical Sciences Building (CSB).

The Trust supports a network of specialty Chairs and research fellows as well as a team of Clinical Teaching fellows responsible for providing educational leadership. Each specialty has identified an Educational lead for both postgraduate and undergraduate teaching and these individuals oversee the work of the Educational supervisors. The activities of these staff are coordinated through a management system which reports through the Medical Director to the Board.

The Trust has invested in first class teaching facilities including the CSB and 45 near ward teaching/seminar rooms. Other facilities include a clinical skills teaching wing and suite (with a Simulator centre), an anatomy and surgical teaching facility, teaching links from the theatres and endoscopy suite to the CSB and a first class Library. Additional teaching facilities are available at Rugby St Cross.

Mentorship

UHCW has an active Trust Mentoring Scheme, which is designed to support Consultants and Associate Specialists to:

- Understand the culture and structure of the Organisation.
- Improve self-confidence.
- Increase skills and knowledge by working closely with experienced senior colleagues.
- Be a supportive environment in the form of self-reflection and feedback.

With additional support of the Clinical Lead, the scheme allows you to choose a mentor from a number of existing consultants across the specialities. Their experience and knowledge will support, guide and nurture you in your new role with the organisation.

Indicative Job Plan

Session	PA's
Theatre	2.5
Outpatient Clinic	3.5
Travel	0.5
SPA	1.5
Admin	1
On Call	1
Total	10

	AM	PM
Monday		
Tuesday	Clinic SWH	SPA
Wednesday	Admin / SPA UHCW	Clinic UHCW
Thursday	Theatre SWH 1:2 Theatre UHCW 1:2	Clinic SWH
Friday	Theatre UHCW 1:2 Admin 1:2	Theatre UHCW 1:2 Clinic UHCW 1:2

Consultant appointments are made to the University Hospital Coventry & Warwickshire NHS Trust; as services are developed and changed, the base of posts may alter and any employee of the Trust will be expected, within an agreed clinical strategy, to move his/her sessions as the service requires. In particular, your attention is drawn to the fact that the post advertised may include routine evening and weekend working as part of the working arrangements for the new hospital the details of which are currently under discussion. The specific scheduling of such activities would be subject to mutual agreement and may be agreed at a later date in the future.

Person Specification

Job Title: Consultant Oral & Maxillofacial Surgeon

Supporting Evidence

In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

Factors	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Full GMC registration with licence to practice. • Dental degree (BDS or equivalent). • FRCS (OMFS). • On specialist list for OMFS held by the GMC, or within 6 months of completion of specialist training. 	<ul style="list-style-type: none"> • Higher qualification (PhD/MD/Masters).
Knowledge & Experience	<ul style="list-style-type: none"> • Clinical training and experience equivalent to that required for gaining UK CCT in OMFS. • Ability to offer expert clinical opinion on a range of both emergency and elective Oral & Maxillofacial Surgery. • Competent in basic information technology. • Ability to organise and manage out-patient priorities, waiting times/lists. 	<ul style="list-style-type: none"> • Subspecialty fellowship training. • Experience of service development.
Teaching & Education	<ul style="list-style-type: none"> • Commitment to continuing medical education. • Ability to design and deliver teaching activities effectively. • Ability to supervise, appraise, coach and mentor trainee and other doctors. • Experienced in demonstrating clinical procedures and techniques to other healthcare professionals. • Ability to organise and participate in and evidence of teaching and training undergraduate and postgraduate students. 	<ul style="list-style-type: none"> • Educational qualification.
Audit/ Governance/ Research	<ul style="list-style-type: none"> • Experience of delivery of Audit cycles. • Understanding of the clinical governance process. • Ability to demonstrate recent evidence of relevant and continued research. • Participated in completed clinical research projects. 	<ul style="list-style-type: none"> • Experience of audit management. • Higher degree by research (e.g., MSc/Mphil/MD/PhD).

	<ul style="list-style-type: none"> Published research in peer-reviewed journals. 	
Personal Qualities	<ul style="list-style-type: none"> Caring attitude to patients. Enquiring, critical approach to work. Excellent inter-personal qualities. Excellent communication skills (written, public speaking and presentational). Ability to work collaboratively with the Management and Executive teams. Ability to work effectively in a large multi-disciplinary team. Willingness to undertake additional professional responsibilities at local, regional or national levels. 	<ul style="list-style-type: none"> Ability to enhance the reputation of the Oral & Maxillofacial department at national and international level.
Communication Skills & Abilities	<ul style="list-style-type: none"> Caring attitude to patients. Enquiring, critical approach to work. Excellent inter-personal qualities. Credible and persuasive presence both amongst clinical and management colleagues. Ability to communicate effectively (written, public speaking and presentational). Ability to achieve objectives. 	
Continued Professional/ Personal Development	<ul style="list-style-type: none"> Understanding of the importance of CPD and evidence of engagement with this process in previous posts. 	
Commitment to Trust Values and Behaviours	<ul style="list-style-type: none"> Must be able to demonstrate behaviours consistent with the Trust's values. (As detailed in UHCW's Values in Action document below). Applicants applying for job roles with managerial responsibility will be required to demonstrate evidence of promoting equal opportunities through work experience. 	

Contractual Responsibilities

- **Confidentiality:** The post holder must maintain confidentiality, security and integrity of information relating to patients, staff and other Health Services business.
- **Health and Safety:** All staff must be familiar with the Trust Health and Safety Policy, including a thorough understanding of personal responsibilities for maintaining own health and safety and others.
- **Risk Management:** All staff need a basic working knowledge of risk management to enable them to participate in identification and control of all business risks they encounter in their area of work.
- **Equality and Diversity:** Everyone has the opportunity to be treated with dignity and respect at work and has a clear responsibility to comply with the detail and the spirit of the Dignity at Work Policy.
- **Infection Control and Prevention:** The Trust is committed to minimising risks of healthcare associated infection to patients, visitors and staff. All employees are required to be familiar with and comply with Infection Prevention and Control policies relevant to their area of work.
- **Safeguarding Vulnerable Adults and Children:** The Trust is committed to ensuring the safeguarding of vulnerable adults and children in our care. All employees are required to be familiar with their responsibilities in this area and to raise any concerns as appropriate.
- **Conflict of Interest:** The Trust is responsible for ensuring that the service provided for patients in its care meets the highest possible standard. Equally, the Trust is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's Standing Financial Instructions require any officer to declare any interest, direct or indirect, with contract involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.
- **Working Time Regulations:** The Working Time Regulations 1998 require that you should not work more than an average of 48 hours in each working week. For example, in a 26 week period you should work no more than 1,248 hours. Employees may choose to opt out by providing written notification as appropriate.

The above duties and responsibilities are intended to represent current priorities and are not meant to be an exhaustive list. The post holder may from time to time be asked to undertake other reasonable duties and responsibilities. Any changes will be made in discussion with the post holder according to service needs.

Our values in action

We live our values in action in our work with patients, visitors, and colleagues.

- ✓ Being polite and introducing ourselves to everyone we meet.
- ✓ Treating everybody as individuals and respecting their needs.
- ✓ Being approachable, caring and helpful at all times.
- ✓ Communicating with patients, visitors and colleagues, respecting confidentiality and privacy.
- ✓ Taking the time to actively listen and understand individual needs.
- ✓ Being open and honest.
- ✓ Acknowledging that we don't always get it right.
- ✓ Speaking out when we see things aren't right and supporting others to do the same.
- ✓ Giving praise and saying thank you for a job well done.
- ✓ Celebrating and recognising personal, team and organisational achievements.
- ✓ Using the skills, experience and diversity of staff to better deliver our objectives and services.
- ✓ Actively working with patients and visitors to improve services.
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW.
- ✓ Taking personal responsibility for our own learning.
- ✓ Keeping up-to-date with mandatory and professional development
- ✓ Developing ourselves and others, independent of our job role or profession
- ✓ Taking personal responsibility to make improvements by suggesting new ways of doing things
- ✓ Taking opportunities to learn with and from others
- ✓ Embracing change and supporting others through it
- ✓ Putting in place ways to receive feedback and acting to change things
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW
- ✓ Working across boundaries to improve the experience of patients, visitors and colleagues

