Job Description

Job title:	Clinical Research Fellow - Trust Doctor in Medicine
Division:	Research and Development
Board/corporate function:	Corporate Board
Salary band:	MT03
Responsible to:	CRF Director and Infection Clinical Lead
Accountable to:	Senior Trial Investigators and Infection Divisional Clinic Director
Hours per week:	40h per week Full Time
Location:	NIHR UCLH Clinical Research Facility (CRF) sites across Trust and 250 Euston Road, NW1 2PG

University College London Hospitals NHS Foundation Trust

University College London Hospitals NHS Foundation Trust (UCLH) is one of the most complex NHS trusts in the UK, serving a large and diverse population.

We provide academically-led acute and specialist services, to people from the local area, from throughout the United Kingdom and overseas.

Our vision is to deliver top-quality patient care, excellent education and world-class research. We provide first-class acute and specialist services across eight sites:

- University College Hospital (incorporating the Elizabeth Garrett Anderson Wing)
- National Hospital for Neurology and Neurosurgery
- Royal National Throat, Nose and Ear Hospital
- Eastman Dental Hospital
- Royal London Hospital for Integrated Medicine
- University College Hospital Macmillan Cancer Centre
- The Hospital for Tropical Diseases
- University College Hospitals at Westmoreland Street

We are dedicated to the diagnosis and treatment of many complex illnesses. UCLH specialises in women's health and the treatment of cancer, infection, neurological, gastrointestinal and oral disease. It has world-class support services including critical care, imaging, nuclear medicine and pathology.

We are committed to sustainability and have pledged to become a carbon net zero health service, embedding sustainable practice throughout UCLH. We have set an ambitious target of net zero for our direct emissions by 2031 and indirect emissions by 2040.

The UCLH Research Directorate is made up of the Joint Research Office, the NIHR UCLH Biomedical Research Centre and NIHR UCLH Clinical Research Facility (CRF). The CRF is a well-established Facility covering two sites; i) a comprehensive Cancer and Medical research facility at Tottenham Court Road, and ii) the Leonard Wolfson Experimental Neurology Centre is a dedicated neuroscience experimental medicine facility at the National Hospital for Neurology and Neurosurgery (NHNN) at Queen Square (QS).

Job Purpose

The post holder will be required to work as a Clinical Research Fellow taking responsibility for the coordination and support of COVID-19 vaccine studies and other relevant clinical trials with a focus on infectious diseases, such as monkeypox and influenza. They will additionally support clinical research activities in the division of infection, with opportunities to contribute to the day-to-day clinical activities in the division. As the post holder will be based within the NIHR UCLH Clinical Research Facility, there will also be an opportunity to work on clinical research projects in a wide range of therapeutic areas that are part of the CRF portfolio.

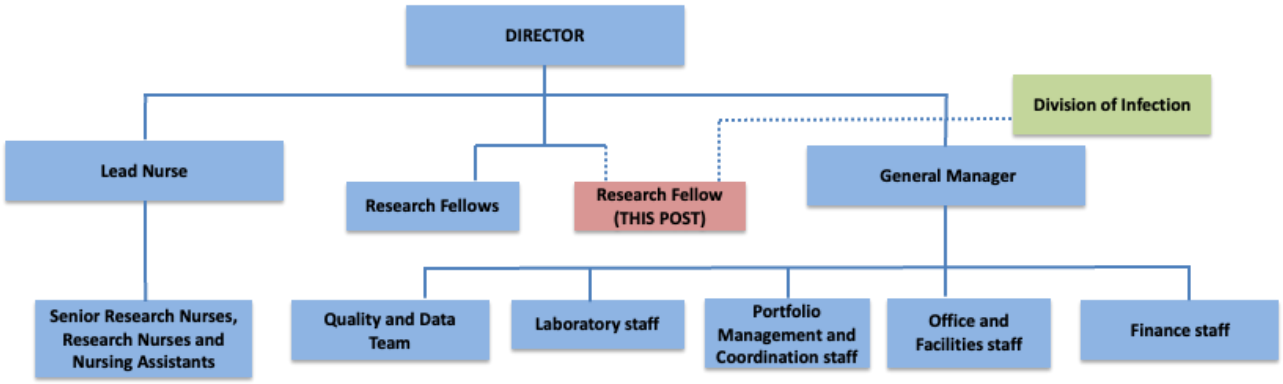
The primary role of the post holder is to undertake medical duties in line with the highest safety standards for study participants and in compliance with Ethical and Good Clinical Practice principles and regulatory standards. The post holder will be delivering day-to-day research – i.e. following the protocol, assessing suitability and obtaining consent for research, undertaking full medical assessments of clinical trial participants including full physical and neurological examinations, ECG interpretation, laboratory test interpretation. Responding to safety concerns regarding study participants is a key function of this role so experience regarding the acute assessment of the unwell patient and ALS certification is essential. There will be opportunities for the post-holder to undertake lead on both research and quality improvement projects in the infection division.

Whilst the post is not formally approved for physician training from Core Medical Training (CMT) or Specialty Training (ST), it provides an ideal opportunity for gaining experience in clinical research, including clinical trials, and we would welcome applicants with a broad range of general medical experience including GIM, Infectious Diseases, General Practice and Emergency Medicine. The post holder will have access to the resources and opportunities that are available to specialist trainees in the departments of Clinical Virology, Microbiology and Infectious Diseases and will collaborate with clinical teams, other fellows, nurses, other clinical staff and laboratory biomedical scientists.

Key Working Relationships

- CRF Director
- CRF Senior Clinical Research Fellow
- CRF Lead Nurse

- CRF General Manager
- CRF Research Nurses
- CRF Quality Assurance Manager
- CRF Trial Coordinators and Data Managers
- CRF Finance Manager
- Principal Investigators
- Clinical Research Fellows
- Study Teams
- Trust service support departments
- General Practitioners
- Senior academics
- Infection division research nurses
- Divisional Clinical Director for Infection
- Consultants, trainees and nurses within the infection division



Key Results Areas

Research

- Ensure that the approved study protocols are followed at all times
- Conduct clinical research according to current legislation and ICH GCP
- Review study documentation and complete appropriate sections of Case Report Forms and Electronic Health Records; ensure that they are completed within appropriate time guidelines

- Create and maintain files of current protocols and patient information sheets/consent forms in the appropriate clinics and departments

- Assist in the development and maintenance of databases as appropriate

- Participate in research meetings, weekly clinical meeting with principal investigators and internal seminars as needed

- Participate in the Quality Assurance process relating to the implementation and recording of clinical trial activities and contribute to the implementation of recommendations for corrective and preventative actions

- Provide medical advice for the development of new clinical studies in healthy volunteers and patients

- Independently present/publish scientific reports on the outcomes of completed clinical studies and provide peer reviews in chosen therapeutic areas

- Maintain accurate and accessible research records and medical notes

Clinical

- Demonstrate the ability to collaborate within a multidisciplinary healthcare team including clinical and scientific staff, identifying and meeting the needs of the patient and his/her family

- Ensure close liaison with the PI or designee and CRF senior clinical team about any patient related queries

- Perform pre-study medical histories and medical examinations for ongoing studies

- Assess the eligibility status of unselected referrals considered for experimental treatments in neurological diseases, maintain and update a screening list.

- Process blood and tissue samples according to study protocols and standard operating procedures for tasks for which the post-holder has been trained. Ensure all pre-study tests are undertaken and results obtained.

- Provide medical assessment and cover for studies in the CRF, including daily ward rounds together with the senior clinical team and the nurse in charge for the day.

- Accept delegated responsibility to ensure that assigned studies in the CRF are carried out safely and in compliance with the protocol

- Follow up and report adverse events as necessary.

- Assist in dosing of study medication

- Perform clinical procedures as appropriate to assigned study (including, but not limited to, clinical examinations or testing, insertion of intravenous lines, lumbar punctures, assessment of adverse events and management of medical emergencies)

- Ensure the patient is treated according to the schedule set out in the protocol

- Ensure that volunteers in assigned studies give fully informed consent in writing before commencing a study; act as patient advocate.

- Liaise with pharmacy regarding the administration of trial drugs

- Prescribe study drugs as required by the relevant clinical trials and according to the protocols

- Follow radiation protection guidelines in accordance with Trust policies when trials involve the use of radioactive substances

- Contribute medical input into integrated clinical, safety and statistical reports as requested

- Evaluate and manage acute, subacute and chronic adverse drug reactions with competences in the management of acute toxicological emergencies under the supervision of the consultants in charge

- Assess and interpret safety and clinical data from assigned studies, e.g. Vital signs, ECGs, laboratory tests, adverse events etc

- Participate in regular emergency simulation to maintain skills in resuscitation and the management of clinical emergencies

- Ensure that all clinical activities within the Centre are conducted in accordance with approved Standard Operating Procedures (SOPs). Contribute to creating and drafting SOPs when required.

Communication

- Interact and collaborate with Study Team personnel responsible for creating study protocols and related documents, including Research Ethics Committee documentation, and R&D submissions

- Escalate where appropriate any clinical concerns to the PI and the CRF Senior Clinical Fellow, or if not available, the Director or senior CRF clinicians.

- Report Serious Adverse Events to the study sponsor in accordance to Good Clinical Practice

- Provide general written and verbal information to patients and families on the concept of clinical trials and detailed education regarding the objectives, scientific rationale, treatment and investigations, side effects, self-care and follow-up for specific clinical trials.

- Provide clinical information as may be required by the Director, including an up-to-date record of research projects and initiatives, on a regular basis

- Assist the Director in the preparation of reports; contribute to the development of any public facing material including the CRF website and newsletters

- Identify improved ways of working and propose changes to practices, procedures and processes in own area of work as well as others areas of work where relevant. Implement any changes to own area of work.

Management

- Provide cross cover for other medical staff working in the Leonard Wolfson Experimental Neurology Centre and the CRF site at Tottenham Court Road.

- To participate in the induction of new staff

- To take personal responsibility for promoting a safe environment and safe patient care by identifying areas of risk and following the incident, serious incidents and near misses reporting policy and procedure.

- Attend relevant meetings as may be required by the Director

- Contribute to the training needs / program of the NIHR UCLH CRF as appropriate

Professional

- Practice at all times in accordance with the GMC code of professional conduct

- Adhere to Trust and Directorate policies, procedures, standards and protocols

- Remain up to date professionally as outlined by the GMC

Professional Development

- Demonstrate self-direction in facilitating continuing education and acquiring related experience

- Maintain awareness of current advances in neurological treatments (or other therapeutic areas as relevant), research and nursing practice and use this knowledge to maintain high standards of care for all patients

- Participate in the annual appraisal system in line with the Trust's appraisal guidelines. Individual appraisal interviews will be held annually and reports submitted to the Medical Director and Medical Personnel

- Demonstrates enthusiasm regarding their role and the department.

Equality and Diversity

- Carry out duties and responsibilities with regard to the Trust's Equal Opportunities policy

- Recognise the importance of peoples' rights and act in accordance with legislation, policies and procedures

- Ensure that staff acknowledge and recognise peoples' expressed beliefs, preferences and choices; respecting diversity and valuing people as individuals

- Take account of own behaviour and its effect on others

Other

The job description is not intended to be exhaustive and it is likely that duties may be altered from time to time in the light of changing circumstances and after consultation with the post holder.
You will be expected to actively participate in annual appraisals and set objectives in conjunction with your manager. Performance will be monitored against set objectives.

Up to 30 days study leave in 3 years, equivalent to 10 days in a year may be allowable. This is not, however, guaranteed leave. The post holder can apply for up to this maximum amount. Leave requests would be considered by the Director on a case by case basis in line with the nature of the request being made and whether it was consistent with service provision and service needs. It should be noted that the post is not approved for training from Core Medical Training (CMT) to Specialty Training (ST), therefore study leave for personal professional development outside the scope and objectives of the job purpose may not be granted.

Equality, Diversity, and Inclusion at UCLH

At UCLH, we take equality of opportunity seriously and are committed to being a diverse and inclusive employer, with a culture that creates a real sense of belonging and trust. Respect, inclusion and sensitivity are hallmarks of quality of our care. That is why it is our fundamental aim, to recruit, retain and promote a diverse mix of people from all backgrounds, cultures, and perspectives, who are representative of our local communities to support our world class research, innovation, and creativity. We are proud to have 5 different networks that are owned and led by our staff which give a voice to all our staff to feed up to leadership of the organisation, including the Trust board, thus creating a sense

of community and support and help drive cultural change to become a more inclusive organisation.

Our staff networks are:

- Black, Asian and Minority Ethnic (BAME) Network
- Lesbian, Gay, Bisexual Transgender, Queer, Intersex and Asexual (LGBTQIA+)
- Women's
- Disability Network

Mental Health Network

Our Vision and Values

At UCLH, we have a real 'One Team' ethos, and our values – safety, kindness, teamwork and improving, are central to the way we work. This is supported by our staff, who voted us as the #1 NHS Acute Trust to work for in the whole of England.

The Trust is committed to delivering top quality patient care, excellent education and world-class research.

We deliver our vision through values to describe how we serve patients, their families and how we are with colleagues in the Trust and beyond.

We put your safety and wellbeing above everything

Deliver the best outcomes	Keep people safe	Reassuringly professional	Take personal responsibility

We offer you the kindness we would want for a loved one

Respect individuals	Friendly and courteous	Attentive and helpful	Protect your dignity

We achieve through teamwork

Listen and hear	Explain and involve	Work in partnership	Respect everyone's time

We strive to keep improving

Courage to give and receive feedback	Efficient and simplified	Develop through learning	Innovate and research

Sustainability at UCLH

You will be required to demonstrate a personal commitment to the Trust's Net Zero Strategy and to take personal responsibility for carrying-out your work duties in a way which is compliant with this strategy.

Person Specification

Requirements	Essential	Desirable	Assessment Criteria			
			A	I	R	T/P
Knowledge and Qualifications						
Medical qualification MBBS with full valid registration at GMC	E		X			
Valid ALS training certification	E		X			
GCP trained by start date		D	X			
Experience						
Minimum of 2 years post registration experience	E		X			
Experience of receiving consent		D	X	X		
Experience in the conduct of clinical trials		D	X	X		
Experience of formal/ informal teaching of patients and staff		D	X	X		
Experience in delivering evidence based practice	E			X		
Familiarity with principle of clinical research including Good Clinical Practice.	E		X	X		
Experience of phlebotomy and cannulation	E		X	X		
Skills & Abilities						

Ability to develop and maintain relationships as part of a multidisciplinary team	E			X		
Ability to learn and implement new study related clinical skills	E		X	X		
Demonstrates ability to prioritise workload	E			X		
Demonstrates ability to work under own initiative and under pressure	E			X		
Excellent interpersonal, verbal and written communication skills; able to speak English to level required to fulfil job requirements	E		X	X		
Demonstrates evidence of professional development	E		X	X		
Demonstrates understanding of the importance of audit/quality	E			X		
Demonstrates academic achievement appropriate to level of appointment	E		X	X		
Computer literacy	E		X	X		
Personal Qualities						
Demonstrates commitment and preparedness	E		X	X		
Enthusiastic nature	E		X	X		
Demonstrates honesty, integrity and appreciation of ethical dilemmas	E		X	X		
Reliability – demonstrates punctuality, attendance and sense of responsibility	E		X	X		

Other requirements Able to work flexibly on occasion	E		X	X		

A= Application I= Interview R= References T/P = Test/Presentation