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## **JOB DESCRIPTION**

<b>Job Title:</b>	Specialist Ophthalmologist with special interest in Glaucoma
<b>Department:</b>	Ophthalmology
<b>Division:</b>	Planned Care Services
<b>Reports to:</b>	Clinical Lead in Ophthalmology
<b>Programmed Activities:</b>	Full time (10 PAs)

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### **Kingston Hospital and Surrounding Area**

Kingston Hospital provides a full range of diagnostic and treatment services. The hospital supports some 320,000 people in the surrounding area including the boroughs of Kingston, Richmond, Roehampton, Putney and East Elmbridge. Kingston Hospital is one of the largest employers in the region and employs over 3,700 staff across the widest range of careers. We are proud of our achievements and reputation as the largest single site District General Hospital in London.

Following an inspection of key services and the Trust's leadership in spring 2018, the Care Quality Commission gave Kingston Hospital an 'Outstanding' rating for Overall Quality, Caring and Well-led and 'Good' rating for Safety, 'Effectiveness' and 'Responsiveness'. Kingston Hospital was named the Staff Retention and Wellbeing Employer of the Year at the Our Health Heroes Awards 2018 for outstanding commitment to staff welfare. Kingston Hospital's Maternity Unit also won the award for Improving Outcomes through Learning and Development at the 2018 HSJ Awards for introducing new Physiological CTG and Human Factors Training to improve foetal monitoring.

Each year, over one million people visit Kingston Hospital for treatment or as a visitor. Out of the top six London Trusts, Kingston is the only District General Hospital; the others are teaching hospitals and overall, the hospital lies 15th nationally. The Hospital is based about 12 miles from the centre of London with good transport links into the capital and in a beautiful and historic part of the country. It lies very close to Richmond Park and is close to Hampton Court Palace and Kew Gardens, and the River Thames. Further information may be found on the hospital website at [www.kingstonhospital.nhs.uk](http://www.kingstonhospital.nhs.uk).

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### **Trust Culture and Values**

The Trust has defined its culture as one that is patient centred which puts safety first and where all staff take responsibility, are valued and value each other. To support this our five values are that we are all:

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Caring – we design and deliver care around each individual patient's needs and wants

Safe – we make the safety of patients and staff our prime concern (safety comes first)

Responsible – all staff take responsibility for the hospital, its services and reputation.

Value each other – we all value each other's contribution

Inspiring – we always strive to empower each other to develop and deliver improvements to benefit our patients.

Our training, policies, procedures, and practices are all intended to support behaviours in line with our values and all staff are expected to uphold these by 'Living Our Values Everyday'.

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### **Hospital Management Structure**

Kingston Hospital NHS Foundation Trust is managed by a Trust Board, made up of the Chairman, the Chief Executive, full-time Executive Directors and part-time Non-Executive Directors.

Acting Chairman	Phil Hall
Chief Executive	Jo Farrar
Chief Medical Officer	Dr Bill Oldfield

The Trust has two Clinical Divisions, Planned Care and Unplanned Care. Each is led by a Consultant Head of Medicine and an Associate Director

Unplanned Care	Dr Louise Hogg
Planned care	Mr Sarbjinder Sandhu

Departments form service-lines aligned into Care Clusters, each of which has a Consultant Clinical Director and General Manager.

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### **Care Cluster 4**

The Care Cluster includes the following service-lines:

- Cancer Services
- Clinical Haematology and Anticoagulation
- Dermatology & Plastic Surgery
- Ophthalmology
- Oral & ENT

Clinical Director	Mr Allan Jones
General Manager	Mrs Justine Sweet

## **Our Care Cluster Purpose and Vision**

Our purpose is to provide high quality healthcare services to children, young people and adults in the geographical areas covered by our contracts. Our overarching vision is to achieve the best possible outcomes for all, by demonstrating the Trust's shared values in all we do. These are to be caring, safe, responsible and to value each other. Customer Service is central to this. Promoting a positive, helpful and friendly environment before, during and after visits, helps us to develop good relationships with our patients and their families. This leads to loyal patients who are supportive of our services.

## **Our Objectives**

- To offer a friendly and professional service
- To deliver services in a timely way, and in partnership with others
- To operate within the context of safety, quality and compassionate care
- To be innovative and continually work to improve our services and outcomes
- To be efficient, productive and cost effective

## **Our Aim**

To achieve a high level of service-user satisfaction by taking a personal approach to providing care that is delivered by trained and competent staff who are motivated to provide the best possible evidence-based care.

To ensure that all equipment, medication and technology used with the service are of a high quality and maintained, cleaned and stored appropriately.

To be an active partner in delivering integrated care through joint working with other services and agencies.

To proactively seek and use feedback from service-users on their experiences, in order to improve the care we provide.

## **Department Structure**

Our well established, high performing Ophthalmology service based at Kingston Hospital is part of Kingston Hospital NHS Foundation Trust (KHT) provides assessment and management as part of a regional system of care focused on improving population health locally and regionally.

The thriving Ophthalmology department runs busy outpatient clinics, an eye casualty service and day surgery lists provided by a dedicated multidisciplinary team of medical clinicians, in conjunction with a full range of allied health care professionals and specialist nurses.

The department is an active participant of the formal regional clinical governance and research network and is housed in the dedicated Royal Eye Unit at Kingston Hospital.

The consultant team consists of the following surgeons who have developed subspecialty interests as detailed below:

### **Consultants**

Mr Alastair Porteous	Consultant Ophthalmologist – Glaucoma Clinical Lead for Ophthalmology
Ms S Ahmad-Lari	Consultant Ophthalmologist – Retinal (lead for DESP)
Ms Emily Cabourne	Consultant Ophthalmologist - Paediatric
Mr A Dabbagh	Consultant Ophthalmologist – Paediatric & Adult Motility
Ms A Ding-Wu	Consultant Ophthalmologist - Retinal
Mr M Elgohary	Consultant Ophthalmologist – Retinal (Lead for VR)
Mr WS Lim	Consultant Ophthalmologist - Retinal
Mr C Moraitis	Consultant Ophthalmologist – Neuro-ophthalmology and paediatric (Lead for Neuro)
Mr W Muen	Consultant Ophthalmologist – Paediatric and corneal
Mr M Parnell	Consultant Ophthalmologist – Glaucoma (Lead for Glaucoma)
Mr M Patel	Consultant Ophthalmologist - Glaucoma
Mr V Shanmuganathan	Consultant Ophthalmologist – Eye Casualty and Cornea (Lead)
Mr Hooman Sherafat	Consultant Ophthalmologist – Oculoplastics (Lead)
Ms V Sivagnanavel	Consultant Ophthalmologist – Retinal (Lead for AMD)
Ms C Vazquez-Alfageme	Consultant Ophthalmologist – Retinal (Lead for RVO)
Ms O Vonica	Consultant Ophthalmologist – Oculoplastic and Eye Casualty

A range of intermediate grade staff and speciality training registers support service delivery.

### **Workload**

The department is a busy, thriving unit which is continually evolving embracing multidisciplinary team working. There is a determined commitment to clinical excellence in surgery and research.

There is no inpatient workload for this position. Outpatient workload includes outpatient face to face clinics that are a combination of both new and follow-up patients booked at no more than ten patients per clinical session.

There is no weekend or evening working included in this position.

There is no on call commitment for this position.

### **Allied Health Care Professional and Nursing Staff**

The unit is fully staffed with a dedicated team of specialist nurses lead by the Matron. Development of specialist skills and extended scope of practice is encouraged.

### **The Royal Eye Unit**

A purpose-built unit supports outpatient consultation and treatment, an eye casualty and houses a dedicated eye theatre for day case procedures with the support of a highly specialist dedicated nursing and Orthoptist & Optometry team.

### **Information Technology**

Kingston Hospital NHS Trust has implemented the London Programme for information Technology, preferred Care Record Solution (CRS) application Release 1.0 (LC1) version of Cerner Millennium. This solution is interfaced to the pathology LIMS allowing clinicians to directly order diagnostic services (Order Comms) and to directly receive results to personal mailboxes and to interrogate the application to review results.

CliniSys Solutions Ltd Winpath Windows Version 5.34 is the current pathology Laboratory Information & Management System (LIMS) and PACS is the current Radiology reporting system.

A dedicated Ophthalmology EPR system (OpenEyes) is used throughout the department.

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### **The Post**

This is a full-time clinical post based at The Royal Eye Unit, Kingston Hospital, to provide elective and emergency care for ophthalmology patients as part of a multidisciplinary team.

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### **KEY RESPONSIBILITIES/OUTCOMES:**

- The post holder will be expected to provide a first-class service in ophthalmology.
- The post holder will be expected to carry out teaching and accreditation duties as required and to contribute to post-graduate activities within the hospital.
- The post holder will be expected to carry out audit and clinical governance activities as required by the Trust and by the Royal College of Ophthalmologists.
- Some SPA sessions will be compulsorily onsite so as to maintain safe levels of clinical cover.
- The post holder can consider accepting responsibilities and roles (such as Educational supervisor, Clinical Governance lead, DTC lead, Audit lead etc.), which will be divided and shared between consultants and other specialist doctors and recognised in their job plan.

- The job will offer a theatre session and the successful candidate must be proficient in cataract surgery.
- Future discussions regarding agreeing and modifying job plans in line with changes in models of service delivery are inevitable with all posts.
- The post holder will provide a general ophthalmological service and offer subspecialty skills.
- The main role of the successful candidate is to partake in co-delivering the glaucoma service with three other glaucoma consultants and a clinical fellow already in post as well as provide cataract pre-assessment, cataract surgery and contribute to the eye emergency service.
- A contribution to the active management and educational supervision within the Department is expected.
- The Unit offers an acute referral clinic (ARC) which sees close to 14000 ophthalmic emergencies a year. The successful post holder will be expected to provide one session per week and be able to provide clinical support for the junior doctors and allied healthcare professionals working alongside during that session.
- The Royal Eye Unit has a weekly rota (Consultant of the week or C/W) whereby all emergency patients are under a nominated consultant and who can be contacted for support.

### **Clinical duties**

The successful candidate will be encouraged to take an active part in discussions regarding the timetable of 10 PAs.

#### **1. Job content**

Day	Time	Location	Work	Categorisation	PAs
Monday	AM	Royal Eye Unit	Cataract pre-assessment clinic (PAC)	DCC	1
	PM	Royal Eye Unit	Departmental education session	SPA	0.25
	PM	Corridor G / Royal Eye Unit	Sub-specialty Glaucoma clinic	DCC	1
Tuesday	AM	Corridor G / Royal Eye Unit	Virtual glaucoma reviews 1:2	DCC	0.375
	PM	Corridor G / Royal Eye Unit	Sub-specialty Glaucoma clinic	DCC	1
Wednesday	AM	Royal Eye Unit	Admin	DCC	1
	PM	Royal Eye Unit	Acute Referral	DCC	1

			Clinic (Eye Casualty)		
Thursday	AM	Royal Eye Unit	Theatre List	DCC	1.125
	PM	Corridor G / Royal Eye Unit	Sub-specialty Glaucoma clinic	DCC	1
Friday	AM				
	PM	Corridor G / Royal Eye Unit	Sub-specialty Glaucoma clinic	DCC	1
Saturday	AM				
	PM				
Sunday	AM				
	PM				
Additional agreed activity to be worked flexibly			Core SPA	SPA	1
			Cataract service development	SPA	0.25
Predictable emergency on-call work					
Unpredictable emergency on-call work					

Programmed Activity	Number
Direct Clinical Care	8.5
Supporting Professional Activities	1.5
Other NHS Responsibilities	
External Duties	
<b>TOTAL PROGRAMMED ACTIVITIES</b>	<b>10</b>

### **Specialist Grade Ophthalmologist's Job Plan**

Job planning will be based on a partnership approach. The clinical manager will prepare a draft job plan, which will then be discussed and agreed with the post holder. Job plans will list all the NHS duties of the Specialist Ophthalmologist, the number of programmed activities for which the post holder is contracted and paid, the post holder's objectives and agreed supporting resources. The duties and responsibilities set out in a Job Plan will include, as appropriate:

- Direct Clinical Care duties
- Supporting Professional Activities
- Additional NHS responsibilities

- External duties

Mentorship support will be provided in the form of both formal trust induction and an internal Ophthalmology-specific departmental induction with a transition period of reduced clinical activity under the supervision of the relevant sub-specialty lead.

### **Educational Facilities**

The Postgraduate Medical Centre has been recently refurbished and there is an excellent multidisciplinary library. There is an active Postgraduate programme for junior staff co-ordinated by the Clinical and College Tutors with regular meetings, seminars, x-ray sessions and numerous tutorials. Medical students are attached to the medical teams from Imperial College, St George's Hospital Medical School and the American University of the Caribbean.

### **Professional & Study Leave**

Professional and study leave allowance will be that applying to Hospital Medical and Dental Staff.

### **Annual leave**

Annual leave allowance will be that applying to Hospital Medical and Dental Staff.

### **Continuing Medical Education**

The appointee will be required to meet, as a minimum, the requirements of his/her Royal College in respect of continuing medical education and continuing professional development (CPD) and demonstrate commitment to revalidation. Collaborative research with other clinical colleagues together with a commitment to audit as part of the core SPA is encouraged by the Trust

### **Protecting Patients Guiding Doctors**

The Trust supports fully the General Medical Council's performance procedures designed to protect patients and guide doctors. In the context of a doctor's fitness to practice, the Trust requires all doctors to follow the GMC's principles of Good Medical Practice, which encourages and promotes effective self-regulation.

### **Secretarial / Administrative Support**

The post holder will have access to secretarial/patient pathway coordinator support and a shared office at Kingston Hospital, including information technology (IT) facilities.

### **Confidentiality and Disclosure of Information**

In the course of your normal work with the Trust you will come into possession of confidential information concerning patients, the Trust and its staff. This information should always be treated accordingly with inappropriate disclosure being subject to the Trust's disciplinary



procedure. Staff however, may on occasion have genuine concerns about healthcare matters and consequently the Trust endorses the principle that these may be raised in a responsible and appropriate manner. Consequently the implications arising from the applicability of the disciplinary procedure would not apply.

### **Data Quality/Security**

The postholder is responsible for ensuring that he/she maintains the integrity and quality of both computerised and manual data.

### **Acceptance of Gifts and Hospitality**

The conduct of staff in the public service should be scrupulously impartial and honest and in this context offers of gifts or hospitality should be discussed with your manager, prior to acceptance.

### **Health and Safety**

All staff are advised that, under the Health and Safety at Work etc Act 1974, it is the duty of every employee to take reasonable care for the health and safety of him/herself and of other persons who may be affected by his/her activities at work, and also to co-operate fully with the Trust and others in connection with arrangements to meet their statutory duties and responsibilities under the Act, including undertaking Health and Safety training.

### **Risk (managerial and supervisory staff only)**

Managers are responsible for implementing and monitoring any identified and appropriate risk management control measures within their designated area and scope of responsibility. Full details are set out in the Risk Management Policy.

### **Personal Property**

The Trust is unable to accept responsibility for articles of personal property lost or damaged on its premises whether by burglary, fire, theft or otherwise and staff are advised to insure against all risks.

### **Equal Opportunities**

Equality of opportunity is an integral part of the Trust's recruitment and selection process and recruiting managers must ensure that they comply fully with the Trust's Equality & Diversity Policy. The Trust aims to ensure equality of opportunity for all irrespective of their age, colour, creed, ethnic or national origin, marital status, nationality, physical or mental disability, race, religious belief, sex or sexual orientation.

### **No Smoking**

The Trust operates a no-smoking policy; staff are therefore not permitted to smoke on the hospital site.

### **Security**

Staff must wear their identity badge at all times to assist in maintaining the security of the hospital; be observant, and not afraid to enquire of people as to their business in the hospital. Any suspicious behaviour must be reported to the Security Officer, manager, or the Support Services Dept.

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### **Main Conditions of Service**

This post is a Trust appointment and will mirror the new terms and conditions for SAS contract reform 2021. The post holder is expected to provide high quality general ophthalmology care with a specialty interest in glaucoma.

The post holder will provide one cataract surgery operating list per week and is expected to be proficient in cataract surgery.

Any offer of employment with the Trust will be subject to satisfactory pre-employment checks as defined in Health Service Circular 2002/008

- references
- qualification/registration verification
- occupational health clearance
- DBS clearance
- identity verification
- eligibility to work in the U.K

and in accordance with Department of Health guidelines relating to 'Health Clearance for Tuberculosis, Hepatitis B, Hepatitis C and HIV: New Healthcare Workers'.

### **Appraisal**

Appraisal is mandatory. A number of consultants in each department have received training in this process. One of these consultants will be identified as the successful candidate's appraiser. Training for appraisees will be provided. The appraisal process is in accordance with GMC guidelines using GMC documentation.

### **Medical Clearance**

Prior to employment we require a satisfactory report from our Occupational Health Department. To enable the Trust to comply with Department of Health Guidelines for "Protecting Health Care Workers and Patients from Hepatitis B", it will be necessary to provide evidence of Hepatitis B status to the Occupational Health Department, in order for

them to ensure that those involved in "exposure prone invasive procedures" fit the criteria within these guidelines and to enable them to offer continued protection to all medical staff.

### **Disclosure Baring System(DBS) (previously CRB)**

Before appointment to a post at Kingston Hospital, a enhanced DBS will be required for those applicants whose duties involve regular contact with children and vulnerable adults, and other positions of trust

### **Salary**

The salary scale will be that applying to Hospital Medical and Dental Staff.

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### **Informal Discussions**

Applicants are invited and encouraged to contact one of the following to discuss the job in more detail:

Mr Alastair Porteous  
Consultant Ophthalmologist  
Clinical Lead for Ophthalmology  
T: 020 8934 6404  
E: [alastair.porteous@nhs.net](mailto:alastair.porteous@nhs.net)

Mr Miles Parnell  
Consultant Ophthalmologist  
Glaucoma Lead  
T: 020 8934 6404  
E: [milesparnell@nhs.net](mailto:milesparnell@nhs.net)

## Person Specification for Specialist Grade Ophthalmologist

Criteria for selection	Essential Requirements	Desirable Requirements	Assessment Method
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>- Full GMC registration with licence to practice</li> </ul>	<ul style="list-style-type: none"> <li>- FRCOPhth or equivalent</li> <li>- Higher degree (MD, PhD or equivalent)</li> </ul>	Application form (in first instance) and Interview
<b>Clinical Experience</b>	<ul style="list-style-type: none"> <li>- Completed a minimum of twelve years medical work since obtaining a primary medical qualification</li> <li>- Completed a minimum of six years in Ophthalmology</li> <li>- Independent cataract surgeon</li> <li>- Sub-specialty experience in glaucoma</li> </ul>	<ul style="list-style-type: none"> <li>- Experience with glaucoma surgery</li> <li>- Completed fellowship in glaucoma</li> </ul>	Application form (in first instance) and Interview
<b>Experience in Training, Audit and Research</b>	<ul style="list-style-type: none"> <li>- Understanding the principles of clinical governance and its implications</li> <li>- Ability to work as an effective member of a multidisciplinary team</li> <li>- Understanding and experience of audit</li> </ul>	<ul style="list-style-type: none"> <li>- Completed train the trainers course</li> <li>- Other certificates of training</li> <li>- Evidence of teaching</li> </ul>	Application form (in first instance) and Interview
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>- Demonstrate leadership skills within a multidisciplinary team.</li> <li>- Ability to motivate staff, to facilitate appropriate changes in clinical practice and to work as part of a team.</li> <li>- Excellent written and verbal communication</li> </ul>		Application form (in first instance) and Interview

	<p>skills, enthusiasm and approachability.</p> <ul style="list-style-type: none"> <li>- Commitment to continuing professional development and clinical governance</li> <li>- Organisational skill &amp; experience</li> <li>- Team player</li> <li>- Flexible</li> </ul>		
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