

# Job description and person specification



**Consultant Ophthalmologist  
specialising in Paediatrics,  
Strabismus, Cataract**

## Job description

Job title: Consultant Ophthalmologist

Department: Paediatrics, Strabismus, Cataract

Site(s): Croydon, St George's

Grade: Consultant

Responsible to: Service Director(s)

Accountable to: Medical Director

### THE POST

The post is comprised of 9 programmed activities (PAs), of which 6.5 provide direct clinical care (DCC) and 2.5 are for supporting professional activities (SPAs). The post is based at the Moorfields Croydon and St George's sites. The proposed job plan is detailed below, which is subject to change in response to the demand of the service. The weekly service teaching also takes place at City Road.

The post also involves taking part in the joint MEH/South West London on-call rota.

The Croydon sessions include Cataract clinics and theatre session, Paediatric clinical sessions, and a Strabismus clinic session. The St George's sessions include a Paediatric clinic, and Strabismus clinics, as well as a theatre session. The post-holder will work closely with local support services, nursing and administrative teams to provide a comprehensive outpatient and elective service to diverse populations within the South West London sector.

Applicants are required to hold FRCOphth, or equivalent, and be registered with the General Medical Council. Fellowship training in Paediatric ophthalmology and Strabismus is essential and formal teaching experience would be advantageous.

The post-holder will be supported by teams across the Division, whereby they have clinical commitments, by the existing multi-disciplinary team, including nursing, administrative, and secretarial support. The post-holder will also receive IT training if necessary, as well as being provided with access to the relevant patient administrative IT systems.

## Organisational context

Moorfields is one of the world's leading eye hospitals, providing expertise in clinical care, research and education. We have provided excellence in eye care for more than 200 years and we continue to be at the forefront of new breakthroughs and developments. We are an integral part of one of the UK's first academic health science centres, UCL Partners, and recently celebrated 9 years as one of the country's first NHS foundation trusts.

The Paediatrics service is provided by a multidisciplinary team consisting of Consultant Surgeons, Consultant Paediatricians, Associate Specialists, Clinical Fellows and Specialist Trainees, Orthoptists, Nurse Practitioners and Optometrists. The Paediatrics service at City Road is also responsible for delivering the independent children's A+E service, during weekday hours, and is Consultant led.

The service has 9 substantive consultants providing the service: Ms Lucy Barker, Mr Lloyd Bender, Ms Annegret Dahlmann Noor, Ms Naz Raoof, Ms Clare Roberts, Miss Jo Hancox, Mr Himanshu Patel, Ms Maria Theodorou, Ms Aditi Das, who hold clinics at Moorfields at City Road, St Georges', Northwick Park, and Bedford Hospitals. There are also 4 locum consultants supporting the service currently.

There are four Clinical fellows within the service, three at City Road (one TSC) and one at St George's. They rotate at four monthly intervals. In addition, there is one PAN London Clinical fellow who rotates between Moorfields, GOSH and the Royal London Hospital at six monthly intervals. The TSC Fellow also has the administrative role of organising rotas and coordinating leave within the Service.

In addition, the Paediatric service is supported by two part-time Consultant paediatricians who hold joint appointments with Great Ormond Street Hospital and the Homerton Hospital, a Paediatric Neurologist who holds a joint appointment with the Royal London Hospital and has representation from many other Consultants across specialist services at Moorfields.

This role will form part of the team which consists of; an Associate specialist, Fellow / Registrar, Optometrists, Orthoptists and a Paediatric nurse.

The successful appointee will form part of the team which consists of; Consultants, an Associate specialist, Fellow / Registrar, Optometrists, Orthoptists and a Paediatric nurse.

The Cataract service has 68 substantive consultants providing the service, with Mr Vincenzo Maurino as Service Director.

The St George's and Croydon directorates also provides a number of other adult ophthalmology services, including both outpatients and surgery, throughout the week.

## MAIN RESPONSIBILITIES

### Duties:

Provide High Quality Care to Patients

- The post holder must be medically qualified and maintain GMC specialist registration and hold a licence to practice
- To develop and maintain the competencies required to carry out the duties required of the post.
- To ensure prompt attendance at agreed direct clinical care Programmed Activities.
- To ensure patients are involved in decisions about their care and to respond to their views.

### Performance Management

- To work with medical, nursing and managerial colleagues to ensure high performance in the following areas:
- Clinical efficiency e.g. timeliness indicators, clinical indicators and the development of ambulatory pathways.
- Quality of outcomes e.g. infection control targets, reducing re-attendance rates.
- Financial management e.g. identification, implementation and achievement of cost improvement programmes and participating in efforts to ensure services are provided cost effectively e.g. managing locum agency spend, monitoring and managing the drug budget to target, ensuring accuracy of clinical data for the team.
- Operational efficiency e.g. demand management.

### Medical Staff Management

- To work with colleagues to ensure junior doctors' hours are compliant in line with EWTD and New Deal.
- To ensure that adequate systems and procedures are in place to control and monitor leave for junior medical staff and to ensure that there is appropriate cover within the clinical areas, including on-call commitments
- To participate in the recruitment of junior medical staff as and when required.
- To participate in team objective setting as part of the annual job planning cycle.
- To be engaged in the process of annual appraisal and revalidation of all doctors in training, Trust doctors, Clinical Fellows and non-consultant grades as delegated by the Clinical Director/Divisional Manager.

### Governance

- To review clinical outcomes in designated area using external benchmarking data where appropriate, to identify and advise variances to the Clinical Director.
- Participate in clinical audit, incident reporting and analysis and to ensure resulting actions are implemented.
- To work closely with the Directorate, Patient and Public Involvement panels in relation to clinical and services developments as delegated by the Clinical Director.
- Participate in ensuring NICE requirements are reviewed and implemented and monitored in the speciality areas.
- To ensure clinical guidelines and protocols are adhered to by junior medical staff and updated on a regular basis.
- To keep fully informed about best practice in the speciality areas and ensure implications for practice changes are discussed with the Clinical Director.

- To role model good practice for infection control to all members of the multidisciplinary team.

#### Strategy and Business Planning

- To participate in the business planning and objective setting process for the directorate and Trust where appropriate.
- To represent the Trust at appropriate clinical networks/other external clinical meetings, as delegated by the Clinical Director.

#### Leadership and Team Working

- To demonstrate excellent leadership skills with regard to individual performance, clinical teams, the Trust and when participating in national or local initiatives.
- To work collaboratively with all members of the multi-disciplinary team and Partners as required.
- To chair regular meetings for the specialties.
- To resolve conflict and difficult situations through negotiation and discussion, involving appropriate parties.
- Adhere to Trust/departmental guidelines on leave including reporting absence.

#### **Research Governance**

The post holder will be expected to comply with all Moorfields policies pertaining to research governance. This will include ensuring that all research activities of the post holder are approved by the Trust and an appropriate ethics committee before commencement. This will also include meeting all the Trust research audit, monitoring and training requirements.

#### **Research, Teaching & Audit**

Moorfields is an important research institution and each individual will be expected to contribute to the research and development, teaching and training within the service. As a result the Trust has a policy concerning all intellectual property that may apply to you. The policy can be found in the Medical Staff handbook or copies can be obtained from the HR Department.

#### **Professional Development**

The Trust provides opportunities for CME and CPD. The timetable will be arranged to allow the candidate to take advantage of these opportunities.

The opportunity will be available for the post holder to enrol in a part-time medical education degree course. The postholder will be encouraged and financially supported to work towards a medical education higher degree or accreditation programme.

There is provision for at least 2 weeks paid study leave with expenses if appropriate each year. This is monitored by the study leave committee.

## Revalidation requirements

All doctors are responsible to maintain a portfolio of their career over the last 5 years in order to satisfy GMC Revalidation criteria. If successful, you will be required to bring along your supporting information portfolio including recent appraisals documents when joining the Trust.

Doctors holding joint and/or various fixed term appointments throughout their appraisal year are also required to demonstrate evidence of an exit report and supporting information from the different appointments they hold throughout their appraisal year. This information must be brought with them when starting a new appointment within The Trust. It is recommended that doctors collect this information before leaving their previous employers.

## GENERAL DUTIES

1. To comply at all times with the requirements of the Health & Safety regulations under the Health & Safety at Work Act (1974) and to take responsibility for the health and safety and welfare of others in the working environment ensuring that agreed safety procedures are carried out to maintain a safe environment.
2. To comply at all times with the Trusts Information Governance Policy. The policy sets out the accountability and reporting arrangements for Information Governance in the trust and how assurance is provided that the Trust continues to meet at least the minimum standards of information governance compliance required by the NHS Information Governance Toolkit.
3. Disclosure and Barring Service (DBS) (formerly CRB) checks are now a mandatory part of the NHS Six Recruitment Check Standards for all staff whom, in the course of their normal duties, may have regular access to patients and children and/or vulnerable adults. Moorfields Eye Hospital NHS Foundation Trust aims to promote equality of opportunity for all with the right mix of talent, skills and potential. Criminal records will be taken into account for recruitment purposes only when the conviction is relevant and an unspent conviction will not necessarily bar applicants from being considered for employment. Moorfields Eye Hospital is exempt under the Rehabilitation of Offenders Act which outlines that convictions never become 'spent' for work which involves access to patients. Failure to disclose any 'unspent' convictions may result in the offer of employment being withdrawn or if appointed could lead to dismissal. The Disclosure Barring Service (DBS) has published a Code of Practice for organisations undertaking DBS checks and the trust has developed its own DBS policy in line with the guidance
4. The trust has adopted a security policy in order to help protect patients, visitors and staff and to safeguard their property. All employees have a responsibility to ensure that those persons using the trust and its service are as secure as possible.

5. It is the responsibility of all trust employees to fully comply with the safeguarding policies and procedures of the trust. As a Moorfields employee you must ensure that you understand your role in protecting adults and children that may be at risk of abuse. Individuals must ensure compliance with their safeguarding training.
6. The trust is committed to a policy of equal opportunities. A copy of our policy is available from the human resources department.
7. The trust operates a no-smoking policy.
8. You should familiarise yourself with the requirements of the trust's policies in respect of the Freedom of Information Act and comply with those requirements accordingly.
9. The role description gives a general outline of the duties of the post and is not intended to be an inflexible or finite list of tasks. It may be varied, from time to time, after consultation with the post holder.
10. All appointments within the National Health Service are subject to pre-employment health screening.
11. It is the responsibility of all employees to ensure that they comply with the trust infection control practises, as outlined in the Health Act 2008 and staff must be familiar with the policies in the trust's infection control manual, this includes the 'bare below the elbow policy'. Employees must ensure compliance with their annual infection control training.
12. You are responsible for ensuring that all equipment used by patients is clean/decontaminated as instructed by manufacturers and in line with the infection control/guidelines protocol and policy.
13. Any other duties as designated by your manager and which are commensurate with the grade.

Please note: The role description is a reflection of the current position and may change emphasis or detail in the light of subsequent developments, in consultation with the post holder.

### Person Specification

	ESSENTIAL	DESIRABLE	METHOD TO TEST THESE CRITERIA
EDUCATION & QUALIFICATIONS	<ul style="list-style-type: none"> <li>FRCOphth <u>or</u> equivalent</li> <li>CCT <u>or</u> equivalent training.</li> <li>Full GMC Registration</li> </ul>	<ul style="list-style-type: none"> <li>Higher Degree</li> </ul>	<ul style="list-style-type: none"> <li>Application Form &amp; Certification</li> </ul>

	<ul style="list-style-type: none"> <li>Be on <u>or</u> eligible for the GMC specialist register</li> </ul>		
<b>FURTHER TRAINING &amp; KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>Completed Higher Specialist Training in Ophthalmology</li> <li>Clinical Fellowship in Strabismus and Paediatric ophthalmology <u>and</u> extended experience in Strabismus Surgery</li> <li>Surgical management of Paediatrics</li> </ul>	<ul style="list-style-type: none"> <li>Formal teaching experience</li> </ul>	<ul style="list-style-type: none"> <li>Application Form Interview &amp; References</li> </ul>
<b>SKILLS &amp; ABILITY</b>	<ul style="list-style-type: none"> <li>High degree of clinical and surgical skill in Strabismus Paediatric Ophthalmology</li> <li>Ability to lead and coordinate teams</li> <li>Track record of peer reviewed clinical journals</li> <li>High degree of clinical and surgical skill in Cataract</li> </ul>	<ul style="list-style-type: none"> <li>Audit leading to service improvement</li> <li>Teaching &amp; presentation skills</li> </ul>	<ul style="list-style-type: none"> <li>Application Form &amp; Interview</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>Extensive experience in the management of Paediatric patients and related pathology problems</li> <li>Extensive experience in the management of Strabismus patients and related pathology problems</li> <li>Extensive experience in the management of Cataract patients and related pathology problems</li> <li>Experience of teaching at post-graduate levels</li> <li>Experience of managing ocular emergencies</li> <li>Experience of being on an on call rota</li> </ul>	<ul style="list-style-type: none"> <li>Experience of public and patient engagement</li> <li>Clinical leadership and management experience in developing and delivering new services</li> <li>Demonstrable experience of taking a leading role in a research group</li> <li>Evidence of promoting excellence in areas of research</li> </ul>	<ul style="list-style-type: none"> <li>Application Form Interview &amp; References</li> </ul>
<b>PERSONAL QUALITIES</b>	<ul style="list-style-type: none"> <li>Good team building skills</li> <li>Ability to lead &amp; co-ordinate clinical teams</li> <li>Commitment to high quality research</li> </ul>	<ul style="list-style-type: none"> <li>Experience in organising &amp; managing a busy clinical service</li> </ul>	<ul style="list-style-type: none"> <li>Interview &amp; References</li> </ul>

- Excellent communication skills

Means of Assessment include application form (AF), Interview (I), Test (T), Presentation (P)

### Job Plan

<b>Week 1</b>	<b>AM</b>	<b>PM</b>
Monday	Cataract Clinic (CUH) / SPA 0.5 DCC	Cataract Theatre (CUH) / Adult Strabismus clinic (SGH) 1 DCC
Tuesday	Paediatric / adult theatre / Paediatric clinic (SGH) 1 DCC	
Wednesday	Paediatric clinic (CUH) 1 DCC	Paediatric clinic (CUH) 1 DCC
Thursday	SPA	SPA
Friday	Strabismus Clinic (CUH) 1 DCC	Cataract Clinic (CUH) 1 DCC

\*This job plan is subject to flexibility as in response to service demand

