

## **Job Description**

### **Appointment of Speciality Doctor**

### **George Mackenzie House/forensic service**

### **Full time (10 PAs)**

### **Fixed term for 12 months**

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**HQ** Elizabeth House, Fulbourn Hospital, Cambridge CB21 5EF  
**T** 01223 219400 **F** 01480 398501 [www.cpft.nhs.uk](http://www.cpft.nhs.uk)



**A member of Cambridge University Health Partners**

## Job Description

<b>Post:</b>	Speciality Doctor George Mackenzie House/ Forensic Psychiatry Service
<b>Base:</b>	Fulbourn Hospital
<b>Hours</b>	Full time – (10 PAs)
<b>Contract type:</b>	12 months
<b>Accountable professionally to:</b>	Medical Director
<b>Accountable operationally to:</b>	Forensic Clinical Lead
<b>Key Working Relationships:</b>	Forensic Clinical Lead Clinical Director Team Managers Consultant Psychiatrists Multidisciplinary colleagues Service Manager Partner agencies
<b>Principle Job Purpose:</b>	<p>To provide psychiatry expertise and day to day treatment for inpatients at George Mackenzie House, Low Secure Unit, Cambridge.</p> <p>To observe local and national employment directives for managed medical personnel and ensure adherence to appropriate NHS and Trust policies.</p>
<p style="text-align: center;">This job description is not intended to be exhaustive and will be reviewed as necessary</p>	

## **MAIN DUTIES OF THIS POST**

The main clinical duties are at the George Mackenzie House, Low Secure Unit, Fulbourn Hospital.

Working with forensic consultants, the postholder will provide day to day treatment of patients detained at the secure unit.

The postholder will have a high presence on the ward, attend daily handover meetings and engage in ward rounds, care programme approach meetings, and unit governance meetings.

The postholder will be involved in conducting assessments of new referrals to the unit, giving evidence before tribunals and preparing reports.

There will be some duties related to the three forensic beds on Mulberry Ward.

There is scope for the successful applicant to contribute to outpatient work in the community forensic service.

Other medical staff within the service include training grade doctors (CT and ST).

There are GP sessions to the secure unit.

## **Forensic Psychiatry in CPFT**

The postholder will be part of the forensic psychiatry staff. Forensic mental health services managed by CPFT are of two main forms: services in hospital and services in the community (there is also the OPD pathway based at HMP Whitemoor).

George Mackenzie House is the CPFT 20 bed low secure unit providing inpatient treatment for men and women. The non-secure ward, Mulberry Ward has three forensic beds acting as 'step down' beds for the low secure unit as well as forensic admission beds from the community.

George Mackenzie House is part of the East of England Secure Services Provider Collaborative which also covers services in Norfolk, Essex, and parts of Hertfordshire. The Northside Clinic in Norwich and Brockfield House are the neighbouring NHS medium secure providers.

CPFT provides community forensic mental health services based in Peterborough (North) and Cambridge (South). Both community teams are multidisciplinary with community psychiatric nurses, occupational therapists, support workers and forensic psychologists.

The main purpose of the forensic community service is to assess and provide specialist treatment to people with mental disorder in the community who pose or could pose a significant risk of causing serious harm (usually physical) to others. Most, but not all, individuals registered with the service have been convicted of serious violent offending. The ethos is the safe management of risk through effective treatment and care.

Men and women from the locality who require low secure psychiatric inpatient care are detained at the Trust's secure unit, George Mackenzie House.

## **Key Clinical Responsibilities**

The postholder will provide psychiatry expertise and day to day treatment of inpatients under the direction of the three Responsible Clinicians at George Mackenzie House.

High visibility on the ward and engagement with daily handover meetings. Regular review of patient mental states and risk levels.

Active participation in ward rounds and CPA meetings. Preparation of reports and giving evidence before tribunals.

Treatment needs to be delivered in a timely and consistent manner in accordance with the recovery model. The postholder will provide or oversee ongoing treatments to patients which are evidence based and supported by NICE guidelines.

The postholder is expected to be committed to a multidisciplinary approach to care, contribute actively to multidisciplinary and formulation meetings, and work in close collaboration with team members, care coordinators, other CPFT services. Supportive and good working relationships are essential.

The postholder will undertake secure hospital access assessments under supervision.

The postholder is expected to play an active role in clinical governance in the unit and attend relevant meetings.

There will be clinical duties relating to the three forensic beds on Mulberry Ward under the direction of the Responsible Clinician.

There is scope for the involvement in outpatient work. The North and South forensic community services have well established multidisciplinary teams and have close working relationships with the forensic inpatient service. Many professional staff work across both the forensic community and inpatient services so that continuity of care is optimised, and patient care is progressed in a timely manner.

The postholder will be expected to contribute to the collection of clinical information to ensure further service developments and to enable audit.

The postholder is encouraged to undertake relevant research and there are links with the Institute of Criminology at Cambridge University.

## **Professional Responsibilities**

The postholder will conduct themselves in a manner consistent with the GMC's Good Medical Practise.

The postholder is expected to participate in the Trust's annual appraisal process, job planning and GMC revalidation.

The postholder will keep in good standing with the RCPsych annual CPD requirements. The postholder will complete relevant mandatory training.

The postholder undertakes, exceptionally, to be available for such irregular commitments outside normally rostered duties as are essential for continuity of patient care.

### **Notes**

- a) This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties, which fall within the grade of the job, in discussion with the line manager.
- b) This job description will be reviewed regularly in the light of changing service requirements, including the possibility of the work base changing to one of the other services within the Trust boundary of Cambridgeshire and Peterborough. Such a change would be discussed with the postholder and would form the basis of a revised job plan.
- c) The job plan is subject to review annually. All doctors participate in annual appraisal and will re-validate with the General Medical Council. Collection of 360 degree feedback and patient feedback for these purposes is now routine.
- d) If the appointee has Mental Health Officer status under the NHS Superannuation Scheme this will be retained.

### **Working Arrangements**

There is secretarial support from the Admin Hub, and access to PC. Remote IT access facilities are available, including mobile phone and remote working laptop.

### **Continuous Professional Development (CPD) and Study Leave**

To comply with CPD requirements. The postholder will be entitled to 30 days study leave every 3 years. The budget per annum is presently £600.

The post holder will have access to many locally organised academic events, both within the adult and specialist directorate, the wider trust and through the university department of psychiatry.

All requests for leave, whether funding is requested or not, are considered by the Medical Staff Study Leave Committee, in keeping with the terms and conditions of service. Study leave is not granted retrospectively. If leave is approved, the Committee will authorise an appropriate contribution towards expenses. The current maximum allowance for reimbursement of expenses by the Study Leave Committee is £600 per annum. While there is some flexibility about the allocation of time, money cannot be carried over from one year to the next.

### **Arrangements for Leave**

This is arranged with colleagues and requires the approval of the clinical lead in accordance with standard Trust/NHS regulations. Six weeks notice should be given to allow for proper planning. This includes all forms of leave.

So far as it is consistent with the proper discharge of the above duties the postholder undertakes to deputise from time to time for absent colleagues. The postholder undertakes, exceptionally, to perform additional duties in occasional emergencies and unforeseen circumstances.

## Pension and Life Insurance

NHS contributory pension scheme. Life Insurance covered with NHS superannuation scheme. There is an alternative scheme available and employees have the option to have their own arrangements.

## INDICATIVE TIMETABLE

The specific scheduling of clinics/ward rounds may vary.

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>AM</b>	Handover Tribunals/CPAs	Ward round	Handover Tribunals/CPAs	Ward round	Handover Outpatient clinic
<b>PM</b>	Access assessment	SPA/report writing	Inpatient work	Inpatient work	GMH governance meetings

<sup>1</sup>Note that SPA time includes CPD-related activity, supervision of self or others, teaching, participation in governance within the trust such as clinical audit, research, quality assurance and the development of services. There are weekly lunchtime CPD events hosted by the Trust and Cambridge University.

## PERSON SPECIFICATION

	Essential Criteria	Desirable Criteria
<b>Education/ Qualifications</b>	<ul style="list-style-type: none"> <li>– Full GMC registration and licence to practice</li> <li>– MBBS or equivalent.</li> </ul>	<ul style="list-style-type: none"> <li>– MRCPsych or equivalent</li> </ul>
<b>Entry criteria for the grade:</b>	<ul style="list-style-type: none"> <li>– Shall have equivalent experience and competencies recognised by GMC</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>– Proven experience of good working relationships</li> <li>– Experience of effective multi-disciplinary working</li> <li>– Experience of teaching and supervision of doctors in training.</li> </ul>	<ul style="list-style-type: none"> <li>– Publications in the field of psychiatry</li> </ul>
<b>Skills/Ability/ Knowledge</b>	<ul style="list-style-type: none"> <li>– Knowledge of policy and legislation relating to mental health.</li> <li>– Decision-making and problem solving skills.</li> <li>– Management skills.</li> <li>– Ability to take a clinical lead.</li> <li>– Able and willing to represent department at Trust wide meetings.</li> <li>– Able to work and build relationships with others.</li> <li>– Ability to travel</li> </ul>	
<b>Qualities/ Attributes</b>	<ul style="list-style-type: none"> <li>– Able to demonstrate reflective practice.</li> <li>– Approachable and flexible.</li> <li>– Reliable.</li> <li>– Ability to demonstrate/develop and understanding of service within the wider context of NHS Mental Health Services and PCTs.</li> </ul>	<ul style="list-style-type: none"> <li>– Experience of developing services in a constantly changing environment within tight budgetary restraints</li> </ul>
<b>Equality</b>	<ul style="list-style-type: none"> <li>– Demonstrate understanding of acceptance and commitment to the principles underlying equal opportunities.</li> </ul>	

## CAMBRIDGESHIRE AND PETERBOROUGH NHS FOUNDATION TRUST

Cambridgeshire and Peterborough NHS Foundation Trust provides integrated community and mental health, learning disability and social care services to 891,000 residents.

CPFT employs more than 3,400 staff. Our main bases are at Fulbourn Hospital, Cambridge and the Cavell Centre, Peterborough, but our staff are based in more than 50 locations. There are three clinically facing directorates:

- Adult and Specialist Services
- Older People and Community Services
- Children, Young People and Families

Details of the Trust can be found at [www.cpft.nhs.uk/](http://www.cpft.nhs.uk/) and details of the Cambridge University of Developmental Psychiatry can be found at [www.psychiatry.cam.ac.uk/dev/](http://www.psychiatry.cam.ac.uk/dev/)

The Trust covers a mixed rural and urban area within the cities of Cambridge and Peterborough and market towns in Huntingdonshire, Fenland, East Cambridgeshire and South Lincolnshire; serving a population of about 800,000 within the administrative boundaries of Cambridgeshire County Council, Peterborough City Council, the Cambridgeshire, Peterborough Primary Care Trust and some GP practices in South Lincolnshire and West Suffolk. Services are delivered locally by multidisciplinary teams. Some services are provided regionally and nationally; this includes three Tier 4 CAMH inpatient units, a Childrens unit, a general adolescent unit and a specialist adolescent eating disorders unit.

CPFT is a designated Cambridge University Teaching Trust and a member of Cambridge University Health Partners, one of only five Academic Health Science Centres in England. CPFT encourages its staff to work closely with the Cambridge University and the Medical School to pursue academic and teaching interests.

We are committed to supporting all staff to integrate research into their roles, to enhance their professional development, benefit patients with evidence-based practice, improved care and treatment and advance medical and scientific knowledge. Our Research and Development team works with CPFT staff and professionals from other organisations to deliver high quality research in physical and mental health, dementia and learning disabilities. [https://twitter.com/CPFT\\_Research](https://twitter.com/CPFT_Research)

### CPFT's Mission

Our mission is to put people in control of their care. We will maximise opportunities for individuals and their families by enabling them to look beyond their limitations to achieve their goals and aspirations.

In other words: "To offer people the best help to do the best for themselves."

We are committed to the core NHS values which we underpin in all that we do -

- Working Together for Patients
- Compassion
- Respect & Dignity
- Everyone Counts
- Improving Lives
- Commitment to Quality of Care



	<b>Behaviour</b>	<b>How we will demonstrate this behavior</b>
<b>Professionalism</b>	We will maintain the highest standards and develop ourselves and others	By demonstrating compassion and showing care, honesty, and flexibility
<b>Respect</b>	We will create positive relationships	By being kind, open and collaborative
<b>Innovation</b>	We are forward thinking, research focused and effective	By using evidence to shape the way we work
<b>Dignity</b>	We will treat you as an individual	By taking the time to hear, listen and understand
<b>Empowerment</b>	We will support you	By enabling you to make effective, informed decisions and to build your resilience and independence

## **SERVICE PROVISION**

### **The Adult and Specialist Directorate**

The directorate provides acute and primary and secondary community psychiatric care for patients between the ages of 18-65. We also provide specialist services including forensic psychiatry, learning disabilities, liaison psychiatry, eating disorders, personality disorder services, early intervention psychosis and perinatal psychiatry.

The other services in CPFT include:

#### **Adult Community Care**

Adult Community services are organised into locality teams aligned with GP surgeries and primary care.

- Cambridge North Adult Locality team: Union House, Cambridge
- Cambridge South Adult Locality team: Union House, Cambridge
- Huntingdon Adult Locality team: Newtown Centre, Huntingdon
- Fenland Adult Locality team: Agenoria House, Wisbech
- Peterborough & Borders Adult Locality team: Gloucester Centre, Peterborough

The locality teams have strong links with the GPs and primary care services through senior mental health clinicians (PRISM) working with groups of GP practices.

Specialist services working closely with all localities:

- CAMEO, which is an early intervention in psychosis service for people experiencing their first episode psychosis
- Personality Disorders Community Service – for people with personality disorders
- Perinatal

### **Early Intervention Services (CAMEO Team)**

CAMEO is a service for people aged 17 to 35 years old who are experiencing a first episode of psychosis. The focus is on recognising and treating psychotic experiences early in order to provide better outcomes and an improved chance of recovery. The Team provides biopsychosocial care and treatment over a 2-year period. In addition to optimising pharmacological intervention, the service provides several psychological treatments including cognitive behaviour therapy, group and individual work, family work and brief family focus groups, and a range of interventions to help people to get back to college, work and develop social skills and support with finances. It also offers assessment advice and information about other relevant services to people who are at risk of developing psychosis. The service has strong research links with Professor Perez as clinical lead.

### **Personality Disorder Pathway Team**

The PD Pathway Team is a NICE compliant tertiary service for patients who have complex needs with the majority having severe personality difficulties. The PD Pathway Team offers a comprehensive assessment service followed up by a therapy-based treatment programme which includes case management, formal therapy interventions etc. They work in partnership with our patients, carers and other psychiatric services to manage high risk and impairment. The trust is currently part of a national pilot of broadening the psychosocial treatment offer to patients with less severe or complex personality difficulties and emotional dysregulation.

### **Adult Acute Services**

Acute Care in Adult Services comprises 8 wards and 2 crisis teams. There are other specialist wards like eating disorder units, low secure units, learning disability wards, etc. which are in the Specialist Services Directorate, older people's wards which are in the Integrated Care Directorate and children's units within the Children's Directorate. The Adult Acute Care services and the locations are as follows:

- Cambridge
  - Mulberry 1 (3-day assessment unit)
  - Mulberry 2 (3-week treatment unit)
  - Mulberry 3 (3-month recovery unit)
  - Crisis Resolution Home Treatment Team (Cambridge)
  - Springbank Ward (Personality Disorder Unit)
- Peterborough
  - Oak 1 (3-day assessment unit)
  - Oak 2 (3-week treatment unit)
  - Oak 3 (3-month recovery unit)
  - Poplar (Psychiatric Intensive Care Unit)
  - Crisis Resolution Home Treatment Team (North)

### **Springbank**

Springbank Ward is a specialist 12 bedded unit for women with a diagnosis of severe Personality Disorder. It is configured to take patients from within CPFT as well as from out of area placements.

### **Crisis Resolution Home Treatment Team**

The Crisis Resolution Home Treatment Team provides rapid crisis resolution and treatment as alternatives to an admission for adults of working age (17 to 65). The catchment area covers Peterborough, Huntingdon and Fenland. In addition to the gate keeping role for all admissions, the Team works closely with the inpatient wards to facilitate early discharge and provide home treatment. The Team works round the clock 24/7, 365 days a year. Mental

Health practitioners in the Team come from varied backgrounds; nurses, social workers, support, time and recovery workers, peer support workers, providing a good skill mix. A range of therapeutic options, pharmacological and psychological are used in home treatment. The Team also works closely with carers and families and provides psycho education. Depending on treatment outcomes and complexity of the episode, patients are either discharged back to primary care or are referred to community teams for follow up.

### **Acute Assessment Unit (up to 3 days)**

The role of the Acute Assessment Unit is to provide a safe holding environment to conduct a thorough assessment for patients in whom a one-off Crisis Resolution Home Treatment assessment might not be adequate. The staff team in the Acute Assessment Unit and the Crisis Team work very closely to provide a seamless service for unwell patients.

### **Treatment Unit (up to 3 weeks)**

The treatment ward is responsible for delivering evidence based inpatient interventions. These would have been decided in a collaborative fashion as part of the assessment in the Acute Assessment Unit. The focus is on enabling patients to attain a state in which they feel clinically safe to take on the challenges that exist in the community. Recovery principles are at the heart of the interventions that are delivered.

### **Recovery Unit (up to 3 months)**

The recovery unit aims to provide a high standard of care and treatment in a safe and therapeutic setting following an acute phase of illness. The aim of the service is to work with the patient to develop and strengthen their skills to allow them to live as independently as possible. The unit provides short term rehabilitation and recovery programmes, and our aim is to help the patient to find links in their local community.

### **First response team**

The First Response Service provides assessment and support to people in mental health crisis 24/7. Working with existing teams, the First Response Team responds to urgent referrals from emergency services via NHS 111. The Sanctuary, run by Mind in partnership with FRS, provides a safe space to provide support and de-escalation. FRS has also developed strong working relationships with the mental health practitioners in the Integrated Police Control Room that provide advice and support to the police. They can arrange admission or home treatment and refer on to Locality teams if needed

### **Liaison Psychiatry**

The Trust wide liaison psychiatry service covers four acute teaching hospitals: Peterborough City Hospital and Hinchingbrooke Hospital (NWAFT), Addenbrookes Hospital and Papworth.

Liaison psychiatry or psychological medicine provides assessment and treatment for patients who are admitted to an acute hospital with a comorbid acute physical illness. This includes inpatient wards and the emergency department. In addition to consultation, the team provides training, advice and guidance for clinicians and governance in the hospital. Subspecialties include substance misuse, old age psychiatry, trauma, transplant, psychoncology and paediatric psychology

### **Perinatal Psychiatry**

This is a relatively new service and due further expansion. This is a multidisciplinary team providing specialist mental health care and treatment for mothers and babies in the pre- (including preconception) and post-natal period. The service will also expand to provide more support for partners.

## **Eating disorders**

The trust provides community specialist eating disorders assessment and treatment for patients with eating disorders in Cambridgeshire, Peterborough and part of Norfolk. The service is expanding to be able to provide holistic psychological and associated physical health monitoring to a greater number of patients. We also provide a specialist inpatient unit for the region.

## **GENERAL CONDITIONS OF APPOINTMENT**

The person appointed to this post will be expected to cover for colleagues' absence from duty based on mutually agreed arrangements with the Department and with the Employing Trust.

The Trust requires the successful candidate to have and maintain full registration with the General Medical Council and take part in continuing professional development. Study leave is 30 days in 3 years. The budget per annum is up to £600. There are local CPD activities available weekly.

Dependent upon the date of the last medical examination for a post within the NHS, the appointee may be required to undergo a medical examination.

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 employment 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.

## **Equality and Diversity**

The Trust is committed to equality and diversity and works hard to make sure all staff and service users have access to an environment that is open and a free from discrimination. As a Trust we value the diversity of our staff and service users, and therefore recognise and appreciate that everyone associated with the Trust is different and so should be treated in ways that are consistent with their needs and preferences.

Therefore, all staff are required to be aware of the Trust's Equality and Diversity Policy and the commitments and responsibilities the Trust must

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

We firmly believe that it makes good business sense to have a workforce representative of the communities we serve and so encourage applications from all sections of the community.

## **Interview expenses**

Reimbursed interview travel and subsistence expenses are limited to two preliminary site visits, provided the successful candidate accepts an offer of employment if one is made. This applies to travel within the UK.

## **Contacts**

Potential candidates can contact any of the following for information or to arrange a visit:

Dr Alan Smith, Consultant Forensic Psychiatrist and Directorate Forensic Clinical Lead  
[Alan.smith@cpft.nhs.uk](mailto:Alan.smith@cpft.nhs.uk)

Dr Caroline Meiser-Stedman, Consultant Psychiatrist and Clinical Director  
[Caroline.meiser-stedman@cpft.nhs.uk](mailto:Caroline.meiser-stedman@cpft.nhs.uk)

Anne-Marie Paul Service Manager - Criminal Justice Pathway  
[Anne-Marie.paul@cpft.nhs.uk](mailto:Anne-Marie.paul@cpft.nhs.uk)

## **APPENDIX 1**

### **University of Cambridge: School of Clinical Medicine and Department of Psychiatry**

CPFT is a University of Cambridge Teaching Trust and member of Cambridge University Health Partners (Academic Health Science Centre). The Trust works collaboratively with the University of Cambridge Clinical School and is a partner in NIHR Applied Research Collaboration for the East of England

The School of Clinical Medicine is situated on the Addenbrooke's Campus in Cambridge. The Department of Psychiatry is one of the departments of the clinical school. The department has bases on the Addenbrooke's site, at Douglas House and on the Downing site.

The Psychiatry, Neuroscience and Clinical Psychology assessment unit was the one of the highest ranked in the UK in the 2014 Research Excellence Framework. It carries out a range of world-leading research including neuroimaging, epidemiology, neuroendocrinology, neuropsychology and treatment studies.

The School of Clinical Medicine admits around 165 students annually to the Clinical Course. The University established a 4-year Graduate entry programme in 2001, which accepts an additional 20 students annually. The clinical course is currently undergoing a major transformation, with more emphasis on a smaller set of core teaching, essential for all doctors, and more opportunity for students to select specialist placements. As part of the change, psychiatry teaching will become more integrated with the rest of the clinical course specifically neurology during the specialist placement but also embedding psychiatry across specialties and general practice. The post holder will be involved in providing some clinic-based teaching to medical students with additional opportunities to teach in more depth or support clinical examinations.

The department undertakes a wide range of research and grants have been awarded from several research bodies. The developmental psychiatry section houses the Autism Research Centre, the Centre for the Research of Learning Disability and a Developmental Affective Disorders research programme. Currently the section has funded research programmes in affective disorders; cognitive development; pervasive developmental disorders; Down's syndrome; Disruptive Behaviour Disorders; health service utilisation; psychiatric aspects of learning disabilities and neurogenetics and complex behavioural phenotypes. These research programmes within development psychiatry occur across the lifespan and involve genetic,

hormone, psychophysiological, social and executive cognition, clinical trials, neuro-imaging and public health services research.

Research funds include grants from the Medical Research Council, the Wellcome Trust, The Health Foundation, The NHS Executive and several other charitable Trusts.

The adult department has a wide range of research in general psychiatry including studies on epidemiology of early onset psychoses, functional neuroimaging, cognitive neuroscience, cognitive decline and Alzheimer's disease, neuropsychiatry and public health services research.