

Job Title: General Medicine Consultant

Department: Local Services

Sector: Care Group 2 Division 3



## About Us:

Mid and South Essex NHS Foundation Trust is now one of the largest in the country, with a workforce of approximately 15,000 who serve a population of 1.2 million people.

We work together, and in conjunction with [MSE Health and Care Partnership](#) to deliver excellent local and specialist services, to improve the health and wellbeing of our patients, and provide a vibrant place for staff to develop, innovate and build careers.

From facilities through to consultant specialists we want to be the best, to achieve this we need to recruit not just those who are the finest in their field but also those who have the potential to be. Yes, experience is important but so is outlook – if you are dynamic, forward- thinking, and enthusiastic we want you to join us.

We not only offer you a good working environment with flexible working opportunities, but also the opportunity to develop your career with access to appropriate training for your job and the support to succeed and progress.

If you join the MSE team, you may be working at one of or across our three main sites:

- Broomfield Hospital in Chelmsford
- Basildon and Thurrock Hospital
- Southend Hospital

So, whether you're looking for an entry level, apprentice role or your next exciting and fulfilling challenge within the NHS [browse our vacancies](#) to find the right role for you and start building your career with MSE today.

## Our Trust Values:

As a fully established, merged organisation, we've worked with you, our staff, to understand what it means to be part of Mid and South Essex NHS Foundation Trust. Our strategic goals clearly set out our purpose and ambitions, and our new values and behaviours show how we will work together, with each other, our patients, and our stakeholders, to achieve our aims.



### Excellent

We go all-out for excellence and put delivering exceptional care at the heart of everything we do.

### Compassionate

We act with care and compassion toward ourselves, patients, colleagues and our communities.

### Respectful

We appreciate the value of each other and nurture positive relationships. We ensure all voices are heard and respected.

## **Why join Mid & South Essex NHS Foundation Trust:**

The NHS is changing. We are entering a new era in healthcare: one where everyone has a choice of where they receive their treatment and there are core NHS principles which outline the provision of care.

This creates new and exciting challenges for us. Gone are the traditional hospital and community care settings, replaced by a competitive more commercial environment, where the Trust is judged on the whole experience, from technical excellence, through to care and comfort.

We want our hospitals to be the place where patients come first.

We want patients to leave us feeling that they made the right choice, that they have received the best care and have been treated with dignity and respect.

This requires the right people. Experience is obviously paramount, but so is the right attitude. We want people who will thrive in a competitive environment and who are willing to go the extra mile to make patients feel that they are important, and colleagues feel that you are an integral part of their team.

If you are looking to make a positive contribution and have the commitment, professionalism and dedication working for the benefit of our patients to really make a difference then we want to hear from you.

In return we provide staff with clear roles and responsibilities and rewarding jobs for teams and individuals that make a difference to patients, their families and careers.

We offer you a good working environment with flexible working opportunities, consistent with the needs of patients and with the way that people live their lives.

We will also provide you with personal development, access to appropriate training for your job and the support to succeed.

We will provide support and opportunities for you to maintain your health, well-being, and safety.

You will also be given opportunity to engage in decisions that affect you and the services you provide, individually through representative organisations and through local partnership working arrangements.

All our staff are empowered to put forward ways to deliver better and safer services for patients and their families.

We'll also give you the motivation by providing excellent career packages and benefits, combined with the opportunity to work with like-minded individuals. All we need from you is the necessary expertise and good people attitude.

## **Job Description**

**Consultant General Medicine**

**Awaiting RCP Approval**

**Mid & South Essex NHS Foundation Trust**

**Broomfield**

## Job Description

**Job Title:** Consultant in General Medicine

**PA's:** 10 Programmed Activities

**Period:** Permanent

**Reports to:** Clinical Director

### The Job Role:

These are newly created substantive roles designed with flexible working in mind. Successful candidates will work alongside 3 substantive Consultants.

### The Department of General Medicine

An exciting opportunity has arisen for four full-time consultants in the newly developing Department of General Internal Medicine in our hospital and the successful applicants will join our expanding team of experienced consultants. We are looking for candidates with a CCT or CESR in General medicine. Those working towards the CESR qualification who already have experience working at consultant level are encouraged to contact the department to discuss other options. We will support candidates' professional clinical areas of interest if they have any (e.g. Cardiology, Gastroenterology or Respiratory), this can include setting up outpatient clinics or procedure lists.

General Medicine at the moment has two wards of 25 patients each

The successful candidates will be supported by a team of junior doctors (of training and non-training grades), advanced practitioners, nurses, therapists, and in reach service of specialists across the hospital. Senior Clinical Fellows working toward a CESR in GIM will be attached to the department. Our goal is to provide a team able to look after patients that do not fall into the domain of a specific medical speciality or are thought to have complex medical problems involving multiple systems and co morbidities.

### MDT Arrangements:

On our acute wards the consultants facilitate twice daily board rounds with ward MDT input.

### Office Accommodation / Support:

Trained medical secretarial support will be available and suitable office accommodation will be provided. Secretarial support will be provided at a minimum of 0.5 WTE support. The post holder will share office space with a desk and IT support with access to Microsoft Office, the Hospital intranet, internet, and email facilities.

## **Clinical Duties:**

The Consultants are well supported by junior staff including 2 Trust Registrars The wards are also supported by roughly 6 junior doctors of varying grades

5 days a week ward rounds of one of two general medical wards. These wards will have patients who do not fall into the remit of a specific medical speciality or are thought to have complex medical problems involving multiple systems and co morbidities. These wards may also have patients of some specific medical speciality with clear plans documented from the speciality team

Diagnosing and treating a wide spectrum of clinical problems, ranging from the acutely ill young person to the elderly patients with multiple complex co morbidities.

Provide continued care both in the inpatient and outpatient setting for this patient group. The Internal Medicine physician would both direct treatment of such patients and arrange specialist care where needed.

Supervision of junior doctors (of training and non-training grades)

To follow patients throughout their clinical pathways.

2 outpatient general medicine clinics which will have patients from new GP referrals and discharged patients from the ward

## **Organisational Duties:**

- Promote a friendly and team based working environment – in line with our Trust Values.
- To undertake managerial and budgetary responsibilities as required.
- Teaching of primary care colleagues and junior medical staff through mixture of case-based review and formal teaching activity

## **Clinical Governance:**

To provide clinical services in line with the Trust's clinical governance arrangements which is designed to ensure that agreed quality standards are achieved. These requirements include: -

### **Audit:**

To undertake audit of clinical practice within the department to ensure that current standards and evidence-based practice are applied.

### **Continuing Professional Development:**

All Consultants are required to maintain and develop their clinical skills. Individual training and development needs will be identified through an appraisal process. The Trust supports the requirements for continuing professional development (CPD) and is committed to providing time and financial support for these activities.

### **Risk Management:**

To work within the Trust's clinical risk management policies and in particular to participate as appropriate in clinical incident reporting.

### **Appraisal and Development:**

All Consultants in the Trust are required to participate in the Trust's appraisal process. A trained, Trust-nominated appraiser conducts this. It is expected that the successful candidate will comply with the appraisal process. Yearly appraisals are a mandatory requirement as a part of the GMC Revalidation cycle for all medical staff in the NHS.

**Job Plan:**

The Clinical Director and General Manager are responsible for the review of the job plan in conjunction with the post-holder. The job plan for the first three months will be based on the provisional timetable shown below.

A formal job plan will be agreed with the appointee and their Clinical Director, on behalf of the Medical Director, three months after the commencement date of the appointee. This will be signed by the Chief Executive and will then be reviewed annually, following an Appraisal Meeting.

It is expected that the job planning process will be approached with professionalism, honesty and transparency.

**Weekly Timetable:**

The changing nature of the contracting process makes it essential that all consultants have a flexible approach to working arrangements which may include innovative working patterns, including 7 days working in the future. The job plan will be reviewed at a 3, 6 and 12 monthly interval following initial appointment.

The job plan (for a full-time contract) will consist of the following (provisional timetable below):

- Direct Clinical Care: 8.5 PAs on average per week  
(Includes clinical activity, clinical related administrative activity, predictable and unpredictable work)
- Supporting Professional Activities: 1.5 PAs on average per week  
(Includes CPD, audit, teaching and research)

Additional payment for on call will be calculated once job plan is finalised (if applicable to role).

Planning for lunch/ travel time will be include in the ongoing formal job planning discussion.

	AM	PM
Monday	Ward Round (DCC)	Outpatient Clinic (DCC)
Tuesday	Ward Round (DCC)	SPA
Wednesday	Ward Round (DCC)	Admin/Specialist interest
Thursday	Ward Round (DCC)	SPA
Friday	Ward Round (DCC)	Admin

**On Call Availability**

**General Medicine On call (Optional)**

The Physician of the Day on call operates a 1:22 rota. The medical takes are split between day and overnight. The day on-call physician is 'on take' from 2pm to 9.30pm. The overnight

on-call physician is on call from home from 9.30pm and undertakes a post-take round at 7.30am the next day. **The Medical Take Team provide junior doctor support.**

The on-call availability supplement is 3%.

### **General Statement:**

### **Mentoring:**

All new consultants will be provided with a mentor from the consultant body in order to aid professional development and provide advice.

### **Management:**

The appointee will be expected to take part in day-to-day business management to ensure smooth running of services, and to contribute to service development, including review of consultant job plans where necessary from time to time.

### **Appointment to the post:**

The appointment will be made by the Board on the recommendation of an Advisory Appointments Committee, constituted in terms of the Guidance on Advisory Appointments Committees. Any person suitably qualified and experienced who is unable for personal reasons to work full-time, will be eligible to be considered for the post for part-time hours.

The appointment is subject to Medical and Dental Terms and Conditions of Service for Consultants (England) 2003. It is subject to the National Health Service (Superannuation) Regulations. The conditions are exclusive of appeal rights to the Secretary of State (Section 190).

### **Policies & Procedures:**

You are required to comply with the Trusts Policies and Procedures.

### **Information Security and Confidentiality:**

- All person identifiable information must be held in the strictest confidence and must be disclosed only to authorised people in accordance with the 1997 Caldicott recommendations, 2018 Data Protection Act, ratified information sharing protocols and patient consent.
- Where there is any doubt, the post holder must seek advice from the Caldicott Guardian or deputy. A breach of confidentiality may result in disciplinary action being taken in accordance with the Trust's disciplinary procedure.
- It is the responsibility of the post holder to abide by all organisational policies and procedures, particularly those in the information security section of the policy folder.

- To meet the requirements of the 2018 Data Protection, Act the post holder is responsible for the maintenance of up to date and timely data entry and to ensure that information processed is safeguarded, securely stored and safely disposed of.
- To maintain data quality, it is essential that clinical information extracts and reports are validated by the appropriate clinician prior to distribution.

### **Information Governance:**

- All staff must be familiar with and comply with the contents of the Information Governance Handbook, a personal copy will be provided at Induction to all staff.
- All staff are required to maintain confidentiality of patient and Trust's information as set out in the Trust's Confidentiality Policy.
- All staff are required to read and comply with all policies that are issued relating to the electronic security of Trust's information.
- All staff who create, access, transfer, modify sensitive Trust's records have a responsibility to be both accurate and timely and ensure that all the information that they record either on paper or electronically is complete.

### **Confidentiality:**

- Your attention is drawn to the confidential nature of information collected and used throughout the NHS. The unauthorised use or disclosure of patient, staff or other personal information is a dismissible offence. The unauthorised disclosure of information could also result in a prosecution for an offence, or action for civil damaged, under the Data Protection Act.
- All matters relating to patients' diagnosis and treatment, staff or the Financial or contractual position of the Trust are strictly confidential and under no circumstances is such information to be divulged or passed to any unauthorised person(s) under penalty of summary dismissal.
- All staff should take particular care relating to the electronic storage and transfer of confidential information. This should only be done in accordance with the Trust's Information Security Policy.

### **Equal Opportunities and Diversity:**

The Trust has an absolute commitment to equal opportunities based on sound management practice, respect for the individual and legislative compliance. The post-holder must at all times carry out his/her responsibilities with regard to the Trust's Equal Opportunities Policy & the Race Equality Scheme.

## **Health and Safety & Risk management**

Employees must be aware of the responsibilities placed upon them under the Health and Safety Work Act 1974, to ensure that the agreed safety procedures are carried out to maintain a safe working environment for patients, visitors and employees.

Employees must wear personal protective equipment where provided.

All employees are expected to comply fully with the Trust and Departmental fire policies and procedures to meet their responsibilities in relation to fire safety. All staff are also expected to maintain safe infection control practices at all times.

All employees are responsible for reporting any accidents, untoward occurrence and potential hazards to their Head of Department even no injury or property damage has resulted.

### **Relocation Expenses:**

Relocation expenses may be available subject to eligibility in line with the Trusts policy.

### **Health Clearance:**

The appointment is made subject to satisfactory fitness for practice. The candidate will therefore be required to complete a pre-employment health screening questionnaire and may/will subsequently be required to attend for health screening.

### **Revalidation:**

The trust has the required arrangements in place, to ensure that all doctors have an annual appraisal with a trained appraiser and supports doctors going through the revalidation process.

### **Registration:**

The appointed candidate will be required to be fully registered with the General Medical Council and hold a license to practice

### **Rehabilitation of Offenders Act:**

Because of the nature of the work of this post, it is exempt from the provision 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 provisions of the Act, and in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by Basildon and Thurrock University Hospital. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the order applies.

## **Terms and Conditions of Service:**

The appointment is subject to Medical and Dental Terms and Conditions of Service for Consultants (England) 2003.

Applicants must have full and specialist registration with the General Medical Council (or be eligible for registration within 6 months of interview).

Holder of Certificate of Completion of Training (CCT), or within six months of award of CCT or equivalent by date of interview.

The starting salary for new Consultants is £84,559 per annum.

## **Annual and Study Leave**

The annual leave is 30 working days plus two statutory day holidays which rises to 34 days with more than 7 years' service as an NHS Consultant.

All consultants are expected to take advantage of study leave to maintain and develop their clinical skills to comply with CME requirements.

Study leave is available as provided for under the Terms and Conditions of Service and Hospital Medical and Dental Staff. Study leave consists of 30 days over a three-year period commencing from date of employment. Currently Consultants are allowed up to £1000 per financial year (1st April – 31st March) in line with the Trusts Study Leave Guidelines for Consultants and Specialty Doctors.

Approval of annual and study leave is subject to the procedures set out within the individual departments and the Postgraduate Medical Centre for study leave.

Post holders are required to follow the Trust annual leave policy and procedure for approval.

So far as is practical, the Consultant appointed will be expected to share in the provision of cover for the annual and study leave of other Consultants in the specialty.

## **Termination of Contract:**

Termination of the appointment is subject to three months' notice on either side.

## **Private Practice:**

The successful applicant may undertake private practice in accordance with the Schedules 9 & 10 of Terms and Conditions of Service. However, where such practice might conflict directly with the Trust's interests, the Appointee must bring this to the attention of the Medical Director.

## **Medical Indemnity:**

The Trust is financially responsible for the negligent acts and omissions of consultant medical and dental staff in the course of their Trust employment. If, however, any private practice, within an NHS hospital or any other hospital is undertaken, the appointee will be personally responsible for subscribing to a recognised defence

organisation. The Trust will not be responsible for category 2 (e.g., reports for insurance) or 'Good Samaritan' Acts. Health Circular HC (89) 34 provides full details of 'Claims of Medical Negligence against NHS Hospital and Community Doctors and Dentists'.

The Department of Health advises practitioners to maintain defence body membership in order to ensure they are covered for any work which does not fall within the scope of NHS Indemnity.

**Place of Work:**

The appointee will be based at Broomfield site however may be required to work at other sites within the Trust. The appointee will be fully consulted regarding any changes to job plan.

It is desirable for the appointee to have their own transport.

**No Smoking Policy:**

It is the policy of the Trust to promote positive health. Smoking, therefore, is prohibited in all buildings and the grounds of the hospital.

**Security:**

In the interests of safety and security the appointee will be required to wear Hospital Staff Identification Badge at all times whilst at work.

**Person Specification**

Criteria	Essential	Desirable
<b>Qualifications</b>	<p>MBBS or Equivalent</p> <p>Entry on GMC Specialist Register; eligible for entry on Register or within six months of receipt of Certificate of Completion of training (CCT) at time of interview</p> <p>Evidence of completion of specialist training or equivalent</p> <p>MRCP (UK) or equivalent</p>	<p>MD/PhD or other higher degree</p> <p>Postgraduate diploma</p> <p>ALS</p>
<b>Experience and Knowledge</b>	<p>Evidence of thorough and broad training and experience in the specialty.</p> <p>Comprehensive knowledge in the specialty and ability to offer expert clinical opinion on range of problems.</p> <p>Experience of working independently as a senior clinician</p> <p>Experience of inter-agency working</p> <p>Experience of teaching trainees / multidisciplinary staff</p> <p>Demonstrates good knowledge of the structures and culture of the NHS, roles, responsibilities and relationships across the MDT and the multi-professional team</p> <p>Able to take full and independent responsibility for delivering service without direct supervision.</p>	<p>Previous experience as a General Medicine Consultant (locum or substantive)</p> <p>A special interest with another specialty complementing those currently in the directorate.</p> <p>An interest in managing frailty in acute care, orthogeriatric or movement disorders would be particularly welcome</p>
<b>Teaching Experience</b>	<p>Knowledge and experience of supervising undergraduates, junior doctors and other staff</p> <p>Ability to teach clinical skills</p> <p>Interest in, and knowledge of, advances in medical education and training.</p> <p>Ability to operate within a teaching / training culture</p>	

	<p>Interest in, and knowledge of, advances in medical education and training.          Ability to operate within a teaching / training culture</p> <p>Ability to encourage on-going learning both in self and others</p>	
<b>Research/Audit Experience</b>	<p>Knowledge of the principles of research/audit and ability to interpret and apply clinical research.</p> <p>Ability to apply research outcomes to clinical and surgical problems</p>	<p>Recent published clinical research in peer reviewed journal.</p> <p>Ability to supervise postgraduate research</p>
<b>Communication skills</b>	<p>Excellent verbal and written skills.</p> <p>Ability to communicate effectively with clinical colleagues, other specialties and support staff</p> <p>Evidence of management experience or training.</p> <p>Ability to advise on efficient and smooth running of specialist service</p> <p>Ability to manage and lead department</p>	
<b>Personal Skills</b>	<p>Ability to develop effective working relationships on an individual and multi-disciplinary basis with all levels of staff</p> <p>Able to organise and prioritise workload</p> <p>Ability to take responsibility and show evidence of leadership</p> <p>Ability to adapt and respond to changing circumstances</p> <p>Ability to work under pressure</p> <p>Willingness to undertake additional professional responsibilities at local, regional or national level</p> <p>Caring, honest and reliable</p>	<p>Patient / staff awards for team-working / patient care / shared values</p>
<b>Other</b>	<p>Ability to travel between sites</p>	<p>Own transport</p>

