



**Senior Advanced Nurse Practitioner**

**Urgent Care Services Fife**

**Fife Health and Social Care Partnership**

Application reference number:





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## Welcome

# Post Advert





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| An excellent opportunity has arisen for a registered Nurse who has professional leadership and management experience to join the Leadership Team of Urgent Care Service Fife (UCSF).You will provide visible clinical leadership and in partnership with the GP Clinical lead, Lead Nurse and Service Manager you will support significant service change and redesign as we develop service provision in Fife in line with the implementation of Transforming Urgent Care for the People of Scotland – The Report of the Independent Review of Primary Care Out of Hours Services and the Redesign of Urgent Care.You will support the delivery of high standards of safe, effective and person centred care within a robust framework of clinical, financial and staff governance. A priority for this role is to support co-production and engagement of the UCSF workforce, our partners and service users in developing services. This will require excellent interpersonal skills and being proactive in working collaboratively with colleagues across health, social care and the voluntary sector to facilitate partnership working and deliver quality standards and strategic priorities. Offering a strong knowledge and understanding of current policy and evidence base relating to out of hours and urgent care you will work closely with the Clinical Services Manager, Lead Nurse, Clinical Lead – Professional Development and Head of Nursing to develop and assure resilience and sustainable services. As a positive role model you will promote professional standards for nursing care and a learning culture to support service excellence. You will evidence on-going professional and personal development and post graduate study and commitment to support the development of others. As a Senior Advanced Nurse Practitioner you will apply high levels of decision making to assess and treat paediatric and adult patients presenting in UCSF. As part of the senior clinical team you will ensure patient health needs are met through the autonomous provision of diagnosis and the management of patient conditions through assessment, treatment, and review planning process. This will be facilitated in partnership with patients, carers and families. This role involves providing specialist advice and education to healthcare professionals, other agencies, carers, clients and relatives. Within this role you will also be required to work collaboratively across healthcare boundaries to develop the service to improve practice, implementing and evaluating evidence based standards, guidelines and policy.This is an exciting opportunity to develop nursing practice within urgent care. As a Registered General Nurse with substantial post registration experience, you will be educated to/or near completion of MSc level in an Advanced Nurse Practitioner Qualification and Independent Nurse Prescriber qualification and have completed or be prepared to complete the Diploma in Urgent Medical Care. You will also have experience supporting the professional development of others including teaching, clinical supervision and the application of research and audit underpinned by a strong knowledge of current Urgent Care issues. Excellent professional leadership, team working, advanced clinical assessment and decision making skills are all key to this role. You will be flexible to the needs of the role and service and will support the Lead Nurse in developing the service to assure safe, patient centred and effective care delivery applying the 4 pillars of practice at an advanced level. To meet the needs of UCSF hours will include a range of shift patterns which include, evenings, nights, weekends, day-time and public holidays. Travel across Fife will be required with UCSF centres at QMH, VHK and St Andrews. There will also be a requirement to participate in the UCSF service management on call rota with a 1 in 5 weekly commitment.In return, we are fully committed to supporting you with orientation, access to Personal and professional Development Planning, clinical supervision, coaching and mentorship.  |

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# Job description

## Job Title

Senior Advanced Nurse Practitioner

## Reports to

Lead Nurse, Urgent Care Services Fife

## Terms & Conditions

The Appointments Panel will make an offer on NHS terms and conditions, including salary.  This will determine the pension scheme. Please see separate documents regarding terms and conditions for NHS Fife and Fife Council.

**Post Status**

Permanent

**Grade**

8a

**Last Update**

February 2025

## Job purpose

A key strategic driver for Scottish Government is the redesign of Urgent Care Services.

The strategic vision for the programme is that urgent care will be delivered in the right place, at the right time by the right person, first time 24/7 to ensure accessible and quality care for the population of fife.

The Senior ANP will be a talented, dynamic and flexible senior clinician with significant post registration leadership experience in transformational change programmes who can display effective leadership with the ability to work collaboratively across Health, Social Care and the third sector to embed and evolve the model of accessing urgent care.

The Senior ANP will have a recognised clinical or allied practitioner professional qualification, demonstrable awareness of the key drivers for change and the emerging landscape in regards to the ongoing transformation of urgent care.

The Senior ANP will be responsible to take a leading role in the ongoing design, implementation, evaluation and review of the Urgent Care Redesign programme in NHS Fife and the Health and Social Care Partnership.

The Senior ANP will enable a holistic approach to urgent and primary care, using nursing and clinical skills to incorporate aspects of medical care. Assess care needs, develop, implement and evaluate programmes of care at an advanced level working autonomously to diagnose and make decisions about the clinical management of patients, often in specialist areas appropriate to their qualification/ experience and to a level equivalent to that of middle grade medical staff. They will provide expert professional nursing and midwifery advice/support to patients, carers and colleagues.

Along with colleagues, the post holder will be responsible for the training and development of trainee ANPs.

Support the integrated/nurse management team playing a key role in service delivery acting as an integrated member of the multi-disciplinary team, motivating staff to provide high standards of care acting as a role model.

As a Senior ANP:

* An Advanced Nurse Practitioner (ANP) is an experienced and highly educated registered nurse who manages the complete clinical care for their patient, not solely any specific condition. Advanced practice is a level of practice, rather than a type or specialty of practice.
* As a clinical leader they have the freedom and authority to act and accept the responsibility and accountability for those clinical actions. This level of practice is characterised by high level autonomous decision making, including assessment, diagnosis, treatment including prescribing, of patients with complex multi-dimensional problems, with the authority to refer, admit and discharge within designated clinical areas. Decisions are made using high level expert, knowledge and skills, supported by competency based frameworks.
* As part of the Fife Health and Social Care partnership, the Senior ANP will work closely with GPs, sessional and visiting, Consultants and multidisciplinary team within UCSF. The postholder may also provide advice and direct care to community based patients at home or in a care home.
* The ANP has the senior professional leader’s role, and will work routinely day to day with no direct or onsite clinical supervision.
* To utilise expert knowledge base and clinical competence, in partnership with all members of the multi-disciplinary team, ensuring a high standard of clinical care, in accordance with the Nursing & Midwifery Council and health & safety legislation.
* To develop and provide specialist education and training to nursing and junior medical and ANP staff and to act as a role model, encouraging high standards of patient care.
* To facilitate and participate in audit and quality improvement projects, promoting evidence based practice within NHS Fife.

## Dimensions & Role within Fife HSCP

The post holder will support the UCSF Lead nurse to both facilitate and support the nursing contribution to improving the outcomes and experience for service users and the delivery of the Scottish Government 2030 Nursing Vision.

The post holder will take a lead role in the promotion of evidence based advice and information across agencies and will provide, professional support, clinical expertise and supervision to nurses in both hospital and community settings.

The post holder will inspire innovation and the promotion of collaborative working, working in a healthcare system which provides integrated health and social care, a focus on prevention, anticipation and supported self management.

The post holder will ensure continuity of care and that it is delivered with compassion and is clinically excellent.

The post holder will work autonomously within the nursing structure demonstrating visibility, clinical credibility, critically appraising and undertaking research, audit and improvement work to ensure best practice and standards for Urgent Care.

The post holder will provide clear communication and explanation about conditions and treatment and encourage effective collaboration between clinicians, patients and others involved with the patient pathway and act as a resource to other multidisciplinary staff, including providing clinical supervision to others.

**Organisational Position**



## Key result areas

**Clinical**

* The post holder will accept clinical responsibility for undertaking the comprehensive assessment of a caseload of patients, including those with a complex presentation, in line with evidence based practice, legislation, policies and procedures.
* Use an extended scope of practice beyond own profession, recognising any limitations in knowledge, referring to medical staff when scope of practice is exceeded
* Take and record a patient’s history including medical, family and social history, talking to the patient, relatives or other carers as appropriate. There may be significant barrier to understanding and acceptance due to sensitive or contentious information given and received.
* Conducts a comprehensive clinical examination of the patient including a physical examination of all systems and a mental health assessment
* Screen patients for disease using clinical and other findings such as laboratory results.
* Make diagnostic decisions based on interpretation of clinical and other findings including laboratory results.
* Applies high level decision-making and assessment skills to formulate appropriate differential diagnoses based on synthesis of clinical findings.
* Review and manage patients including those with multiple co-morbidities/long term conditions.
* Has the authority to request, where indicated, appropriate diagnostic tests / investigations using judgement and clinical reasoning, based on differential diagnoses
* Interprets and analyses previously ordered results of tests/investigations and works collaboratively with other healthcare professionals when needed.
* Acts on the results to confirm diagnosis and thereby optimise treatment and management outcomes.
* Formulates an action plan for the treatment of the patient, synthesising clinical information based on the patient’s presentation, history, clinical assessment and findings from relevant investigations, using appropriate evidence based practice.
* Prescribe treatment including medications as a Non-medical Prescriber based on a sound knowledge of pharmacology
* Implements non-pharmacological related interventions/therapies, dependent on situation and technical requirements of care
* Develops innovative practice in relation to patient care using evidence based practice and technology

**Professional**

* Works without direct supervision as an autonomous practitioner being accountable for their own practise in line with the Nursing and Midwifery Code of Conduct, guided by NHS Fife protocols and interpreting national guidelines and policies applicable to own sphere of practice
* The post holder will lead and assist in innovating and developing evidence based clinical practice and professional development
* Responsible for leading the development and implementation of specified department guidelines, procedures, and policies
* Practice within the Legal & Ethical framework as established by Nursing Midwifery Council (NMC) and National Legislation to ensure patient interests and wellbeing are met.
* Work within the National Health Service (NHS), NHS Fife and Health & Safety Executive (HSE) Legislation, Policy, Guidelines and Procedures.
* Empower patients to take responsibility for their health, well-being and future lifestyle by practising in an open transparent and inclusive manner; thereby ensuring patients have the relevant information to participate in decisions about their care.
* Performance is monitored on an ongoing basis and is appraised annually via Turas and the PDP process.

**Education**

* Maintain professional practice through continuing education, professional updating and when/where available, involvement with professional specialist groups.
* Demonstrate responsibility for personal professional development using feedback and reflection tools and maintains a Professional Portfolio to improve personal clinical practice whilst meting the future requirements of Revalidation aligned to the NMC
* Undertakes annual mandatory training and ‘essential to job role’ updates and other relevant courses in line with professional and NHS Fife policies.
* Provide an authoritative and credible source of knowledge and specialist clinical advice/information to the team by keeping abreast of new treatments and technologies.
* Works collaboratively to develop staff through professional development plans & team development to meet the needs of individuals, their families & carers.
* Responsible for day to day clinical supervision, assessing the clinical skills of trainee/advanced nurse practitioners/physician associates/foundation year doctors/medical students e.g. Advanced Clinical History and Examination and provision of safe differential diagnoses/management and treatment plan.
* Provide regular supervision and support to identified staff that includes monitoring of caseloads and clinical practice providing formal feedback reports and supporting sign off processes. This also includes reviewing standards of record keeping and other written documentation used in the team.
* Assess and initiate educational opportunities for self and for other members of the team: providing ongoing education, guidance and support to MDT
* Devises and delivers formal teaching to medical staff/ANP/nursing staff in a range of subjects.
* Deliver formal presentations to MDT locally and nationally to promote/share the work of the Department/Location
* Leads the development of service-user focused education & information materials within area of practice both locally & nationally.

**Research/Audit**

* Actively promote and disseminate research-based practice, regularly initiate audits and research projects relevant to the speciality to inform service developments. Undertakes audit of service provision to improve patient outcome.
* Devises and leads relevant research / audits projects ensuring appropriate selection of methodology for example prospective or retrospective audits/ literature reviews and ensures information gathering complies with legal and ethical standards.
* Participates in data collection and analysis to evaluate effectiveness of role in relation to patient outcomes, service needs and professional requirements
* Develops and undertakes surveys, involving patients and/or carers and participates in identifying needs of patients and carers in relation to the specialty, in conjunction with others where appropriate
* Provide guidance, supervision and support for staff undertaking research, audit or teaching activities
* Responsible for interpreting / analysing findings and making recommendations based on results.
* Regularly presents findings to local department teams and teams
* Collaborates with national associations in dissemination of local research and audit, presentation of research to local educational bodies and associations.
* Demonstrate a comprehensive understanding of patient safety and clinical governance and is active in applying this to work situations.

**Organisational/Managerial**

* Organise own time in line with agreed job plan
* Holds line management responsibility to a team of nurses and healthcare support workers.
* On a daily basis supervises and delegates work to Advanced Nurse Practitioners/Nursing team.
* During out of hours rotations carries out duties in conjunction with the Duty Manager that are consistent with the responsibility of the grade when working as part of the out of hours period.
* Accountable for the effective management of resources including stores supplies pharmacy and maintenance of equipment.
* Contribute to strategic issues relating to the Advanced Nurse Practitioner service and the specialty.
* Act in a collaborative and advisory role to share knowledge and expertise to help deliver high standards of patient care.
* Promote the development of a flexible and skilled nursing workforce.
* Contribute to the wider corporate agenda where appropriate.

**Equipment & Machinery**

Use equipment associated with the specialty and advise patients and carers regarding their use where appropriate. Dependent on the clinical environment, these might include:

**Respiratory equipment** e.g. nebulisers, suction, oxygen cylinders, humidifiers

**Patient monitoring equipment** e.g. Dynamap, Tympanic thermometers, ECG machine, Blood Glucose monitoring, Oxygen saturation monitors.

**Emergency Equipment** e.g. Defibrillators and Resuscitation equipment

***There is a requirement to be familiar with the use, storage and maintenance of all equipment used within the clinical area of work.***

**Maintenance of paper / electronic based patient record system**:

* Infrequent ordering of supplies for the department using a paper based, stock control system.
* Any other system relevant to speciality e.g. electronic ordering, electronic prescribing, etc.
* Paper based and electronic investigation requests.
* Clinical portal.
* DATIX Intranet - Manage Incident Reporting.

## Assignment and Review of Work

The post holder is directly accountable to the Lead Nurse, UCSF

* Works within statutes and guidelines of the Nursing & Midwifery Council at all times.
* Follows NHS Fife and locally agreed policies, protocols and procedures.
* In conjunction with the medical/nursing teams identifies clinical priorities per shift
* Self directs and manages own workload on a daily basis
* Identifies areas for service development in conjunction with colleagues
* Undertakes personal and professional development review with Line Manager via Turas in line with requirements set by NHS Fife.

**Decisions and Judgements**

As an autonomous professional, the post holder is expected to:

* Make complex clinical and professional autonomous decisions on every shift regarding the nursing and medical management of patients.
* Assess and monitor the outcome from personal clinical decision making with regard to patient’s ongoing health care needs and re-evaluating treatment plans based on patient outcomes.
* Recognises own limitations and the requirement for appropriate referral.
* Act as patient’s advocate to ensure their rights are upheld.
* Freedom to act and make clinical decisions is guided by precedent and clearly defined divisional policies, protocols/procedures and codes of conduct in accordance with NMC regulations, Clinical and Staff Governance Framework.
* Makes autonomous critical judgements of the highest order to satisfy the expectations and demands of the post in the presence and absence of protocols, with the requirement to be able to justify decisions made, including deviation from the normal pattern.
* Post holder has the autonomy to proactively identify and resolve operational and clinical issues that impinge on service needs/ patients safety.
* Assessment of patient’s complex needs (physical, psychological, social and spiritual) to establish change in condition, inform clinical decision making and plan care.
* The ability to quickly assess and respond to patient needs in emergency situations.
* Works collaboratively to meet the demands of the service.

**Most Difficult and Challenging Parts of the Job**

* Managing resistance to change amongst clinical staff.
* Fostering and maintaining high staff morale within Urgent Care services in Fife in a time of ever changing and competing priorities.
* Makes complex clinical decisions, including differential diagnosis and clinical management, based on in-depth specialist knowledge and interpretation of clinical
* assessment and diagnostic investigations (in absence of laboratory results in some instances).
* Working autonomously, at the equivalent of a trainee General Practitioner, within a minimally supported environment.
* Ability to prioritise own workload.
* Ability to continually change and adapt to new situations and strategies, being responsive to new practices and communicate these to colleagues and junior staff;
* Challenging inappropriate/poor clinical practice.
* Uses own initiative and acts independently, within the bounds of own existing knowledge and skills, and is guided by clearly defined policies and guidelines;
* Demonstrates sound judgement in assessing the physical, psychological, social and spiritual care of the patient.
* To function in a role that will encompass some aspects of work to the equivalent level of a junior grade medical practitioner.
* To be part of a new model of service delivery.
* To plan individual care within the context of the inter-dependent healthcare team.
* To communicate with and support distressed, anxious or worried patients and relatives.
* To deal with violence, aggression and abusive behaviours from patients, relatives and members of the public.
* To provide a professional and advisory role to a wide variety of contacts, for example, relatives, carers, nursing and medical staff.
* To manage time effectively, responding to unexpected patient activity and demand.
* To prioritise personal workload under continually increasing demands.
* To act as an effective change agent, integrating information gained from research and audit into clinical practice.
* To continually change and adapt to new situations and strategies, be responsive to new practices, and communicate these to colleagues and junior staff.

## Communications and working relationships

The post-holder will:

* Use appropriate communication skills including motivation, negotiation and persuasion to achieve optimum outcomes for service users.
* Ensure effective communication using SBAR (Situation, Background, Assessment and Recommendation) tool to facilitate ongoing co-ordination of clinical care by the multi-disciplinary team.
* Demonstrate empathy, sensitivity, support and reassurance when communicating with patients, relatives and staff, particularly in relation to breaking bad news and dealing with emotionally-challenging situations, dealing with situations where patients do not easily understand their care packages due to cultural, language, physical or learning disability or where there is denial or anger.
* Communicate effectively to help establish good working relationships with colleagues, patients and their families, and the general public.
* Liaise with other health care professionals and disciplines from within and out with the organisation to support quality patient care.
* Uses developed communication, negotiation, conflict management skills which are require empathy, reassurance and persuasive skills, where there can be significant barriers to acceptance which need to be overcome.
* Act as a patient/staff advocate through the application of ethical, legal and professional knowledge and skills.
* Adhere to NHS Fife’s policy on confidentiality including the requirements of the Data Protection Act and Caldicott Guidelines.
* Maintain accurate records and demonstrate effective verbal and written communication with all members of the multi-disciplinary team within own department and relevant departments which link to the clinical area.
* Contribute to a supportive environment in the interest of staff morale.
* Coach others in the use of effective communication and the interpersonal skills required to develop/improve performance.
* Communicate with the Lead Nurse or Team Leader regarding nursing team issues and liaises with the multi-disciplinary team on service needs and requirements.
* Develop appropriate professional networks that promote both the profession and NHS Fife.
* Assist in the dissemination of relevant safety action notices and other essential communication.

**Physical, Mental, Emotional and Environmental Demands of the Job**

**Physical**

* Frequently working in highly unpleasant working conditions such as having contact with uncontained body fluids.
* Potential exposure to hazards such as verbal and physical aggression.
* Prolonged light to moderate physical effort, including bending, walking, lifting, pushing and operating equipment is required on most shifts.
* Frequent short periods of moderate physical effort, such a lifting patients with mechanical aids or hoists, is occasionally required.
* Requirement to work within limited spaces, and to assist immobile patients.
* Requirement to initiate appropriate emergency care.

**Mental**

* Requirement to use own initiative and make autonomous decisions or decisions with minimal supervision.
* Requirement at times for high levels of concentration and for absolute accuracy for clinical tasks, including non-medical prescribing, particularly where work pattern is unpredictable.
* Frequent requirement for concentration where the workload is unpredictable – autonomous service user assessment, diagnoses, non medical prescribing, interruptions for urgent/emergency cases.
* Clinical decision making which may affect a patient’s care.
* Frequent direct and indirect interruptions from patients, relatives and the multidisciplinary team.
* Balancing the various aspects of the post.
* Time management.

**Emotional Effort/Skills**

* Discussing complex clinical issues with the GP; multidisciplinary team and patients.
* Imparting bad news to patients and families.
* Caring for and supporting patients and their families following receipt of bad news.
* Caring for terminally ill patients.
* Caring for acutely unwell and stable patients with complex problems.
* Dealing with patients/carers/relatives with severely challenging behaviour.
* Dealing with distressed/anxious/worried/bereaved patients/carers/staff in a professional and sensitive manner on a daily basis.
* Dealing with complicated family dynamics and high levels of public expectation.
* There may be a requirement to work in hostile and emotive atmospheres, which may result in the need for sudden intense effort and concentration.
* Dealing with complaints, involving meeting the complainant and seeking to address their concerns, whilst supporting staff involved.

**Environmental and working conditions**

* Constant exposure to body fluids each shift
* High-frequency exposure to verbal aggression
* Temperature of working environment
* Occasional exposure to aggressive behaviours

**Knowledge, Training and Experience required to do the job:**

The post-holder will be an Advanced Nurse Practitioner and possess:

* Registered Nurse qualification with current NMC registration
* Post-graduate/post-registration qualification (or equivalent experience) in acute, primary or unscheduled care setting
* Post Graduate Diploma in Advanced Practice (or equivalent)
* Significant, comprehensive experience as an Advanced Nurse Practitioner
* Completed Advanced Nurse Practice Competency Framework with competence sign off
* Demonstrable competencies in medical assessment and interventions
* Evidence of continued professional development
* Non Medical Prescribing Qualification (V300)
* A commitment to lifelong learning and demonstrates evidence of continuing professional development
* Demonstrate ability to undertake study at Masters level (Masters Level qualification essential)
* Evidence of management, education and training
* Ability to keep relevant skills / knowledge updated and documented
* The post-holder will be required to demonstrate excellent team working skills with ability to work using own initiative
* Evidence of effective problem solving skills
* IT Skills
* Adult Immediate Life Support
* Other training as deemed necessary as the post evolves

**Special Conditions**

Before confirming your appointment, you will be required to obtain Protection of Vulnerable Groups (PVG) Scheme Membership through Disclosure Scotland.

# Personal Specification

**Experience**

Extensive experience in a senior nursing leadership post at band 7 or equivalent. **(Essential)**

Experience of working across inter-agency and organisational boundaries. **(Essential)**

Proven experience of leading staff and developing services relevant to advanced practice. **(Essential)**

Experience of working across professional boundaries and developing culture of multidisciplinary working. **(Essential)**

**Qualifications and Training**

Registered General Nurse with active NMC registration. **(Essential)**

Degree at Masters level in area relevant to post, including advanced clinical assessment skills or working towards MSc. **(Desirable)**

Independent Non Medical prescriber. **(Essential)**

Completion of nurse mentorship module. **(Desirable)**

**Skills, Aptitude & Knowledge**

**Knowledge & Skills**

Extensive and expert knowledge and experience of the healthand nursing. **(Essential)**

Ability to analyse complex facts across a range of situations to maximise outcomes for patients. **(Essential)**

Evidence of clinical and professional development at advanced practice level. **(Essential)**

Excellent presentation and IT skills. **(Essential)**

Excellent teaching experience and skills. **(Essential)**

Evidence of Publications **(Desirable)**

**Aptitiude**

Highly effective interpersonal and communication skills. **(Essential)**

Skilled leadership including negotiation and influencing. **(Essential)**

Ability to produce high level reports/written information and to deliver these within tight timescales. **(Essential)**

**Other**

You must be willing and able to travel.



# Our vision, mission and values

## Our Vision

The people of Fife live long and healthy lives

## Our mission

Transforming Health and Care in Fife to be the best

## Our values

Care and compassion

Dignity and respect

Openness, honesty and responsibility

Quality and teamwork

## Our

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| HSCP_minisite_banner_StrategicPlan2.pngOur Strategic priorities The Health and Social Care Strategic Plan 2019-2022 defines 5 strategic Priorities: **Priority 1** Working with local people and communities to address inequalities and improve health and wellbeing outcomes across Fife: We are committed to ensuring that people are empowered to make their own informed choices about how they will live their lives and what outcomes they want to achieve. Planning for preventative action can have a positive impact on improving health and reducing inequalities and can reduce the demands for health and social care services.**Priority 2** Promoting mental health and wellbeing We are committed to ensuring that the people of Fife can get the right help at the right time, expect recovery and fully enjoy their rights, free from discrimination and stigma. The commitments of Fife’s Mental Health Strategy will require creative thinking and innovation to ensure services are fit for the future, supporting positive mental health and wellbeing for all. To succeed will require co-production across all parts of the service, with communities, with our partners in the voluntary sector, with and people who use our services, their families and carers.**Priority 3** Working with communities, partners and our workforce to effectively transform, integrate and improve our services Delivery of effective and lasting transformation of health and social care services is central to the vision of Fife Integration Joint Board. Significant change on how services are planned and delivered with a range of stakeholders which includes carers, patients/service users who experience services is paramount to delivering changes.**Priority 4** Living well with long term conditions We are committed to building on the work already started in Fife to support adults and older people with complex care needs, who are accessing both primary and secondary care services most frequently. We are developing and supporting a more integrated and earlier approach focussing support pro-actively with patients who would benefit from this which includes early identification and comprehensive assessment in case co-ordination.**Priority 5** Managing resources effectively while delivering quality outcomes The financial position for public services continues to be challenging and the Integration Joint Board must operate within significant budget restraints and pressures. It is therefore important that resources are targeted at the delivery of the priorities within the strategic plan.**Our Leadership Success Statements**thumbnail_image.pngWe are committed to systems leadership and developing leadership at all levels within the Health and Social Care Partnership. In 2020 we established an Extended Leadership Team to actively engage with all senior leaders within the organisation to enable:-:* **Listen:** Inform and connect us as “one Health and Social Care Partnership”
* **Voice:** Share collective experience and forum to influence developments
* **Promote:** Open Networks and engagement with the Senior Leadership Team and Peers
* **Impact:** Focus on common priorities and ensure collective impact

Through the work of the Extended Leadership Team we have co-produced leadership success statements that underpin our leadership aspirations within the next 3 years in Fife Health and Social Care Partnership. **Our *Leadership* ability and Organisational *Culture*** * Everyone understands they are a leader within the partnership and that they represent us all whenever they deliver a service
* Our people believe they are treated fairly, feel included in our future and recognise we are all in this together to be the best we can be

**Opportunities for our *Workforce* to thrive and perform to their potential:*** Our people will feel supported to try new ways of working to improve the service they deliver
* Our people will feel proud and passionate about the work of the Partnership

**Our ability to *Transform* our services*** Our people work together to design new ways to deliver the best possible care and support across the whole partnership
* Our people use technology and other resources to sustain new ways of working that change people’s lives for the better

**Our ability to get the *best value* from our Financial resources and Sustain our services:*** We plan to deliver and deliver what we plan within the resources available
* Our planning demonstrates a forward-looking vision for the future to make sure we can continue to deliver high quality service

**Our performance in affecting people’s lives Earlier to *Prevent* the need for hospital and *reduce* the need for health and social care services:*** We can show how we are working in a way that helps people to help themselves and build strength in their communities
* There will be less emergency hospital admissions

**Our ability to empower our *Local Places* to influence the service they receive:*** We can show we are listening to people and supporting them to get the service they need wherever possible
* We can show how local voices are helping us design the future of the Partnership

**Our *Standards* of Practice Excellence & Quality*** Our people challenge themselves to provide the best possible care and treat others as they would like to be treated
* We celebrate the great work of our people and have a track record of high-quality care that improves people’s lives

**Our *Reputation* with our Citizens and our Staff*** The citizens of Fife believe our partnership works with them to achieve the best possible outcomes in their lives
* Our people believe the partnership is an excellent place to work and that their contribution to our success is valued

Integration in Action **Legislation**The Public Bodies (Joint Working) (Scotland) Act 2014 (The Act) requires Health Boards and Local Authorities to integrate planning for, and delivery of, certain adult health and social services. This legislation brings together health and social care in to a single, integrated system and created 31 integration authorities across Scotland who are now responsible for £9 billion of funding for local services. These services were previously managed separately by NHS Boards and local authorities. MAP67.png**Delegated Services** Within Fife it has been agreed that this delegation will be a third body called the Integration Joint Board (under s1 (4) (a) of the Act commonly referred to as a “Body Corporate” arrangement.In Fife, we have one Joint Integration Board and the purpose of health and social care integration is to **transform people’s experience of care and the outcomes they experience**. This is necessary because when services are planned and delivered together, closer co-ordination will enable the fundamental changes in care models required to keep pace with people’s changing needs. The Health and Social Care Strategic Plan 2019-2022 defines 5 strategic PrioritiesThere is a diverse range of delegated services (defined in the Integration Scheme) and close working with partners in the Voluntary Sector and Independent Sector. The full range of services delegated within Fife Health and Social Care Partnership are listed within the published Integration Scheme. Fife is coterminous with one Council, one Health Board, one Integration Joint Board and one Health and Social Care Partnership. NHS Fife and Fife Council remain the employers and the services that are delegated are managed through the Chief Officer, in their capacity as Director of Health and Social Care who reports to both Chief Executives. **Our Approach to Integration** The Health and Social Care Partnership is committed to enabling the people of Fife to live independent and healthier lives. This will be delivered by working with individuals and communities, using collective resources effectively and to transform to ensure these are safe, timely, effectively, high quality and based on achieving personal outcomes. This will be underpinned by the agreed values to be person focused, respectful, inclusive, empowering and acting with integrity and care. The Health and Social Care Partnership is committed to the protection and enhancement of Equality and Human Rights. Service users and carers will see improvements in the quality and continuity of care and smoother transitions between services and partner agencies. These improvements require planning and coordination. By efficiently deploying multi-professional and multi-agency resources, integrated and coordinated care systems will be better able to deliver the improvements we strive for; faster access, effective treatment and care, respect for people’s preferences, support for self-care and the involvement of family and carers.Integration must be about much more than the structures that support it. The behaviours of Senior Leaders must reflect these values. It is only by improving the way we work together that we can in turn improve our services and outcomes for individuals who use them. We will work closely with NHS Fife, Fife Council, Independent, and Voluntary Sector to support a whole system approach. **Integration Joint Board**The Integration Joint Board is made up of representatives from Fife Council and NHS Fife as well as representatives of the public, carers, professional advisors and partners within the Independent and Voluntary Sector.   This diverse group of individuals bring their unique talents, expertise and perspectives to the work of the Partnership in order to further our mission to improve the lives of those living in Fife.   The Integration Joint Board, has legal responsibility for services delegated to it and is fully responsible for:* Overseeing the development and preparation of the Strategic Plan for services delegated to it.
* Allocating resources in accordance with the Strategic Plan
* Ensuring that the national and local Health and Wellbeing outcomes are met.

The IJB then commissions (or ‘directs’) the local authority and health board to deliver services in line with the strategic plan, and allocates the budget for delivery accordingly. The local authority and health board deliver these services within the budget and any parameters directed by the IJB.Each IJB has responsibility to appoint a chief officer to lead implementation of the strategic plan and an officer responsible for its financial administration (Section 95, Chief Finance Officer). The chief officer has a direct line of accountability to the chief executives at the health board and the local authority.A requirement of the Act is that the IJB also produces an annual performance report outlining progress towards delivery of the nine National Health and Wellbeing Outcomes within its local area.**Fife Localities** The Kingdom of Fife is a peninsula in eastern Scotland with a coastline of 170 kilometres (105 miles) bounded by the Firth of Forth to the South and the Firth of Tay to the North. It is the third largest local authority area in Scotland with a population of over 370,330. This represents 7% of the total population of Scotland. 96% of Fife residents live in 134 settlements, the largest of these being Kirkcaldy, Dunfermline and Glenrothes. By 2039, the population of Fife is expected to increase by 4.5% to 387,214. The 16 to 19 age group is expected to reduce and those aged 75+ to see the greatest increase. This may be attributed to a declining birth rate and increased life expectancy in Fife, which is currently greater than the Scottish average for both males and females. The extent of deprivation in Fife is fairly evenly spread across the different data zone bands from most to least deprived. The 2009 Scottish Index of Multiple Deprivation (SIMD) indicates that Fife has an increasing share of Scotland’s most deprived areas. Fife has the sixth highest local authority share of the 15% most deprived data zones in Scotland. 51 (5.2%) of the 976 data zones in the top 15% across Scotland are located in Fife, 8 of which fall into the top 5%. The 2009 data also confirms enduring deprivation in specific areas of Fife. In recent years Fife’s economy has moved away from traditional manufacturing industries towards the service sector.Chief officers lead the development of integrated services and actions at a local level, so that approaches are tailored to local communities and circumstances. This localism is fundamental to integration as the Act requires health and social care partnerships to divide their area into at least two localities and within Fife there are 7 localities: HSC-locality-map.png* North East Fife
* Glenrothes
* Levenmouth
* Kirkcaldy
* Cowdenbeath
* Dunfermline
* South West Fife

Localities aims to achieve the aspirations we share for health and social care integration, with partners across the health and social care landscape, and their stakeholders, focussing together on our joint responsibility to improve outcomes for people. Profiles for each of the localities are available on the Health and Social Care Partnership website.  |

**National Health and Wellbeing Outcomes**

**The main purpose of integration is to improve the wellbeing of people who use health and social care services, particularly those whose needs are complex.**

**This is intended to support achievement of the National Health and Wellbeing Outcomes prescribed by the Scottish Ministers in Regulations under Section 5 (1) of the Act namely:**

1. **People are able to look after and improve their own health and wellbeing and live in good health for longer.**

1. **People, including those with disabilities or long -term conditions, or who are frail, are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community.**

1. **People who use health and social care services have positive experiences of those services, and have their dignity respected.**

1. **Health and social care services are centred on helping to maintain or improve the quality of life of people who use those services.**

1. **Health and social care services contribute to reducing health inequalities.**

1. **People who provide unpaid care are supported to look after their own health and wellbeing, including to reduce any negative impact of their caring role on their own health and wellbeing.**

1. **People using health and social care services are safe from harm.**

1. **People who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support, care and treatment they provide.**

1. **Resources are used effectively and efficiently in the provision of health and social care services.**

# Key Resources

**You may want to refer to the following websites:-**

**Fife Health and Social Care Partnership**: https://www.fifehealthandsocialcare.org/

**NHS Fife:** https://www.nhsfife.org/

**Fife Council:** https://www.fife.gov.uk/

**IJB Papers, Minutes and Key Documents:** https://www.fife.gov.uk/kb/docs/articles/about-your-council2/politicians-and-committees/committees/fife-wide-or-strategic/health-and-social-care-integration-joint-board

**Health and Social Care Annual report 2019/20:** https://www.fifehealthandsocialcare.org/\_\_data/assets/pdf\_file/0034/188269/HSCP-Annual-report-2020pagesV4.pdf

**Community Planning:** https://www.fife.gov.uk/kb/docs/articles/have-your-say2/community-planning

**Localities**: https://www.fifehealthandsocialcare.org/publications/

**Health and Social Care Scotland:** https://hscscotland.scot/

**Public Health Scotland Act:** https://www.legislation.gov.uk/asp/2014/9/contents/enacted

**Fife Health and Social Care Strategic Plan:**  https://www.fifehealthandsocialcare.org/\_\_data/assets/pdf\_file/0028/188263/HSCP\_Strategic\_Plan\_2019-2022.pdf

**Integration Scheme:**  https://www.fifehealthandsocialcare.org/\_\_data/assets/pdf\_file/0031/256972/FINAL-DRAFT-HSC-Integration-Scheme-for-Fife-2021.pdf

**Ministerial Strategic Group Recommendations:** https://www.gov.scot/groups/ministerial-strategic-group-for-health-and-community-care/

**Fife Partnership:**  https://www.fife.gov.uk/kb/docs/articles/about-your-council2/politicians-and-committees/committees/fife-wide-or-strategic/fife-partnership-board

**Plan for Fife:**   **https://our.fife.scot/plan4fife**

**Facebook:** Fife Health and Social Care Partnership

**Twitter:** @Fifehscp

# Terms and Conditions of Service

## Annual Leave

## Annual Leave: 27 days on commencement

##  29 days after 5 years service

##  33 days after 10 years service

**Public Holidays:** 8 fixed public holidays

The leave year extends from 1 April to 31 March.

Part time staff will receive a pro-rata entitlement for annual leave and public holidays combined as per the Agenda for Change agreement.

Reckonable service may be credited for annual leave purposes in accordance with the Agenda for Change Agreement.

**Sick Pay**

 Entitlements to Statutory Sick Pay and Occupational Sick Pay will be determined in accordance with the Agenda for Change Agreement. Reckonable service may be credited for Sick Pay purposes providing there has been no break in service of 12 months or more at time of appointment in accordance with Agenda for Change Agreement.

## Declaration of Convictions

Under the terms of the Rehabilitation of Offenders Act 1974, many people need not refer to previous convictions which, after a certain period of time, are regarded as spent. Certain posts within the National Health Service, however, are excluded from the provisions of this Act.

At the time a job offer is made candidates will be subject to one of the following:

* For posts in regulated work – Protection of Vulnerable Groups (PVG) Scheme Membership
* For all other posts which are subject to a criminal conviction record check – a Police Act Check
* For posts not subject to a criminal conviction check – a self-declaration

Please note you must also notify us of convictions from other countries.

* Failure to disclose convictions information as required will result in the offer of employment being withdrawn. If you are appointed, and it is found that you did not reveal a previous conviction you will be subject to disciplinary action and your employment may be terminated

NHS Fife will meet the cost of Protection of Vulnerable Groups (PVG) scheme or Police Act Check applications if this is a requirement of the post. Existing PVG scheme members may require a scheme update and the interview panel should be informed of this. Again NHS Fife will meet costs associated with this.

Information in relation to Scotland’s disclosure and rehabilitation of offenders regime can be found on the Disclosure Scotland website www.disclosurescotland.co.uk

## Occupational Health Clearance

Any offer of employment is subject to satisfactory Occupational Health clearance. The successful candidate will be asked to complete a Pre-Employment Health Questionnaire. NHS Fife Occupational Health and Wellbeing will make an assessment on your fitness to carry out the post based on the information contained within the questionnaire. In certain circumstances further information is required before clearance can be given and Occupational Health and Wellbeing may contact you by telephone or request that you attend for an appointment. Clearance must be obtained before any new employee commences employment within NHS Fife. Clearance may be subject to you attending for a Post-Employment appointment and it is vital that you attend this appointment if required.

## Entitlement to Work in the UK



## Certificate of Sponsorship

With effect from 1st January 2021 freedom of movement between the United Kingdom (UK) and the European Union (EU) will end and a new immigration system will operate as defined above under ‘Entitlement to Work in the UK’.

The new system will not apply to EU citizens living in the UK by 31 December 2020. They and their family members are eligible to apply to the EU Settlement Scheme and have until 30 June 2021 to make an application.

For further information please visit the UK Visas and Immigration website.

## Regulation of Healthcare Support Workers

If this post is a Healthcare Support Worker, your performance must comply with the “Mandatory Inductions Standards for Health Care Support Workers in Scotland” 2009; and with the Code of Conduct for Health Care Support Workers, both as amended from time to time, which will be issued with your contract (further copies can be obtained at www.workinginhealth.com/standards/healthcaresupportworkers or from Human Resources). Failure to adhere to the Standards or to comply with the code may result in poor performance measures or disciplinary action and could lead to dismissal; or if you are self-employed, such failure will be deemed to be a breach of an essential term of your contract, allowing us to terminate with or without notice.

## Clinical Support Workers

If this post is a Clinical Support Worker, you will be offered the opportunity to undertake an SVQ2 or SVQ3 (dependent on band) in Health and Social Care, approximately 9 months after taking up post. It is expected that you complete this qualification, which will be fully funded by NHS Fife. Your Line Manager will provide you with more information once you are in post.

## Superannuation

Details on the Pension Scheme are contained with the fact sheet attached.

## No Smoking Policy

NHS Fife operates a No Smoking Policy and it is the case that staff are not permitted to smoke on the premises or during working hours. It is a condition of employment that you comply with these requirements.

## Agenda for Change Implementation and Variations to Contract of Employment

Agenda for Change is a nationally agreed remuneration, job evaluation, personal development and terms and conditions framework which will apply to all NHS Scotland staff (except very senior managers and staff within the remit of the Doctors’ and Dentists’ Review Body). This means that you will be subject to the terms and conditions contained within this agreement and also any subsequent national or local agreements or variations made in respect of Agenda for Change. Such changes will automatically be applied to you and your contract of employment will be deemed to have been amended on this basis.

## Job Share

Unless otherwise stated within the job advert applications for this post may be considered on a job share basis. Should you wish to apply on a job share basis please indicate this on a covering letter attached to the application form.

# Fife Employment Access Trust

* **Have you experience of a mental health problem?**
* **Want help with the application process for a post with NHS Fife**
* **Would you benefit from some support even after you start work?**
* **Are you unemployed and live in Fife?**

Fife Employment Access Trust (FEAT) is a well-respected voluntary organisation with more than 23 years experience of supporting people with into employment. They can provide free, independent and confidential support through the whole process of applying for a job and, if successful, for the first few weeks after starting work.

FEAT is independent of NHS Fife and the fact that someone has received support will not adversely affect the recruitment outcome.

For more information on the support available or if you would like to take advantage of the service contact:

**Fife Employment Access Trust**

Collydean Cottage 6/7 Hanover Court,

Glenrothes, Fife KY7 5SB

www.fifeemploymentaccesstrust.com Tel: 01592 759371

Email: enquires@f-e-a-t.co.uk

Please do not send completed application form to this address

# Auto Enrolment Fact Sheet

## What is happening?

The UK Government’s aim is for more people to have another income, on top of the state pension, when they come to retire. The basic state pension is intended to be a foundation and you may want more.

Employers are now required to enrol their workers automatically into a pension scheme to make it easier for people to start saving. You will therefore be automatically enrolled into the NHS Pension Scheme from your date of commencement with us.

## What does this mean for you?

Our pension scheme is provided by Scottish Public Pensions Agency*.* This scheme is a qualifying pension scheme, which means it meets or exceeds the government’s new standards. All benefits including life insurance and family benefits are explained on the SPPA website http://www.sppa.gov.uk/

Once a year, (following 2 years qualifying service) a statement is available online (http://www.sppa.gov.uk/) showing how much service has built up in your pension.

You can increase the amount you put in if you want by buying additional pension. For full details please see the Factsheet “Additional Pension” available on the SPPA website http://www.sppa.gov.uk/ The amount contributed by the government in the form of tax relief would also increase.

From 1st April 2019 - 2020, the member contributions are calculated as follows:

|  |  |  |
| --- | --- | --- |
| **Tier** | **Pensionable Pay Band** | **Contributions Rate in** |
|  | **(whole time equivalent) in 2019/20** | **2019/20** |
| 1 | Up to £18,936 | 5.2% |
| 2 | £18,937 to £23,228 | 5.8% |
| 3 | £23,229 to £28,891 | 7.3% |
| 4 | £28,892 to £56,266 | 9.5% |
| 5 | £56,267 to £79,801 | 12.7% |
| 6 | £79,802 to £117,960 | 13.7% |
| 7 | £117,961 and above | 14.7% |

Pension contributions are taken off salaries before tax.

In addition, NHS Fife currently contributes 20.9% to an employee’s pension.

Please note, these contribution rates may be revised. Any changes will be posted on Dispatch when they become available. On your payslip**,** the figure you will see is your contribution.

## The NHS Pension Scheme

After 2 years of membership, an annual online statement will be available from SPPA showing how much pension you have accrued. More information on the scheme can be found at www.sppa.gov.uk

## How to opt out

To opt out, you can obtain the relevant opt out form from SPPA’s website http://www.sppa.gov.uk/Documents/NHS/NHS%20Useful%20Resources/NHS%20Forms/Opting%20o ut/OPTOUT%20NHS%202013%20V.1.pdf

Once you have completed it, send it to the Payroll Dept (see payslip for details).

If your completed opt out form is received within 1 month of your start date you will be removed from the pension scheme with effect from your start date. Any payments you have already made will be refunded and you will not have become an active member of the scheme on this occasion.

If you want to stop making payments at any time after 1 month of commencing employment you can do so by completing the opt out form. Repayment of pension contributions and the calculation of preserved benefits will be arranged by SPPA. Further information on refunds is available on www.sppa.gov.uk - see NHS factsheet.

If you encounter any difficulties in accessing this form, please contact either your Line Manager in the first instance or a member of the HR Department.

## HMRC Protection

If you are one of the relatively small number of people who applied for, obtained and still hold a Fixed Protection certificate from HM Revenue and Customs (which protects the total value of all pension benefits you can have at £1.8 million without triggering an excess benefits tax charge) or an Enhanced Protection certificate then you may lose the Fixed or Enhanced Protection if you opt to remain in the scheme. If you currently hold HMRC Fixed or Enhanced Protection you may wish to consider the consequences of further accrual of benefits as this may invalidate your protection.

Further information is available from HMRC.

## A regular reminder

Anyone who opts out will be automatically enrolled back into a pension scheme at a later date (usually every three years). This is because your circumstances may have changed and it may be the right time for you to start saving. We will contact you when this happens, and you can opt out if it’s still not right for you.

## A commitment from us

If you are under 75, work or usually work in the UK, and earn over £10,000 a year (the amount set by the government for this):

* We must by law continue to maintain your membership of a scheme that meets certain government standards, and
* If your membership of such a scheme ends (and it is not because of something you do or fail to do), we must by law put you into another scheme that meets government standards straightaway.

Questions you may have:

## Will the amounts paid into my pension change?

Yes, the amounts will automatically increase or decrease accordingly if your earnings (exclusive of overtime payments) go up or down.

## If I opt out or stop making payments, can I rejoin a workplace pension scheme at a later date?

Yes, you can rejoin a workplace pension scheme. To do so, contact your payroll contact (see payslip for details) in writing by sending a letter, which has to be signed by you. Or, if sending it electronically, it has to contain the phrase “I confirm I personally submitted this notice to join a workplace pension scheme”.

## What if I want to pay more into my pension?

You can increase the amount you put in if you want by buying Additional Pension. For full details please see the Factsheet “Additional Pension” available on the SPPA website http://www.sppa.gov.uk/ The amount contributed by the government in the form of tax relief would also increase.

## What is tax relief?

The government takes tax off your income. You can see this on your payslip. Tax relief means some of your money that would have gone to the government as tax now reduces the actual cost of contributing into the pension scheme. www.direct.gov.uk/workplacepensiontaxrelief

## Where can I get further information?

If you have any questions about the pension scheme, contact:

**SPPA**

7 Tweedside Park Tweedbank Galashiels TD1 3TE

Telephone 01896 893000

 www.sppa.gov.uk

If you have any questions about your enrolment or contribution levels, contact your payroll contact (see payslip for details).

For information on pensions and saving for later life visit: www.direct.gov.uk/workplacepension

A booklet explaining pension auto enrolment together with Frequently Asked Questions has been published by the Pension Regulator and can be found at http://www.dwp.gov.uk/docs/workplace- pensions-faq.pdf

**NHS Fife provides accessible communication in a variety of formats including for people who are speakers of community languages, who require Easy Read versions, who speak BSL, read Braille or use Audio formats.**

NHS Fife SMS text service number 07805800005 is available for people who have a hearing or speech impairment.

To find out more about accessible formats contact: fife-UHB.EqualityandHumanRights@nhs.net or phone 01592 729130

# Discover Fife

With its stunning beauty, rich history and abundance of sporting and leisure activities, Fife is a fantastic place to live and work, with an identity and a character all of its own. The cost of living here is lower than the national Scottish average and house prices offer superb value for money, providing you with a high standard of living and quality of life. The major economic and cultural hubs of Edinburgh, Stirling, Perth and Dundee are all within easy commuting distance. In Fife you really can have it all.

## Work life balance

As some of the largest employers in the region, NHS Fife and Fife Council are forward-thinking and innovative organisations. Fife Health and Social Care Partnership provides a supportive environment for staff where strong teams work and develop together and where individuals can flourish to realise their full potential.

## It’s a beautiful life

The Kingdom of Fife occupies the peninsula formed by the Firth of Forth to the south and the Firth of Tay to the north. The region’s landscape is as beautiful as it is diverse, with rolling hills, lochs and spectacular coastline.

This is a place steeped in history. Dunfermline was the first capital of Scotland, home to royal inhabitants, as well as birthplace of Andrew Carnegie, steel magnate and philanthropist whose legacy lives on across the world to this day. The more recent past saw the establishment of the pits and coal mines, heavy industry whose rich heritage is still evident today in the close-knit communities of Cowdenbeath, Lochgelly and Kelty.

The town of St Andrews, named after Scotland’s patron saint, sits on its own on a wide bay on our north east shores, boasting not only Scotland’s first university, but also its oldest golf club, the Royal and Ancient Golf Club, which helped to establish the sport as one of Scotland’s greatest exports.

Nowadays it’s Kirkcaldy and new town Glenrothes that offer the modern bases favoured by major manufacturing and services industries. Both towns are well connected to Scotland’s capital, Edinburgh and the North via the M90 motorway and are easily accessible in less than half an hour
by car.

**Well connected**

Getting to and around Fife is simple, with excellent public transport links from around the UK. This fabulous region is not far from Scotland’s cities and is also very easy to get around.

With Edinburgh just to the south, Dundee and Perth to the north, and Glasgow to the south west, Fife is in a great position in Scotland and getting here is simple thanks to excellent air, road, rail and public transport links from around the UK.

###

### By road

 If you are driving from Edinburgh and the south, Edinburgh is directly connected by the Queensferry Crossing. Then head to Dunfermline where the A92 takes you further into Fife.

From Glasgow and the west, it is easiest to take the M8 to Edinburgh and then head to Fife from there. The best route from Aberdeen and Dundee is to head for the Tay Road Bridge where the A92 continues into Fife. If you are heading to Fife from Inverness, Perth and the north, follow the A9 from Inverness to Perth. Continue down the M90 from either the A912 at the Bridge of Earn, or continue to Dunfermline on the A92.

### The A92 connects the whole region and is perfect for car touring with many well sign-posted scenic routes linking the smaller towns and villages.

### By train

If you wish to get the train here, there are a number of train stations which have direct rail connections to other towns and cities in Scotland, including Edinburgh, Glasgow, Dundee, Aberdeen and Inverness. There are also links to major English towns and cities on the east and west coast. Fife Circle trains make stops at numerous towns and villages in south west Fife, while there are also regular trains which run between Edinburgh and Dundee.

### By air

National and international flights fly into Edinburgh International Airport and Dundee Airport, which are both just a 20-minute drive from the Kingdom of Fife. In addition, there is Glasgow International Airport, which is just over an hour away.

### By bus

Buses from all over the UK stop at Inverkeithing Ferrytoll, where you can continue your journey throughout Fife by bus. An express coach network links Anstruther, Dunfermline, Kirkcaldy, Leven, Glenrothes, Cupar and St Andrews and is complemented by local bus networks in each town.