

JOB DESCRIPTION & PERSON SPECIFICATION

Substantive Consultant Post in Acute Medicine

at

**MILTON KEYNES UNIVERSITY HOSPITAL
NHS FOUNDATION TRUST**

Pending Royal College Approval

April 2024

Dear Colleague

Thank you very much for expressing an interest to join our team here at Milton Keynes University Hospital.

Milton Keynes is a vibrant and self-confident town, growing at an unrivalled rate. The town offers much to its residents, with outstanding leisure facilities and easy reach of both the picturesque Buckinghamshire countryside and the many attractions of London.

Milton Keynes University Hospital shares this vibrancy and self-confidence with the town, with a young and dynamic consultant body which has expanded significantly over the last few years. Our Associate Specialists, Specialty Doctors and postgraduate trainees make an energetic and positive contribution to all aspects of the life of the hospital and its wider community.

The University of Buckingham has established the UK's first independent Medical School and we are the key NHS partner in this enterprise. The development of this fresh approach to undergraduate education leads to a period of change, excitement and professional opportunity on the campus. We now have over a hundred undergraduate medical students (from both Buckingham and Oxford) on site at various point in the year.

We hope that you will chose to develop your career here with us, and help us in our goal of providing high quality care to the population of Milton Keynes, achieving professional and personal fulfilment on the way.

I look forward to meeting you if you plan to visit the hospital and commitments allow.

Kind regards

Dr Ian Reckless
Medical Director

<u>Contents</u>	<u>Page No.</u>
Section 1: About Milton Keynes University Hospital and the City	4 - 6
Section 2: The Post	7 - 8
Section 3: Job Plan	9 - 11
Section 4: The Department	12 - 15
Section 5: Undergraduate and Postgraduate Facilities	16
Section 6: Terms and Conditions	17 - 19
Section 7: Person Specification	20 - 21

1. About Milton Keynes University Hospital and the City

Milton Keynes University Hospital (MKUH) NHS Foundation Trust is a medium sized district hospital that provides a full range of acute hospital services and an increasing number of specialist services to the growing population of Milton Keynes and the surrounding areas. With around 550 beds and employing more than 4,000 staff, the hospital sees and treats appropriately 400,000 patients each year comprising of both outpatient and emergency attendances.

We have a busy A&E department that manages all medical, surgical and child health emergencies seeing 87,000 patients a year. The Trauma Unit is a registered Level 2 Unit and the department deals with all emergencies. As our local population grows (current catchment is 300,000), we continue to develop our facilities. In addition to providing general acute services, Milton Keynes University Hospital increasingly provides more specialist services such as cancer care and complex cardiology.

All inpatient services and most outpatient services are provided on the main hospital site. The Trust is organised into four clinical divisions (medicine, surgery, women and children and core clinical) and a number of corporate directorates. The executive directors, and clinical service unit (CSU) leadership teams, are responsible for the day-to-day management and running of the hospital's services, with ultimate management accountability resting with the Chief Executive.

Over the last 10 years, the Trust has invested significantly in its site and has developed a number of new services and pathways to improve outcomes for patients, as well as the experience they receive whilst in our care. A number of further developments are planned for the coming years as the health demands of the local population change.

The Trust entered into a partnership with the University of Buckingham to establish the first independent Medical School in the country. The first cohort of University of Buckingham medical students began full-time clinical training with the Trust in 2017, and are now working across the NHS.

Some quick facts:

- The Trust employs 4,000 staff.
- We have 550 inpatient beds.
- 87,700 people attend our Accident and Emergency Department every year
- We treat approximately 24,500 elective patients, 350,000 outpatients, and deliver approximately 4,000 babies every year.

Foundation Trust Status

We have been an NHS Foundation Trust since 2007. This means that patients, the public and staff have a greater say in the future of the hospital, and in planning and developing services.

Our origins

Development of the new town of Milton Keynes started at the end of the 1960s, but by the middle of the 1970s there was still no local hospital. A campaign under the banner 'Milton Keynes is Dying for a Hospital' was started. This resulted in the commitment to build a hospital and Milton Keynes Hospital was officially opened in 1984.

Since then, the estate of the hospital and the services we offer have dramatically increased meaning that, in many cases, where local people had once had to travel to receive specialist treatments they are now able to receive them closer to home.

Location

The hospital is situated in a very rapidly growing city in the beautiful Buckinghamshire countryside.

The city lies midway between Northampton and Aylesbury and is traversed by the M1. It is on the West Coast Mainline (fast train to Euston currently 30 minutes).

Milton Keynes was designed from a visionary blueprint, at a time when Britain was rebuilding its communities devastated by the Second World War. Faced with the county's population forecasted to grow considerably, architects and designers were tasked to design an easily accessible town that could allow organic expansion. The result is a unique network of roads built on a grid system, configured by dual-carriageways, many roundabouts, underpasses and bridges.

Culturally, Milton Keynes is a vibrant and diverse city bringing together theatre, museums, art galleries, and yes the iconic, if infamous cow sculptures, created by the Canadian artist Liz Leyh. Nearby, is Bletchley Park and the beautiful grounds of Stowe House. The town has plenty of amenities to keep you busy, with two huge shopping centres, many restaurants, bars and leisure centres, plus Xscape, an indoor ski range right within the city centre.

Due to the design of the city, it also boasts 300km (186 miles) of cycle paths set amongst three ancient woodlands and housing estates that shelter from the road network. The Grand Union Canal passes through the town, providing the space to walk, cycle, run or relax. MK has been Britain's fastest growing city in terms of jobs and number of businesses over the past decade.

Board of directors

Made up of executive and non-executive members, the Board of Directors has collective responsibility for the performance of the Trust and exercises power on behalf of the Trust.

The Board of Directors is accountable for setting the strategic direction of the Trust, monitoring performance against objectives, ensuring high standards of corporate governance and helping to promote links between the Trust and the local community.

The roles and responsibilities of the Board of Directors can be found <https://www.mkuh.nhs.uk/about-us/our-structure/board-of-directors>.

The MK Way

The MK Way is our refreshed vision, values, strategy and objectives and has been developed in collaboration with our staff. Our values outline what we believe is important in how we work and provide the framework in which we operate.

All staff members have a huge part to play in contributing to our goal of providing exceptional patient care. Through creating our new strategy, values and objectives, each and every staff member will understand how they can support the organisation in delivering our vision.

Vision

Our vision for Milton Keynes University Hospital NHS Foundation Trust is to be an outstanding acute hospital and part of a health and care system working well together.



We care: We deliver safe, effective and high quality care for every patient. We treat everyone who uses our services, and their families, friends and carers, with dignity, respect and compassion; and we treat each other as we would wish to be treated ourselves.

We communicate: We say #hellomynameis; we keep patients informed, involved and engaged in their treatment and care; and each other informed about what's happening in our hospital. We know we can speak up to make sure our hospital is safe and our patients are well cared for.

We collaborate: We are #TeamMKUH. We work together and with GPs, primary care, community care, social care and mental health providers and other hospitals to deliver great care and services for people in Milton Keynes, Buckinghamshire and beyond.

We contribute: We develop goals and objectives in support of the hospital's vision and strategy. We are willing to join in and play our part to make our hospital the best it can be. We acknowledge and share good practice so that others can learn what works well and why, and we learn from others so that we keep improving the care and services we provide.

Objectives



2. The Post

Job Profile

We are seeking to appoint a dynamic acute physician or speciality physician with an interest in acute medicine to join our team of ten whole time or part time acute physicians (additional posts may be available by the time of interview). Candidate's dual trained in General Internal Medicine and speciality medicine would be welcome to apply and speciality sessions would be considered and accommodated where possible.

This appointment will strengthen our acute medical department in its aim to provide timely consultant review to the unselected medical take. There is also an excellent teaching programme delivered to University of Buckingham undergraduate medical students. Teaching is central to all of the acute medical consultant's job plans.

We believe acute medicine to be hard but rewarding work that requires a balanced job plan allowing time for reflection, away from direct clinical care. This is essential for sustainability and to ensure we have the best diagnostic physicians working at the front door to ensure high quality patient care, junior doctor supervision and efficient service delivery.

Job Outline

The successful candidates would rotate through the following core shift patterns bringing welcome variety to the job:

- **Acute Take and floor physician** (08:00 – 17:00 Monday to Friday) In the morning, takes responsibility for ensuring any medical patients within the ED receive a medical review after the night teams shift. Then is responsible to ensure every newly admitted medical patient receives a post take ward round and senior decision making in a timely fashion until 17:00. At 17:00 hands over to the on-call physician.
- **MAU Ward cover** (08:00 – 13:00 Monday to Friday) Works to ensure that 27 bedded acute ward patients are seen on a daily basis and have a robust management plan.
- **Same Day Emergency Care** (09:00-19:00). Providing an alternative to admission this consultant delivered service supported by junior doctors and nurses aims to provide access to inpatient facilities (IV treatments and diagnostics etc) but manages patients on a daily basis as an outpatient.
- **1:7 Ward Weekend service** (Saturday and Sunday 09:00-13:00) weekend round. As above for MAU Ward 2a cover.
- **1:7 Same Day Emergency Care** (13:00-17:00 weekend rota). Providing an alternative to admission this consultant delivered service supported by junior doctors and nurses aims to provide access to inpatient facilities (IV treatments and diagnostics etc) but manages patients on a daily basis as an outpatient.
- **General Medical on call:** Evenings 1:15 17:00-21:00 covering SDEC or Medical take, Non resident overnight. Weekend 1:27, 08:00 – 21:00 resident covering general medical admissions and on call for home after these hours.

Further Information

Candidates wishing to discuss more details of the post, please contact:

Dr Hasan Raza, Consultant Acute Physician and CSL Lead
Hasan.Raza@mkuh.nhs.uk 01908 997100

Dr Chris Lindesay, Consultant Acute Physician and Divisional Director.
Chris.Lindesay@mkuh.nhs.uk 01908 997054

Miss Lisa Bergin, Operational Lead, Acute and Elderly Care Medicine CSU
Lisa.Bergin@mkuh.nhs.uk 07917 173321

Dr. Ian Reckless, Medical Director

Application Information

Applicants who are unable, for personal reasons, to work full time will be eligible to be considered for the post. Job share applicants are also welcomed. If appointed, modification of the job content will be discussed on a personal basis in consultation with consultant colleagues.

This job description reflects the present requirements and objectives of the post; it does not form part of your contract of employment. As the duties of the post change and develop, the job description will be reviewed and will be subject to amendment, in consultation with the post holder.

Potential applicants who are visiting the Trust are welcome to approach the Executive team through the relevant lead Executive in order to meet on the day if this can be arranged. Shortlisted applicants for consultant posts are encouraged to meet with the Chief Executive and /or Medical Director.

Successful applicants will have both undergraduate and postgraduate teaching as part of their job plans.

We are moving towards a seven-day working pattern and welcome applications from people of all ages including people over 65.

Applications are to be submitted in the form of an online application through the NHS Jobs Website

Interview Date: 9th July 2024

3. Job Plan

Team Job Plan

This schedule outlines the Direct Clinical Care component (DCC) of the job plan. In addition the candidate will be on the General medial on call rota (evenings 1:15, weekend days 1:27) and MAU/ SDEC weekend rota (1:7). SPA activity and clinical admin can be delivered flexibly around the clinical shifts. SPA activity is outlined in the accompanying table and is delivered over the 7 week cycle rather than per week. It would be expected the successful candidate would organise their own timetable with regard to fitting this activity into the job plan. There would be flexibility to swap shifts to prevent longer periods of work inadvertently caused by the on call rotas.

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	MAU Ward cover 08:00 – 13:00	MAU Ward cover 08:00 – 13:00	MAU Ward cover 08:00 – 13:00	MAU Ward cover 08:00 – 13:00	MAU Ward cover 08:00 – 13:00
Week 2	MAU Ward cover 08:00 – 13:00	MAU Ward cover 08:00 – 13:00	MAU Ward cover 08:00 – 13:00	MAU Ward cover 08:00 – 13:00	MAU Ward cover 08:00 – 13:00
Week 3	SDEC 09:00 – 19:00	SDEC 09:00 – 19:00	SDEC 09:00 – 19:00		
Week 4				SDEC 09:00 – 19:00	SDEC 09:00 – 19:00
Week 5	Acute Take and floor physician 08:00 – 17:00	Acute Take and floor physician 08:00 – 17:00	Acute Take and floor physician 08:00 – 17:00	Acute Take and floor physician 08:00 – 17:00	Acute Take and floor physician 08:00 – 17:00
Week 6	No Clinical Activity				
Week 7	No Clinical Activity				

The successful candidate would not work though these weeks sequentially. Rather based on leave requirements the rota would aim to accommodate consultants shifts based on weekly availability. The shifts are part of an annualised job plan.

The SPA component is made up of core activities (1PA) (appraisal, revalidation, CME, routine departmental meetings etc.) and non-core activities (up to 1.5PAs). Non-core activities are discussed and agreed within the Trust (via an agreed tariff and, on occasion, through a personal agreement). Non-core SPA may reflect activities such as educational supervision, research, leadership and quality improvement. Following appointment, non-core SPA may be used to participate in our consultant development programme, or in acquiring or consolidating specific skills and expertise. Non-core SPA is only available if specific activities and objectives are mutually agreed in job planning.

There is a degree of flexibility within the job plan and this example is for illustrative purposes only. Where individuals have a speciality interest this can be considered and job planed if mutually beneficial.

Weekly PA Breakdown:

Out of hours work including MAU ward / SDEC weekends and general medical on call (DCC)	1.5
MAU ward cover	1.77
SDEC	1.99
Acute take & Floor Physician	2.21
Core SPA	1
Non core SPA	1.5
Total	9.97 PAs

It is assumed the successful candidate will be available for work 42 out of 52 weeks per year taking into account study and annual leave. Prospective cover is calculated to ensure a fair job plan of 52 weeks of shifts can be done in 42 weeks inside a 10 PA job plan although there will be the opportunity to work extra sessions by mutual agreement.

Through its inclusive and comprehensive job planning process, the trust commits to providing equitable working conditions to medical colleagues across specialties and their sub-specialties. Delivery of job plans, whilst owned by consultants and their Clinical Service Unit Leads, is overseen by the Divisional Director and subject to peer challenge at divisional level, thus enabling a further layer objectivity to our commitment in this regard.

Review of Job Plan

The job plan is subject to review once a year and is signed off between the post holder, the CSU Lead and an Executive Director of the Trust. Participation in annual appraisals is a contractual requirement. The Trust has procedures for resolving disagreements concerning job plan, either following appointment or at annual review.

Teaching

There are a number of specific roles within the hospital relating to our joint endeavours with the University of Buckingham Medical School. These roles involve teaching and the wider management of the undergraduate training programme. These activities are recognised explicitly in job plans. Day-to-day teaching on the wards and in clinic is accounted for within direct clinical care (DCC) time.

The Appointee

Facilities for appointee

The appointee will have access to an office, and secretarial support will be available. Consultant offices are equipped with a Personal Computer with suitable peripherals and connectivity. The library has access to current books and journals.

Annual appraisal

All doctors must have an annual appraisal and review of the job plan part of which will include completion of Mandatory Training. Trust appraisers are appointed by the Medical Director for appraisal and revalidation. Key issues arising from the appraisal process are relayed to the CSU Lead and Medical Director.

Continuous Personal Development

The Trust is fully committed to CPD. There are internal meetings (with certificates issued) plus a study leave allowance of 30 days over 3 years with funding available. As part of the job plan there is a core SPA (1PA) for supporting professional activities and CPD.

Personal development and training

The Trust actively encourages development within the workforce and employees are required to comply with trust mandatory training.

The Trust aims to support high quality training to NHS staff through various services. The Trust is committed to offering learning and development opportunities to all full-time & part-time employees.

Mentoring

There is a mentoring and leadership programme which is led by Director of Workforce. There is mentoring specifically aimed at new consultants, supported by NHS Elect and mentoring arrangements can be entered into following agreement with the CSU Lead, Divisional Director and/or Medical Director. This would be following a training needs analysis that is formulated in with the appraisal of the individual.

General Responsibilities

All Medical and Dental Staff employed by the Trust are expected to comply with hospital health and safety policies, clinical governance and other risk management policies. The Chief Executive of the Trust or the CSU Lead / Divisional Director may from time to time delegate managerial responsibilities by agreement with the post holder.

Trust Management Structure

Full details of the Trust's current management structure can be viewed online. In summary, there are four clinical divisions each made up of constituent clinical service delivery units (CSUs). Each Division and CSU is led by a triumvirate of Divisional or Clinical Director (typically a doctor), general manager and lead nurse (or allied health professional). Medical staff are encouraged to take an active role in leadership and management, developing our clinical pathways over time and offering both high quality and value for money.

4.The Department

The Directorate of General Medicine provides all aspects of acute inpatient and outpatient general medical treatment with backup facilities provided through close links with the regional centre in Oxford.

Consultants	Interests
Dr Harry Boardman	Cardiology
Prof Attila Kardos	Cardiology
Dr Sudipta Chattopadhyay	Cardiology (Joint post between Bedford & Milton Keynes)
Dr Cliona Kenny	Cardiology
Dr Awais Bokhari	Cardiology (Locum)
Dr Lazlo Halmai	Cardiology
Dr Sarah Davis	Clinical Haematology
Dr Moez Dungarwalla	Clinical Haematology
Dr Subir Mitra	Clinical Haematology
Dr Catherine Hildyard	Clinical Haematology
External Provider	Dermatology (locum)
Dr Vijay Gupta	General (Acute) Medicine
Dr Chris Lindesay	General (Acute) Medicine (Divisional Director)
Dr Hasan Raza	General (Acute) Medicine (CSU lead Acute COE)
Dr Lynn Cooke	General (Acute) Medicine
Dr Joy Halliday	General (Acute) Medicine, & Critical Care
Dr Arup Chakraborty	General (Acute) Medicine, & Critical Care
Dr Dinesh Kumar	General (Acute) Medicine
Dr Jovita Amadi	General (Acute) Medicine
Dr Husham Abuleis	General (Acute) Medicine and Nephrology
Dr Mohan Arkanath	General (Acute) Medicine and Nephrology
Dr Packiam Shenbagaraman	General (Acute) Medicine and Nephrology
Dr Ijaz Mehdi	General Medicine
Dr Rabinder Randhawa	General Medicine & Respiratory
Dr Milan Bhattacharya	General Medicine & Respiratory
Dr Veeresh Patil	General Medicine & Respiratory
Dr Amer Saleem	General Medicine & Respiratory
Dr Asif Ali	General Medicine & Diabetes/Endocrinology
Dr Asif Humayun	General Medicine & Diabetes/Endocrinology
Dr Shanthi Chandran	General Medicine & Diabetes/Endocrinology
Dr Sandro Lanzon-Miller	Gastroenterology (Locum)
Dr Ravi Madhotra	Gastroenterology
Dr George MacFaul	Gastroenterology
Dr Ali Azzam	Gastroenterology
Dr Prakash Gupta	Gastroenterology
Dr Muneer Mohammad	Gastroenterology
Dr Wamedh Taj-Aldeen	Gastroenterology
Dr Yaw Duodu	General Medicine & Stroke
Dr Yousif Behnam	General Medicine & Stroke
Dr Janet Costa	General Medicine & Stroke (Guardian of Safe Working Hours)
Dr Henry Owles	Geriatrician (College Tutor)
Dr Maria Panourgia	Orthopaedic Geriatrician
Dr Victoria Alner	Geriatrician

Dr Madhavi Bhogle	Geriatrician
Dr Than Mya	Geriatrician
Dr Cathryn Mainwaring	Geriatrician
Dr Richard Butterworth	Neurology (Director of Medical Education)
Dr Lucy Matthews	Neurology
Dr Carolynne Doherty	Neurology
Dr Onajite Kousin - Ezewu	Neurology
Dr. John Jacob	Neurology
Dr Jane Wale	Palliative Care
Prof Hany El Deeb	Oncologist
Dr Magbor Akanni	Oncologist
Dr Petrosian Veersamy	Oncologist
Dr Azhar Rizvi	Oncologist
Dr Dushyant Mital	GU Medicine and HIV (CSU lead speciality medicine)
Dr Clare Woodward	GU Medicine and HIV
Dr Patricia Williams	GU Medicine and HIV
Dr Mansoor Raza	Microbiology, Infectious Diseases and HIV

Wards

Emergency Department	A fully equipped Category 1 department that is open 24/7 and able to treat all types of accidents.
AMU 1	Acute Medical Unit (AMU) is a facility where patients with medical conditions referred by their GP or by the Accident & Emergency Department can be assessed by a specialist medical team. This service operates 24 hours a day.
MAU 2a	28 bedded medical ward.
Ward 3	Female Medical Ward (Care of the Elderly)
Ward 4	Paediatric Assessment Unit and Paediatric Day Unit with an Escalation Bay
Ward 5	Paediatric In-Patient Ward with 22 beds. It cares for children with both emergency and elective needs.
Ward 6	Department of Critical Care
Ward 7	Acute Stroke Unit
Ward 8	General Medical Escalation
Wards 9 & 10	For Antenatal women identified in clinic or the Day Assessment Unit as requiring additional care and monitoring. Ward 10 has two 6 bedded bays, one of which is utilised for transitional care and 2 side rooms.
Labour Ward	Delivery Suites
Ward 14	Rehabilitation Ward
Ward 15	Male Respiratory Ward

Ward 16	Female Respiratory Ward
Ward 17	Coronary Care Unit and Cardiology Ward
Ward 18	Male Medical Ward (Care of the Elderly)
Ward 19	General Medical Ward
Ward 20	Surgical Ward - Colorectal
Ward 21	Gynaecology and Urology
Ward 22	Gastroenterology Ward
Ward 23	Trauma and Orthopaedic (40 bedded ward)
Ward 24	Surgical ward – Elective surgery
DSU	Day Surgery Unit

Outpatient Clinics

The purpose-built outpatient building provides standard facilities, including X-ray. Clinics are run from designated rooms in outpatients.

Department Critical Care

DOCC is a facility offering critical care to all acute hospital patients specifically invasive and non-invasive ventilation, intracranial pressure monitoring, haemofiltration and invasive cardiac monitoring. There is a split on-call rota (anaesthetics and critical care), and DOCC is led by consultants from both anaesthetic and physician backgrounds.

Theatres

There are 12 theatres currently available within the Trust, split across two sites. Phase 1, Theatre 1 – 4 (Emergency Theatres) and Phase 2, Theatres 5 – 12 (Elective Theatres)

Imaging

There is a modern imaging department staffed by 13 Consultant Radiologists. The department provides plain x-rays, image intensification, digital screening, ultrasound, CT and MRI scanning and has an interventional suite. There are plans for further CT and MRI Facilities.

Cardiology

There is a modern Cardiology department providing diagnostic facilities for both inpatients and outpatients. They include exercise testing, electrocardiograph testing, ultrasound scanning, pulmonary function testing and twenty-four-hour monitoring and echocardiography.

Endoscopy

There is a modern Endoscopy unit. We provide both diagnostic and therapeutic endoscopy including ERCP and thoracoscopy.

Pathology Laboratory

There are full facilities on site for haematology, histopathology, microbiology and biochemistry. Specialist Clinical Support Services are well provided for from Oxford University Hospitals, our main Tertiary Centre. A number of our departments have joint appointments, and there are excellent relationships at all levels. Specialist Eye and Plastic Surgery are provided at Stoke Mandeville.

Management and Organisational Administration

The Chairperson is Alison Davis

The Chief Executive is Professor Joe Harrison

The Executive Medical Director is Dr Ian Reckless

Clinical Structure

Milton Keynes Hospital has 4 Clinical Divisions supported by a number of Clinical Service Units. The Divisional Director for Medicine is Dr Chris Lindesay, and the CSU Lead is Dr Hasan Raza. The Division is managerially represented by Simon Nicholson.

Patient Experience Team

As a part of the Trust medical team, you must be committed to providing the best possible care and experience for every patient every time. The patient is at the heart of everything we do.

Patients, with their families and carers, should be involved in and consulted about decisions about their treatment and care. As a member of the Trust you should facilitate and support patients, families and carers to feedback on the service we deliver, and to act upon what we hear from feedback

Local Negotiating Committee (LNC)

A LNC meets on a regular basis with Management to advise policies and procedures that affect Medical and Dental staff. These include a regular review of the Clinical Excellence Awards for Consultants and Associate Specialists.

Medical Advisory Committee (MAC)

The Medical Advisory Committee is chaired by Dr Ravi Madhotra, Consultant Gastroenterologist, and meets monthly to discuss issues as they affect Medical Staff. It is open to all Consultants and Associate Specialists.

6.Undergraduate and Postgraduate Facilities

The link with the University of Buckingham is an important step towards establishing the trust as a first-rate centre of teaching excellence. The first students arrived at the hospital in May 2015. In 2017 the first rotation of clinical students (phase 2) commence full time hospital practice and a Medical School building, The Academic Centre, will open. These developments will also create exciting opportunities in the future for all staff in the fields of clinical research and education.

The medical school offers exciting opportunities for undergraduate and postgraduate teaching, and enhanced research facilities.

We believe the continued growth of the hospital will allow us to expand and improve our services to offer the very best care to the people of Milton Keynes, and beyond.

There is an active Postgraduate Education Centre, which houses the hospital library. There is a programme of clinical meetings and lectures. The medical library is stocked with most general medical journals. It has a good selection of books, CD ROM / DVD facilities, and online resources.

The Director of Medical Education, Miss Debbie Phillips, FRCS, has overall responsibility for organising the postgraduate education programme, and active participation of Consultants, Trainees and General Practitioners is strongly encouraged. There is an active Speciality Tutors Committee that meets regularly.

In addition to the University of Buckingham Medical School, the Trust hosts Oxford university medical students from the graduate entry programme, in a number of specialties.

The Clinical Governance Support Unit has good resources and provides regular support in department projects. There are clinical governance half days on a monthly basis which includes peer review followed by specialist sessions to include clinical audit and learning which are held in the Postgraduate Education Centre.

Training grade doctors appointed to posts at MKUH have a wealth of education and training available to them on both a local and regional basis. This includes simulation sessions in our clinical skills and simulation facilities.

We also run a full programme of CPD opportunities for Consultants and SAS grades and have close links with Health Education Thames Valley for external educational opportunities. We have a vibrant SAS Drs Committee with a rolling programme of development, For Consultants we have recently introduced a 'new Consultant Development Programme', and for those wishing to take on a formal medical leadership role in the future, we are about to launch the 'Aspiring Clinical Leaders programme'.

The education centre also houses a Dental Suite with phantom heads for the education of Foundation Dentists and Dental Practitioners.

7.Terms and Conditions

Basic pay and thresholds

Basic pay is £93,666 and, subject to satisfactory appraisal, job planning and review, will rise through threshold increases to £126,281 per annum. The starting salary for this new post will be at the minimum of the payscale in accordance with the Medical & Dental Terms and Conditions, although previous consultant service may be taken into account when determining the starting salary.

Clinical Governance

The Trust has a Clinical Governance framework and a rolling programme of half days set aside for Clinical Audit and learning. Clinical Risk systems have been developed with cross-directorate working where appropriate.

Appointees are expected to participate fully in the clinical governance activities and procedures of the Trust, including adhering to and encouraging amongst junior staff compliance with best practice with regard to Infection Control procedures.

Data Protection

The post-holder must, if required to do so, obtain, process and/or use information held on a computer in a fair and lawful way: to hold data only for the specified, registered purposes and to use or disclose data only to lawful persons or organisations as instructed.

Health and Safety

Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974) and the Manual Handling Operations Regulations (1992). This ensures that the agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors to the Trust.

Risk Management

All staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly using the Datix system and when requested to co-operate with any investigation undertaken. Staff should also comply at all times with any regulations and policies issued by the Trust, especially those governing Health and Safety at Work and Infection Prevention and Control and to ensure that any defects which may affect safety at work are brought to the attention of the appropriate manager.

Reducing risk is everyone's responsibility. All Trust employees are to ensure that they work at all times in a way that promotes the safety of our patients, staff and public by proactively preventing and managing patient safety incidences.

All staff in the Trust must attend training identified by their manager or stated by the Trust to be mandatory. The Trust uses risk assessments to predict and control risk and the incident reporting system to learn from mistakes and near misses and so improve services for patients and staff. All staff are expected to become familiar with these systems and use them.

The Trust has designated the prevention and control of infection as a core issue in the organisation's clinical governance, managing risk and patient safety programmes. In consequence, all employees are expected to: -

- i) Follow consistently high standards of infection control practice, especially with reference to 'bare below the elbow', hand hygiene and aseptic techniques,
- ii) Be aware of all Trust infection control guidelines and procedures relevant to their work.

Equality and Diversity

The Trust has a clear commitment to Equality and Diversity, and it is the duty of every employee to comply with the detail and spirit of the policies.

Conflict of Interest

The Trust is responsible for ensuring that the service provided for patients in its care meets the highest standard. Equally, it 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 Orders require any employee to declare any interest, direct or indirect with contracts involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.

The above duties and responsibilities are intended to represent current priorities and are not meant to be a conclusive list as the role will inevitably vary and develop over time. You may from time to time be asked to undertake other reasonable duties; however, any changes will be made in discussion with you in the light of the service needs.

Staff Nursery

[Busy Bees Nursery](#) is situated next to the hospital in Milton Keynes. The nursery is in a purpose-built building and offers childcare from 3 months to 5 years.

Superannuation Scheme

The post-holder will be entitled to join or remain in the NHS Superannuation Scheme, which provides:

- A pension and a tax free lump sum on retirement
- Life assurance cover
- Voluntary early retirement benefits (dependant on service, and meeting any statutory requirements)
- Ill-health retirement benefits (dependant on having at least two years' service)
- Redundancy benefits (dependant on having at least 5 years' service, and the appropriate age restrictions).
- Family benefits
- Options to increase benefits

All pension benefits are based on salary and length of membership of the Scheme. Legislative changes affecting the NHS pension scheme from 6th April 2006 include the Gender Recognition and Civil Partnerships Acts and the Finance Act 2004, introduces new upper limits on tax free pension benefits and certain Child allowances. Medical and dental practitioners and other employees with relatively high earnings can find out more via [2015 NHS Pension Scheme guide for members \(nhsbsa.nhs.uk\)](http://2015.NHS.Pension.Scheme/guide%20for%20members/nhsbsa.nhs.uk) No contribution will be made by the Trust to personal pension plans for those who opt out of the above scheme.

General Conditions of Appointment

- i. The Trust requires the successful candidate to have and maintain full and specialist registration with a licence to practise with the General Medical Council and to fulfil the duties and responsibilities of a doctor as set down by the General Medical Council.
- iii. All appointments are subject to satisfactory Occupational Health Clearance being obtained.
- iv. The appointment is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation Act 1974 (Exemptions) Order 1975. Applicants are not entitled therefore to withhold information about convictions which for other purposes are "spent" under the provision of the Act, and in the event of employing any failure to disclose such convictions could result in dismissal or disciplinary action by the Trust. Any information given will be completely confidential and will be considered in relation to an application for positions to which the Order applies.
- v. With the Terms of DHSS Circular (HC)(88) – Protection of Children – applicants are required when applying for this post to disclose any record of convictions, bind-over orders or cautions. The Trust is committed to carefully screening all applicants who will work with children and you will be expected to undertake a 'disclosure' check.

Requirements	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Medical degree MRCP(UK) diploma or equivalent Full GMC registration and Specialist Registration. Accreditation in General (internal) Medicine and/or Acute internal Medicine 	A higher degree e.g. MSc, MD or PhD
Eligibility	<p>Eligible for full registration with the GMC at time of appointment. Evidence of achievement of CMT competencies by time of appointment in line with GMC standards in <i>Good Medical Practice</i> including:</p> <ul style="list-style-type: none"> - Good clinical care - Maintaining good medical practice - Good relationships and communication with patients - Good working relationships with colleagues - Good teaching and training - Professional behavior and probity - Delivery of good acute clinical care. <p>Eligibility to work in the UK.</p>	
Fitness to practice	Applicant's knowledge is up to date and is fit to practice safely	
Language skills	<p>All applicants to have demonstrable skills in written and spoken English that are adequate to enable effective communication about medical topics with patients and colleagues, which could be demonstrated by one of the following:</p> <ul style="list-style-type: none"> - applicants have undertaken undergraduate medical training in English - applicants have scores in the academic International English Language Testing System (IELTS) or equivalent equal to average at least 7.5 	
Health	Meets professional health requirements (in line with GMC standards in <i>Good Medical Practice</i>).	
Application completion	ALL sections of application form FULLY completed.	
Clinical skills	<p>Clinical Skills</p> <ul style="list-style-type: none"> Understanding of clinical risk management. 	
Experience/ Training	<ul style="list-style-type: none"> Demonstrable experience in Clinical Governance activities Interest and commitment to Acute Medicine Ambulatory care pathways experience Advanced Life Support Certificate 	
Knowledge	<ul style="list-style-type: none"> Knowledge and application of up-to-date evidence based practice IT skills Breadth of experience within and outside specialty 	
Teaching	<ul style="list-style-type: none"> A proven background in delivering undergraduate and post-graduate teaching with evidence of training for the role is highly desirable Ability to be able to appraise both trainees and other staff 	<ul style="list-style-type: none"> A qualification in Medical Education, such as a

		Diploma or PG cert.
Leadership Skills	<ul style="list-style-type: none"> • Ability to motivate and develop junior medical staff. • Demonstrate evidence of effective medical management skills. • Interest in medical management. • Ability and desire to take part in Clinical Directorate management. 	
Other Requirements	<ul style="list-style-type: none"> • Ability to work independently and as part of the Medical Directorate • Ability to balance individual requirements against those of the Directorate and the Trust as a whole. • Ability to gain the trust and confidence of colleagues and patients. • Must be able, when on call, to return to the hospital if required within thirty minutes • Will be required to maintain full registration with the GMC as well as remaining on the Specialist Register. 	
Probity	<p>Professional integrity and respect for others: capacity to take responsibility for own actions and demonstrate a nonjudgmental approach towards others.</p> <p>Displays honesty, integrity, awareness of confidentiality and ethical issues.</p>	
Commitment to ongoing professional development	<p>Learning and personal development: demonstrates interest in the specialty required for the job.</p> <p>Demonstrates a commitment to maintaining professional skills and knowledge relevant to the job.</p> <p>Demonstrates a willingness to fully engage in appraisal.</p> <p>Self-awareness and ability to accept and learn from feedback.</p>	