

# SHAPE YOUR STORY

## Recruitment Information Pack



**WeCare**



### OurVision

To be a high-performing group of NHS hospitals, renowned for excellence and innovation, providing safe and compassionate care to our patients in east London and beyond.



## WeCare about our ambition for excellence

Our WeCare values shape everything that we do, every single day. They are visible in every interaction we have with each other, our patients, their families and our partners.

WeCare about everything from the appointment letters our patients receive, to the state of our facilities when they walk through the door, to the care and compassion they receive when they are discharged. WeCare that the people who join our trust will hold the same values as we do, so our values are embedded within our recruitment and selection processes. WeCare that you feel valued working here, so our values also guide our training and development and performance and talent management. WeCare about working with suppliers that live and breathe our values too.

We have come a long way on our journey to delivering safe and compassionate care. By embracing these values as the way we behave around here, we will achieve our ambition for excellence.

Value	Key behaviours
<b>W</b> WELCOMING	<ul style="list-style-type: none"> <li>Introduce yourself by saying "Hello, my name is ..."</li> <li>Smile and acknowledge the other person(s) presence</li> <li>Treat others as you would wish others to treat you</li> <li>Ensure the environment is safe and pleasant for our patients, our colleagues and our visitors</li> </ul>
<b>E</b> ENGAGING	<ul style="list-style-type: none"> <li>Get involved in making improvements and bring others with you</li> <li>Encourage feedback from patients and colleagues and respond to it</li> <li>Acknowledge efforts and successes; say thank you</li> <li>Use feedback to make improvements, and empower colleagues to do this without needing to seek permission</li> <li>Appreciate that this may be a new experience for patients and colleagues; help them to become comfortable</li> </ul>
<b>C</b> COLLABORATIVE	<ul style="list-style-type: none"> <li>Give time and energy to developing relationships within and outside own team</li> <li>Demonstrate pride in Team Barts Health</li> <li>Respect and utilise the expertise of colleagues</li> <li>Know your own and others' part in the plan</li> </ul>
<b>A</b> ACCOUNTABLE	<ul style="list-style-type: none"> <li>Always strive for the highest possible standard</li> <li>Fulfil all commitments made to colleagues, supervisors, patients and customers</li> <li>Take personal responsibility for tough decisions and see efforts through to completion</li> <li>Admit mistakes, misjudgements, or errors; immediately inform others when unable to meet a commitment; don't be afraid to speak up to do the right thing</li> <li>Do not pretend to have all the answers; actively seek out those who can help</li> </ul>
<b>R</b> RESPECTFUL	<ul style="list-style-type: none"> <li>Be helpful, courteous and patient</li> <li>Remain calm, measured and balanced in challenging situations</li> <li>Show sensitivity to others' needs and be aware of your own impact</li> <li>Encourage others to talk openly and share their concerns</li> </ul>
<b>E</b> EQUITABLE	<ul style="list-style-type: none"> <li>Value the perspectives and contributions of all and ensure that all backgrounds are respected</li> <li>Recognise that individuals may have different strengths and needs, and that different cultures may impact on how people think and behave. Be curious to find out</li> <li>Work to enact policies, procedures and processes fairly</li> <li>Be open to change and encourage open, honest conversation that helps foster an inclusive work and learning environment</li> <li>Remember that we all have conscious and unconscious bias; get to know what yours are, and work to mitigate them</li> </ul>



## About Barts Health

Our group of hospitals provide a huge range of clinical services to people in east London and beyond.

We operate from four major hospital sites (The Royal London, St Bartholomew's, Whipps Cross and Newham) and a number of community locations, including Mile End hospital. Around 2.5 million people living in east London look to our services to provide them with the healthcare they need.

Whipps Cross in Leytonstone is a large general hospital with a range of local services. Newham in Plaistow is a busy district hospital with innovative facilities such as its orthopaedic centre. Mile End hospital is a shared facility in Mile End for a range of inpatient, rehabilitation, mental health and community services. The Royal London in Whitechapel is a major teaching hospital providing local and specialist services in state-of-the-art facilities. And St Bartholomew's in the City, London's oldest hospital, is a regional and national centre of excellence for cardiac and cancer care.

As well as district general hospital facilities for three London boroughs, Tower Hamlets, Waltham Forest and Newham, we have the largest cardiovascular centre in the UK, the second largest cancer centre in London, an internationally-renowned trauma team, and the home of the London Air Ambulance.

We're also proud to be part of UCLPartners, Europe's largest and strongest academic health science partnership. The objective of UCLPartners is to translate cutting edge research and innovation into measurable health gain for patients and populations through partnership across settings and sectors, and through excellence in education.



## Job Particulars

<b>Job Title</b>	Consultant in General and Colorectal Surgery
<b>Clinical academic group:</b>	Surgery & Cancer
<b>Pay Band</b>	Equivalent to Consultant
<b>Location</b>	Whipps Cross Hospital
<b>Reports to</b>	Clinical Lead
<b>Responsible to</b>	Clinical Director
<b>Hours per week</b>	Full time. On call 1:8 week days and 1:8 weekends

**DCC 7.5PAs (including on-call and admin)**  
**SPA 2.5PAs**

## JOB SUMMARY

- To contribute to the delivery of clinical services mainly within the department of Colorectal and General Surgery at Whipps Cross Hospital (Barts Health NHS Trust).
- To undertake such administrative, managerial and other duties as are reasonably to be expected of a senior member of clinical staff.

## MAIN DUTIES AND RESPONSIBILITIES

The post-holder is required to have and maintain full registration with the General Medical Council. Medical Staff are advised to continue membership of one of the medical defence organisations.

- To share the running of the Barts Health General Surgery Service at WXH including in-patient and out-patient practice
- To undertake weekly outpatient clinics, endoscopy list and operating sessions and pre/post-operative ward rounds.
- To participate in the general surgery on-call rota
- To participate fully as a member of the benign multi-disciplinary team in the Colorectal surgical specialty
- To deputise for and provide cover for leave for the other consultants as appropriate
- To assist in the development and evaluation of new procedures and keep appropriate records of data obtained, in accordance with the requirements of the ethics committee and the data protection act.
- To help developing the emergency surgery department
- Possibility to carry out commitments at any of the Barts Health Hospital site.



## INFORMATION AND STAFFING LEVELS IN THE DEPARTMENT

### General surgery and Colorectal Surgery

The Colorectal unit is currently served by five substantive consultants. The General Surgery Unit has 3 further consultants with sub-specialist interest in Paediatric Surgery, Vascular, Colorectal, Endocrine and Upper GI.

Firm A	Specialty
Mr S.Andreani	Colorectal
Ms F.Taylor	
Mr P. Giordano	
Mr M. Machesney	
Mr J. Davies	
Vacancy (This post)	

Firm B	Specialty
Mr S. Brearley	Vascular, General & Paediatric
Mr J. Crinnion	Vascular, General, Thyroid

Firm C	Specialty
A. Rohatgi	Upper GI & Laparoscopic
Vacancy (Locum)	UGI Consultant

Training Grades	Specialty
7 Specialist Registrars	
4 Core Trainees	
2 FY2 Doctors	
8 Pre-Registration House Officers (FY1)	

Non-Training Grades	Specialty
4 Clinical Fellows- ST3+	Colorectal Surgery
4 Clinical Fellows- ST1/ST2	
1 Education Academy Fellow	
2 FY1 Doctors	





### **Specific Responsibilities**

As per job plan, which will be flexible in the first instance in order to cover the department on a full time basis.

The post-holder is required to undertake outpatient clinics, theatre lists and endoscopy according to service requirements within a maximum of 10PA's.

The post holder would be a valuable and equal part of this department with an allocated clinical workload.

### **On-call commitments**

Whipps Cross Hospital operates a surgeon of the week (SOW) system Monday to Thursday 0800-1800 and week-end Friday till Monday 0800 (SOWE) plus one night every 2 weeks as an average (1 in 8 rota overall SOW and 1:8 SOWE). The remuneration for this rota including predictable and unpredictable workload, post-take ward rounds and admin is total 2.5 PA.



## **GENERAL DUTIES OF CONSULTANT STAFF**

- Consultants will have a continuing responsibility for the care of patients in their charge and for the proper functioning of their departments.
- Consultants will undertake administrative duties associated with the care of their patients and the running of their clinics or department. All Consultants are expected to assume responsibility both singly and corporately for the management of the Junior Medical Staff. In particular, they are expected to be responsible for approving and monitoring junior staff rotas and junior staff locum arrangements, where appropriate.
- The successful applicant will be expected to participate fully in the medical audit arrangements for the division.
- Consultants are also expected to concern themselves with the professional development of their trainees.
- All Consultants have a responsibility to contribute to the teaching and assessment of undergraduates and of junior doctors. Whipps Cross University Hospital has recently been given the status of Associate University Hospital.

## **MANAGEMENT**

The department is committed to the continued improvement of the service and the new Consultant will therefore be fully involved in service planning and development issues and will be expected to take an active role in the management of the service.

## **SUPPORT TO JUNIOR DOCTORS**

Consultants are responsible for the supervision of the work of their junior staff, who act on the delegated authority of the consultant. It is the consultant's responsibility to ensure that junior staff receive appropriate induction to the department and its work on taking up post, that training objectives are set and monitored, and that regular feedback on performance is provided. The appointee may, from time to time, be asked to assume the role of educational supervisor for one or more trainees and be responsible for their appraisal.

## **ADMINISTRATION**

Whipps Cross Hospital is committed to the greater involvement of consultants in its strategic planning and decision-making. The appointee will be expected to participate in departmental meetings, to represent the department or Trust as appropriate on committees and to engage in dialogue with purchasers as necessary. The appointee will be expected to show initiative and leadership in developing the services for which he or she is responsible.

The appointee, assisted by his or her secretary and junior staff, will be expected to answer queries from patients, general practitioners and colleagues, to respond to complaints, to keep up appropriate correspondence, to be involved in the appointment of junior staff and to co-ordinate arrangements for annual and study leave.

## **TEACHING**

The post holder will be expected to share with colleagues in the teaching of medical students, junior medical staff and other staff groups.



## **CONTINUING MEDICAL EDUCATION**

The appointee will be expected to develop and maintain a programme of personal continuing education in accordance with the recommendations of the surgical Royal Colleges. Study leave will be made available for this purpose in accordance with the Terms and Conditions of Service.

## **RESEARCH**

The appointee will be expected to continue with research interests developed previously. Research is also encouraged in the department and is expected as part of our departments education programme.

## **TERMS AND CONDITIONS**

The post is covered by the National Terms and Conditions of services (England and Wales) and the Consultants Contract 2003 and Trust policies and procedures. Annual Leave entitlement is 6 weeks and 3 days. The appointment is pensionable unless you choose to opt out of the National Health Service Pension Scheme.

Basic salary on commencement will be set at a threshold to reflect any whole years of equivalent consultant-level experience that a consultant has gained before his or her appointment as a NHS consultant.

The successful candidate will also receive a London Weighting Allowance of £2,161 per annum (London Zone). Part time staff will receive a pro-rata allowance.

The successful candidate will be required to live no more than 10 miles by road or 30 minutes drive from the main unit, unless the Trust determines that residence at a greater distance is acceptable.

Annual Leave and Study Leave should be booked via the Clinical Director, whilst also ensuring other affected parties are advised. A minimum of six weeks notice must be provided, to allow alternative arrangements or the cancellation of clinics. Annual leave should be requested via the Clinical Director and Medical Staffing Coordinator.

## **GENERAL REQUIREMENTS/INFORMATION**

Because of the nature of the work of this post it is exempt from the provisions 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 provision of the Act. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Trust.

The post holder must at all times carry out his/her duties with due regard to the Trust’s Equal Opportunities Policies.

The Trust operates a No Smoking Policy.

## **HEALTH AND SAFETY PROCEDURES**

The Trust takes health and safety most seriously. The appointee will be expected to attend a Health and Safety awareness session. In addition it remains the responsibility of all staff to







## PERSON SPECIFICATION

REQUIREMENTS	ESSENTIAL FOR THE POST	DESIRABLE FOR THE POST	METHOD OF ASSESSMENT
Qualifications	<ul style="list-style-type: none"> <li>• MB BS, or equivalent</li> <li>• FRCS or equivalent</li> <li>• CCT (or within 6 months of date of interview)</li> <li>• JAG accreditation in colonoscopy</li> </ul>	Higher degree e.g. MS/MD/PhD	
Knowledge	<ul style="list-style-type: none"> <li>• Widespread broad based knowledge of all aspects of General &amp; Colorectal Surgery</li> <li>• Evidence of subspecialty knowledge of Colorectal and Emergency surgery.</li> <li>• Proven competency in emergency General Surgery</li> <li>• Evidence of participation in projects</li> </ul>	Evidence of team working	
Training Expected	<ul style="list-style-type: none"> <li>• Higher Specialist Training in General &amp; Colorectal Surgery.</li> <li>• Evidence of subspecialist training and independent competency in open and laparoscopic major bowel resection in benign and malignant disease</li> <li>• Experience in advanced coloproctology: EPSIT, FILAC, SILAC, VAAFT</li> <li>• Experience in training undergraduates and postgraduates</li> </ul>	Evidence of formal educational training qualification	
Management/Audit Experience	<ul style="list-style-type: none"> <li>• Able to provide evidence of clinical audit and</li> </ul>	Evidence of innovative	



	<p>demonstrate understanding of impact and challenges this brings</p> <ul style="list-style-type: none"> <li>• Ability to demonstrate knowledge and awareness of current and future NHS challenges and strategy</li> <li>• Ability to support team members in business planning via collaboration and discussion</li> </ul>	<p>approaches to healthcare</p> <p>Experience of audit management</p>	
<p>Academic Achievements</p> <p>Research</p> <p>Publications</p>	<ul style="list-style-type: none"> <li>• Ability to demonstrate personal experience of clinical research and describe and discuss finding and impact</li> <li>• Experience of research, presentations to learned societies on topics related to surgery</li> <li>• Ability to apply research outcomes to clinical /surgical problems</li> </ul>	<p>Publications in peer reviewed medical journals</p>	

## FURTHER INFORMATION

For further information or to arrange a visit to the Department please contact

Miss Fiona Taylor (Clinical Lead for General Surgery)

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## Sample Job Plan

Day and Session	Frequency	Hospital	Description	Category	PAs
Monday 8.30 – 12.30	Weekly	WXH	Endoscopy	DCC	1.0
Tuesday 8.30 – 12.30	Weekly	WXH	IBD MDT + Clinic	DCC	1.0
Wednesday					
Thursday 8.00 – 17.00	Weekly	WXH	Operating Theatre	DCC	2.5
Friday					
Flexible	Weekly	WXH	SPA	SPA	2.5
			Admin/WR		0.5
On-Call SOTW					2.5
Total					10.0



## **NHS Manager's Code of Conduct**

As an NHS manager, you are expected to follow the code of conduct for NHS managers (October 2002). [www.nhsemployers.org/](http://www.nhsemployers.org/)

## **Safeguarding adults and children**

Employees must be aware of the responsibilities placed on them to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at risk' they should escalate this to an appropriate person i.e. line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager, consultant (October 2002). [www.nmc-uk.org/](http://www.nmc-uk.org/)

