

**WELCOME TO**

**NHS GREATER GLASGOW AND CLYDE**

**CANDIDATE INFORMATION PACK**

**Title: Consultant in Old Age Psychiatry**

**Location: Inverclyde Area (East)**

**Job Reference: 158995**



**Contents**

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| --- | --- |
| **Section** |  |
| Section 1 | Summary Information relating to this post |
| Section 2 | Job DescriptionThe Department/Specialty – Facilities, Resources and Activity,  |
| Duties of the postJob Plan and Person Specification |
| Section 3 | General Information |
| Section 4 | Terms and Conditions |
| Section 5 | Making your Application |
| Section 6 | About NHS Greater Glasgow and Clyde |
| Section 7 | Living and Working in the Greater Glasgow and Clyde area |



**Please visit https://apply.jobs.scot.nhs.uk for further details on how to apply**

**Search for the job reference number quoted above.**

**Please note all applications should be made via our e Recruitment system (Job Train)Section 1: Summary Information Relating to this Post**

**Grade: Consultant**

**Department: Old Age Psychiatry**

**Location: Inverclyde Royal Hospital**

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| **Additional Arrangements for Applicants : Informal enquiries and details of arrangements to visit the department regarding this post will be welcome by:** |
| **Name**  | **Job Title**  | **Email**  |  **Telephone**  |
| **Dr Ashley Fergie** | **Clinical Director** | **Ashley.fergie@ggc.scot.nhs.uk** | **0141 211 6429** |
| **Dr Sumit Sharma** | **Lead Consultant** | **Sumit.sharma@ggc.scot.nhs.uk** | **0141 314 7286** |

This fulltime post (10PA) will provide liaison services to the wards of the Inverclyde Royal Hospital and associated Larkfield Unit which is the Department for Geriatric Medicine. The post also provides Consultant input to Inverclyde care homes The post is supported by three liaison nurses. The post will also provide Consultant input to Willow Ward which is a 30 bedded organic Hospital Complex Care Ward and part of the Orchard Unit.

There is an over 65 population of 16,400 in Inverclyde with 3 full time Older Adult Psychiatrists and teams which includes this post. Inpatient older adult psychiatric beds are at the Larkfield Unit Ward 4 and Willow ward which are all part of Inverclyde Royal Hospital site. Consultants are based at the Argyll Unit at Inverclyde Royal Hospital with community team both at the Argyll Unit and Crown House, Greenock.

NHS Greater Glasgow and Clyde encourages applications from all sections of the community. We promote a culture of inclusion across the organisation and are proud of the diverse workforce we have.

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***Right to work in the United Kingdom***

*Anyone from outside of the United Kingdom (UK), excluding from the Republic of Ireland will need permission from UK Visas and Immigration (UKVI) to work in the UK and may also need entry clearance before travelling here.  The Home Office (of which UKVI is a part) is responsible for governing the way individuals from outside the UK and Republic of Ireland can work, train or study in the UK.*

*To obtain a visa or entry clearance, you will need to meet certain requirements and demonstrate you have the right the work in the UK via:*

         *the points-based immigration system*

         *the EU settlement scheme*

         *a biometric residence permit*

*A new points-based immigration system was introduced in January 2021 with parts of it in place towards the end of 2020. The system provides a route for both European Union and non-European Union nationals to work, train or study in the UK if they meet the eligibility criteria. It applies to everyone from outside of the UK who wishes to live and work here, apart from people from the Republic of Ireland and European Union nationals who were already in the UK by 31 December 2020. European Union nationals in the UK prior to 31 December 2020 should apply to the EU settlement scheme.*

*If you are an international Doctor/Dentist from outside of the UK and Republic of Ireland, you can apply for, and take up employment in medical and dental posts that may qualify for sponsorship under a skilled worker visa.  A Health and Care Worker visa allows health and care professionals to come to or stay in the UK to do an eligible job with the NHS, an NHS supplier or in adult social care.*

***EU settlement scheme***

*Free movement with the European Union (EU) ended on 31 December 2020 and there are new arrangements for EU citizens.*

*The EU settlement scheme provides EU nationals with a route to residency in the UK. EU nationals who arrived in the UK by 11pm on 31 December 2020 have until 30 June 2021 to apply to the scheme.  If you are an EU, EEA or Swiss citizen and don't already have temporary or permanent leave to remain, you and your family can apply to the EU settlement scheme to continue living in the UK after 30 June 2021. If your application is successful, you will receive either pre-settled status or settled status.*

*EU, EEA or Swiss nationals are strongly encouraged to join the EU Settlement Scheme prior to 30th June 2021.  As part of the recruitment process, you will be required to produce proof of your EU Settlement status from 1st July 2021 to demonstrate your Right to Work in the United Kingdom.*

*Existing employees may be asked to provide evidence of their EU Settlement Status from 1st July 2021.*

*Further information:* https://www.gov.uk/settled-status-eu-citizens-families.

Applicants must have full GMC Registration, a license to practise and eligible for inclusion in the GMC Specialist Register. Those trained in the UK should have evidence of higher specialist training leading to CCT or be within 6 months of confirmed entry from the date of interview. CESR (Certificate of Eligibility for Specialist Registration) route doctors are only eligible to apply for a substantive consultant post once CESR is awarded. Non-UK applicants must demonstrate equivalent training.

The job is offered as a full-time post on a 10 PA basis but applications will be considered from those wishing to work less than full-time. Up to 2 EPA’s may be available to undertake additional outpatient and/or procedure sessions or management activity.

Additional Non DCC (up to 2 PA’s in total – Inclusive of 1 core SPA plus 1 additional non DCC can be negotiated and agreed between the successful candidate and Management depending on the time required to support professional activities and the needs of the service.​​​​​​​

All newly qualified Consultants are initially offered a minimum of 1 Core Supporting Professional Activity (SPA) which includes CPD, audit, clinical governance, appraisal, revalidation, job planning and management meetings. This will be reviewed within 6 months (or earlier if required) of appointment and revised upwards if additional responsibilities are agreed.

**For further information regarding NHS Greater Glasgow and Clyde and its hospitals, please visit our website www.nhs.ggc.org.uk**

**Section 2:**

**Current Psychiatric Services – Inverclyde Area**

Inverclyde is situated on the south side of the River Clyde, neighbouring Renfrewshire and North Ayrshire, with scenic Argyll and Bute visible across the water. The main towns within Inverclyde are Greenock, Port Glasgow, Gourock, Kilmacolm, Inverkip and Wemyss Bay. The population is mainly urban with a small rural component.

Inverclyde has a population of around 80,000 with areas of both significant deprivation and affluence. Recent population trends have shown a general reduction in the number of working age adults with a steady rise in the number of the elderly population. The current over 65 population registered within GP practices in the area is 16,400.

**Inverclyde Royal Hospital**

Inverclyde Royal Hospital is a 370 bed District General Hospital situated in Greenock. This hospital has all major acute specialities. The Elderly Mental Illness Acute Ward is situated in the Larkfield Unit of the hospital. Medical staff and secretarial support are also based in this unit. The hospital also hosts on-call facilities, library and an educational centre. The Old Age Psychiatry Services are in the same unit as the Day Hospital and wards for Medicine for the Elderly, including the stroke unit. The specific facilities for Old Age Psychiatry are :-

Ward 4: This is the main acute ward for Old Age Psychiatry. This 20 bedded unit is divided into two separate 10 bedded wards : 4A for patients with organic disorders and 4B for those patients with functional disorders.

Argyll Unit: The Argyll Unit was previously the day hospital for the service. Over recent years the day hospital has been replaced with a memory clinic, and a fast-track service for urgent referrals. The Argyll unit also hosts outpatient clinics, including medical, nursing and psychological, the old age liaison service, as well as OT and physiotherapy staff. Cognitive Stimulation Therapy groups are held within the Argyll unit also.

AAU: The Acute Admission Unit is the acute ward for Adult Mental Health Services in Inverclyde. This is located within the Langhill unit on IRH grounds. Old Age Psychiatry Services have admitting rights to this ward for patients who would be better served in this unit.

I.P.C.U. Patients over the age of 65 who require the input of the Intensive Psychiatric Care Unit may be admitted there and would remain under the care of Old Age Psychiatry Services.

ECT: Electroconvulsive therapy is administered within the Langhill unit on Mondays and Thursdays. There is the possibility of involvement with the ECT service for the successful applicant if this is something they wish to pursue.

Orchard View: Opening in 2017, this purpose built unit hosts two wards for hospital based complex-care. Oak ward is a 12 bedded unit for general adult services, whilst Willow ward is a 30 bedded unit for old age services. Willow was designed to care for patients with dementia who present with significant stress and distress behaviours.

Services in Inverclyde

There are inpatient multi-disciplinary teams; nursing, physiotherapy, occupational therapy and dietetics and other AHPs are fully represented.

The Community Mental Health teams are fully integrated with Social work and have Social workers and Mental Health Officers as part of the CMHT.

There is a full range of laboratory and radiology services based in Inverclyde Royal Hospital.

Departmental Staffing Structure

**Consultant Psychiatrists in NHS GG&C**

**Consultants in Old Age Psychiatry Greater Glasgow and Clyde**

North East HSCP Dr R. Brown

Dr K. Boyle

 Dr E. Campbell

 Dr A. Philipson

East Dunbartonshire HSCP Dr A. Fergie

 Dr A. McElveen

Dr E. Jackson

 Vacant Post

West Dunbartonshire HSCP Dr C. Haxton

 Dr P. Andrew

North West HSCP Dr J Wiggins

 Dr J White

 Dr M Sheridan

South HSCP Dr E. Neilson

Dr A. Mitchell

 Dr C Ingram

 Dr E. Quinn (locum)

 Dr S Ward

 Dr E Lightbody

East Renfrewshire HSCP Dr J. Gray

Renfrewshire HSCP Dr C. Gordon

 Dr M. Webster

 Dr P. Brown

 Dr A. Ganai

Inverclyde HSCP Dr I Fergie (locum)

 Dr Z. Tayar (locum)

 This Post

**Consultant Staff Inverclyde Psychiatry**

**Consultants**

Dr Eilidh Orr Consultant Psychiatris/Clinical Director General Adult Psychiatry

Dr Jacqueline Anderson Consultant Psychiatrist

Dr Helen Anderson Consultant Liaison Psychiatry

Dr Stewart Roberts Consultant Psychiatrist (Acting Clinical Director General Adult Psychiatry)

Dr Murray Cochrane Consultant Psychiatrist

Dr Alison Cheyne Consultant Psychiatrist

Dr Brian Hart Consultant Psychiatrist (locum)

Vacant post Consultant Psychiatrist

Dr Douglas Gray Consultant Psychiatrist IPCU

Dr Audrey Hillman Consultant Psychiatrist Addictions

Dr Roger Sykes Consultant Psychiatrist Addictions

Dr May Badee Consultant Child and Adolescent Psychiatry

Dr Martin Culshaw General Adult Psychiatry/ Lead Associate Medical Director for Mental Health

**Junior Medical Staff**

There are also 8.6 FY2 to CT3 doctors and 2 Specialty Doctors

**Supporting Staff**

The community multidisciplinary team is based at Crown House, which is based in the centre of Greenock. The old age and adult mental health teams are both based here. Also on this site are medical records services and the psychiatric educational centre.

The Old Age Community Mental Health Team is a joint team accountable to both

Health and Social Services. The team comprises the following members :-

Team Lead (Health) Team Lead (Social Care) (MHO)

3 CPNs 4 Social Workers (1 of which is MHO)

1 Care Home Liaison nurse 2 Social Work Support Workers

1 Inpatient Liaison nurse 1 Clinical Support Worker

1 joint care home and inpatient liason 2 SW Clerical Assistants (P/T) nurse

2 Occupational Therapists 2 NHS Clerical Assistants (P/T)

2 Post Diagnostic Link Workers

**Argyll Unit:**

3 staff nurses

1 nursing assistant

2 Occupational Therapists

1 physiotherapist

**Responsibilities of Post Holder**

This post has 6 sessions allocated for liaison for both Inverclyde Royal Hospital and local Care Homes and 2 sessions for ward rounds for Willow Ward Complex Care Ward. There are 3 full-time liaison nurses in place who provide assessment to hospital liaison referrals over the age of 65 and to care home referrals to old age psychiatry. This post will provide regular supervision to the nursing staff as well as medical assessment of patients open to the liaison services. There is clinical psychology supervision for Stress and Distress psychological formulations. There is access to other AHPs such as OT, PT, SALT as and when needed.

The Provisional Timetable is as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| AM | Management Meetings/Admin  | Supervision with care home nurse /Liaison | Liaison | SPA (Teaching) | Liaison  |
| PM | Liaison | HBCC ward Round / Family meetings | Liaison | HBCC Ward round / Family meetings | Liaison |

The final timetable is flexible, subject to the needs of the service and would be discussed with the successful candidate. There is however a degree of flexibility with this proposed job plan, and a less than full-time position could also be considered.

This job plan is negotiable and will be agreed between the successful applicant and the Clinical Director.  NHS Greater Glasgow & Clyde initially allocates all full time consultants 10 PAs made up of 9 PAs in Direct Clinical Care (DCC) and one core Supporting Professional Activities (SPA) for CPD, audit, clinical governance, appraisal, revalidation, job planning and management meetings.  The precise allocation of SPA time and associate objectives will be agreed with the successful applicant and will be reviewed by job planning process.

The post holder will be expected to provide medical leadership and have a particular role in the development and supervision of nursing staff who have taken on the role of liaison to the general hospital and local nursing homes. Currently the capacity within care homes in Inverclyde is 716 beds. It is anticipated that the post holder will take a key role in the shaping of future service development.

The post holder will be expected to cover for colleagues during absences in line with the arrangements set out in the National Terms and Conditions. He or she must be approved under Section 22 of the Mental Health (Care and Treatment) (Scotland) Act 2003 and be able to act as RMO and AMP to patients.

The on-call commitment is currently 1 in 25 (non-resident) as part of South Glasgow and Clyde rota with continuous rota of higher trainees. Coming off the on-call rota can be discussed.

The post holder will have a part-time secretary with additional support from the other secretaries within the old age psychiatry service.

There is a fulltime consultant clinical psychologist for Inverclyde within the department of old age psychiatry who provides input to both the community and the inpatient environments. They provide therapeutic interventions as well as neuropsychological assessment. There is a particular interest in providing stress and distress formulations alongside psychological interventions to the community and the wards with psychological supervision and training of staff on this model.

Multidisciplinary Teaching

There is opportunity for multidisciplinary teaching within the service from time to time and this is encouraged as a contribution to team/staff development. Medical students are regularly on attachment from Glasgow University

Research

There are a number of research projects on going in Greater Glasgow and Clyde, and the post holder will be encouraged to become involved in research if they wish.

ECT

ECT is provided within Inverclyde and there would be an opportunity to be involved in the service if the applicant were successful and wished to pursue this.

Study Leave

There is a study leave budget and medical staff are encouraged to ensure that they keep their practice up to date.

C.P.D.

There is a West of Scotland CPD Programme.

There is internal teaching regularly based within Inverclyde.

There is specific old age psychiatry teaching on a monthly basis which all consultants in the West of Scotland are welcome to attend.

Consultants Clinical Governance Meetings

All local psychiatric consultants meet weekly on a Thursday to review local matters.

Management/Administrative work

The Mental Health Division has recently undergone a management restructure primarily to support clinical governance and to focus on clinical service delivery. The current Sector Management Team would encourage the post holder to be active in clinical input to managerial planning.

**PERSON SPECIFICATION FORM**

|  |  |  |
| --- | --- | --- |
|  | Essential | Desirable |
| Qualifications | * Medical degree (MBChB or equivalent)
* Applicants must have full GMC registration, a licence to practise and be eligible for inclusion in the GMC Specialist Register for Old Age Psychiatry. Applicants must be on the Specialist Register or be within 6 months of the anticipated award of a CCT at the time of interview for the post.
* MRCPsych or FRCPsych or equivalent
* Able to be approved by Health Board under s20 of the mental health act.
 | * Additional relevant qualification such as DGM, MRCGP, MSc, MPhil, MD or PhD
 |
| Knowledge & understanding | * Extensive knowledge about mental disorders and issues affecting older people .
* Good knowledge of service organisation
* Up to date awareness of government policy on issues affecting older people, particularly with regard to dementia
* Understanding of principles of clinical governance.
 | * Knowledge of range of service systems and their relative merits
* Advanced knowledge of a relevant aspect of the specialty
 |
| Abilities & skills | * Ability to apply knowledge to clinical practice and service development
* Ability to diagnose and treat mental illness of older people.
* Ability to apply service procedures (such as Care Programme Approach) and mental health law.
* Ability to make good medical notes
* Ability to communicate effectively with other professionals.
* Ability to work effectively in a multidisciplinary team.
* Evidence of having ability to teach and coach junior medical staff, medical students as well as other staff groups
* Computer literacy (basic word processing, email and internet use)
 | * Advanced skills in clinical assessment and treatment of older patients
* Excellence in communication
* Analytical approach to problems
* Evidence of potential to develop specialty skills
* Advanced computer skills (statistics package, database, spreadsheet)
* Evidence of working with carers’ groups
 |
| Motivation | * Commitment to care of older people
* Commitment to evidence-based practice
* Commitment to lifelong learning.
* Commitment to clinical governance
* Ability to organise own learning and time.
 | * Enthusiasm
* Punctuality.
* Initiative (for example, evidence of initiative in a clinical governance project)
 |
| Personality & attitudes | * Honesty
* Reliability
* Flexibility
* Ability to undertake responsibility
* Ability to cope calmly with stressful situations
* Ability to work with other consultants in the service
* Demonstrates leadership
 |  |
| Experience | * Experience of delivering a mental health service for older people
* Experience of leading a multidisciplinary team
* Evidence of participation in clinical governance activities, including medical audit.
* Experience in clinical research
* Presentations to various groups
 | * Experience of working in more than one model of health service provision
* Experience of leading a clinical governance activity
* Publications
 |
| Other requirements |  | * Independently mobile (car driver)
 |

**Section 3:**

**Regulatory Body: General Medical Council & General Dental Council:** In the UK, the General Medical Council (GMC) and the General Dental Council (GDC) are the public bodies that maintain the official register of medical and dental practitioners within the United Kingdom. Their chief responsibility is to “protect, promote and maintain the health and safety of the public” by controlling entry to the register, and suspending or removing members when necessary. It also sets the standards for medical schools in the UK.

To practice medicine and dentistry in Scotland, you must have a valid GMC Registration with a Licence to Practice or a GDC Registration. To find out more about the main types of registration which allow doctors to work in different posts. Please click here **https://careers.nhs.scot/careers/find-your-career/international-recruitment/regulatory-bodies**

For medical consultant posts the post holder on commencement of the post must have full registration with the General Medical Council (GMC a licence to practice and be eligible for inclusion in the GMC Specialist Register. Those applicants trained in the UK should have evidence of higher specialist training leading to Certificate of Completion of Training (CCT) or be within 6 months of confirmed entry from the date of interview. Non UK applicants must demonstrate equivalent training.

If you are unsure of your eligibility to join the Specialty Register then find out more at:-

**https://www.gmc-uk.org/registration-and-licensing/the-medical-register/a-guide-to-the-medical-register/specialist-and-gp-application-types**

Additional information for dental appointments

The GDC issues **Full Registration** and **Temporary Registration**.

* Temporary registration can be issued to allow a dentist to practise dentistry only in selected supervised posts for training, teaching or research purposes.  Temporary registrations are granted for 6 months at a time, up to a maximum of 5 years.
* Full registration allows a dentist to practice dentistry in the UK without restriction.

In addition to full registration, dentists can also *choose* to be included on the **Specialist List.**

* The specialist lists are lists of registered dentists who meet certain conditions and are entitled to use a specialist title. They do not *have* to join a specialist list to practise any particular specialty, but they can only use the title 'specialist' if they are on the list. For more information on please visit **https://www.gdc-uk.org/**

***Right to work in the United Kingdom***

*Anyone from outside of the United Kingdom (UK), excluding from the Republic of Ireland will need permission from UK Visas and Immigration (UKVI) to work in the UK and may also need entry clearance before travelling here.  The Home Office (of which UKVI is a part) is responsible for governing the way individuals from outside the UK and Republic of Ireland can work, train or study in the UK.*

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* *the points-based immigration system*
* *the EU settlement scheme*
* *a biometric residence permit*

*A new points-based immigration system was introduced in January 2021 with parts of it in place towards the end of 2020. The system provides a route for both European Union and non-European Union nationals to work, train or study in the UK if they meet the eligibility criteria. It applies to everyone from outside of the UK who wishes to live and work here, apart from people from the Republic of Ireland and European Union nationals who were already in the UK by 31 December 2020. European Union nationals in the UK prior to 31 December 2020 should apply to the EU settlement scheme.*

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***EU settlement scheme***

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*The EU settlement scheme provides EU nationals with a route to residency in the UK. EU nationals who arrived in the UK by 11pm on 31 December 2020 have until 30 June 2021 to apply to the scheme.  If you are an EU, EEA or Swiss citizen and don't already have temporary or permanent leave to remain, you and your family can apply to the EU settlement scheme to continue living in the UK after 30 June 2021. If your application is successful, you will receive either pre-settled status or settled status.*

In addition to the above, all appointments will be made subject to the receipt of satisfactory Pre Employment Checks including: Disclosure Scotland Criminal Records Check / Membership of the Protection of Vulnerable Groups ( PVG) &where applicable evidence of overseas criminal records check, Occupational Health Check, References (all jobs are only offered following receipt of satisfactory references, covering a minimum of a 3 year period), Qualifications, Identity and Right to Work in the UK checks, Fitness to Practice & Revalidation.

**Data Protection Legislation**

The information supplied by your application will only be processed by authorised NHS Greater Glasgow and Clyde personnel involved in relevant stages of the recruitment process. Applications submitted via the online NHS Scotland Application form will be imported into the NHS Greater Glasgow and Clyde recruitment system. The information you provide will be retained by NHS Greater Glasgow and Clyde  and will be used for the purpose of  processing your application and for statistical and audit purposes.  NHS Greater Glasgow and Clyde will process the information for the stated purposes in regards your application for employment. If your application is unsuccessful your information will be retained securely for 12 months from the completion of the recruitment process and then confidentially destroyed.

**Section 4:**

**Consultant Appointment**

**Terms and Conditions**

Terms and Conditions of Service are those determined by the Terms and Conditions of the New Consultant Grade (Scotland) as amended from time to time. For an overview of the terms and conditions visit **http://www.msg.scot.nhs.uk/pay/medical**

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| **TYPE OF CONTRACT** | **Permanent** |
| **GRADE AND SALARY** | **Consultant** The whole-time salary will be a starting salary of:- £91,474 - £121,548 per annum (pro rata if applicable) Progression of salary is related to experience. New Entrants to the NHS will normally commence on the minimum point of the salary scale, (dependent on qualifications and experience). Salary is paid monthly by Bank Credit Transfer. |
| **HOURS OF WORK**  | **Full-Time**  |
| **SUPERANNUATION** | New entrants to NHS Greater Glasgow and Clyde who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme.  Should you choose to "opt out" arrangements can be made to do this via: www.sppa.gov.uk  |
| **REMOVAL EXPENSES** | Assistance with removal and associated expenses may be given and would be discussed and agreed prior to appointment.  |
| **EXPENSES OF CANDIDATES FOR APPOINTMENT** | Candidates who are requested to attend an interview will be given assistance with appropriate travelling expenses. Re-imbursement shall not normally be made to employees who withdraw their application or refuse an offer of appointment. |
| **SMOKEFREE POLICY** | NHS Greater Glasgow and Clyde operate a No Smoking Policy in all premises and grounds. |
| **DISCLOSURE SCOTLAND** | This post is considered to be in the category of “Regulated Work” and therefore requires a Disclosure Scotland Protection of Vulnerable Groups Scheme (PVG) Membership. |
| **CONFIRMATION OF ELIGIBILITY TO WORK IN THE UK** | NHS Greater Glasgow and Clyde (NHSGGC) has a legal obligation to ensure that it’s employees, both EEA and non EEA nationals are legally entitled to work in the United Kingdom. Before any person can commence employment within NHSGGC they will need to provide documentation to prove that they are eligible to work in the UK. Non EEA nationals will be required to show evidence that either Entry Clearance or Leave to Remain in the UK has been granted for the work which they are applying to do. Where an individual is subject to immigration control under no circumstances will they be allowed to commence until the right to work in the UK has been verified.. You will be required provide appropriate documentation prior to any appointment being made. |
| **REHABILITATION OF OFFENDERS ACT 1974** | The rehabilitation of Offenders act 1974 allows people who have been convicted of certain criminal offences to regard their convictions as “spent” after the lapse of a period of years. However, due to the nature of work for which you are applying this post is exempt from the provisions of Section 4 of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions Orders 1975 and 1986). Therefore, applicants are required to disclose information about convictions which for other purposes are “spent” under the provision of the act in the event of employment, failure to disclose such convictions could result in dismissal or disciplinary action by NHS Greater Glasgow and Clyde. Any information given will be completely confidential. |
| **DISABLED APPLICANTS** | Job Interview Guarantee Scheme As a Disability Symbol user, we recognise the contribution all individuals can make to the organisation regardless of their abilities. As part of our ongoing commitment to extending employment opportunities, all applicants who are disabled and who meet the minimum criteria expressed in the job description will be guaranteed an interview. A disability or health problems does not preclude full consideration for the job and applications from people with disabilities are welcome. All information will be treated as confidential. You will note on our application form that we ask for relevant information with regard to your disability. This is simply to ensure that we can assist you, if you are called for interview, to have every opportunity to present your application in full. We may call you to discuss your needs in more detail if you are selected for interview. |



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| --- | --- |
| **FLEXIBLE WORKING**  | NHS Greater Glasgow and Clyde operates flexible staffing arrangements whereby all appointments are to a grade within a department. The duties of an officer may be varied from an initial set of duties to any other set, which are commensurate with the grade of the officer. The enhanced experience resulting from this is considered to be in the best interest of both NHS Greater Glasgow and Clyde and the individual. |
| **EQUAL OPPORTUNITIES** | The postholder will undertake their duties in strict accordance with NHS Greater Glasgow and Clyde’s Equal Opportunities Policy. |
| **NOTICE** | **The employment is subject to 3 months’ notice on either side, subject to appeal against dismissal.** |
| **MEDICAL NEGLIGENCE** | In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board does not require you to subscribe to a Medical Defence Organisation. Health Board indemnity will cover only Health Board responsibilities. It may, however, be in your interest to subscribe to a defence organisation in order to ensure you are covered for any work, which does not fall within the scope of the indemnity scheme. |



**Section 5:**

**Making your Application**

From the 3rd of June 2019 candidate applications for Medical and Dental posts within NHS Greater Glasgow and Clyde (NHSGGC) will only be accepted via the completion of an online application form. NHSGGC utilise a third party recruitment system called JobTrain and when you complete and submit the online application form your submitted application will be imported into JobTrain and any emails will be sent via the JobTrain Recruitment System.

If this is the first time you have applied for an NHSGGC vacancy via our eRecruitment system (JobTrain), you will be asked to create an account. You can do this via an email address or social media account. Please make sure the email address submitted is correct as this will be our primary method of contact during each stage of the recruitment process. You will receive emails from our eRecruitment system throughout the process, you can reply to these and they will be received by our Medical Recruitment team member managing the vacancy. Please ensure you check the email account (including junk/spam boxes) from which you apply regularly as we will use this to contact you regarding your application.

NHS Scotland does not accept CV’s in addition to/instead of a completed application form. Your CV will not be provided to the interview panel for shortlisting.

Please remember when using the online application system you will time-out after 30 minutes of inactivity. Please regularly save your application.

NHS GGC is unable to accept written applications; all applications must be submitted via eRecruitment system, JobTrain. Please visit **https://apply.jobs.scot.nhs.uk**

**Contact Us**

For any additional information about this post, guidance in completing your application or if you have any personal requirements that will enable you to participate in our recruitment process please contact a member of our NHS Greater Glasgow and Clyde’s Medical and Dental Recruitment team via:

 Tel: +44 (0)141 278 2700 and select Option 1

 Email: nhsggc.recruitment@nhs.scot

Thank you for your interest in NHS Greater Glasgow and Clyde, we look forward to receiving your application.

**Section 6:**

**About NHS Greater Glasgow and Clyde**

NHS Greater Glasgow and Clyde is the largest health board and provider of healthcare in Scotland and one of the largest in the UK. Responsible for the provision and management of the whole range of health services in this area including hospitals and General Practice, NHS Greater Glasgow and Clyde works alongside partnership organisations including local authorities and the voluntary sector.

It serves a population of 1.15 million covering 6 local authority areas which include the city of Glasgow as well as incorporating both urban and rural areas. With a total budget of £3.2 billion and a workforce of around 39,369 staff, NHS Greater Glasgow and Clyde delivers local, regional and national services including acute hospital, primary, mental health and community services.

## Capital Building Modernisation Programme

A major capital building programme of over £1 billion to modernise Glasgow’s acute hospitals has already seen the delivery of the new West of Scotland Cancer Centre, two Ambulatory Care Hospitals at Stobhill and the Victoria as well as a new Laboratory Facility providing Biochemistry, Haematology, Pathology, Genetics and citywide mortuary services based on the South Glasgow Hospitals Campus which was opened in 2012.

**NHS Greater Glasgow and Clyde, Acute Services Division**

NHS Greater Glasgow and Clyde’s Acute Services are delivered currently from three Sectors covering North Glasgow, South Glasgow and Clyde and three Directorates with cross site responsibilities covering Women and Children’s Services, Regional Services and Diagnostics.

The dimensions of the Directorates/Sectors are around:

|  |  |  |
| --- | --- | --- |
| **Sector/Directorate** | **Budget (£m)** | **Staff numbers** |
| South | £353m | 5,116 |
| Regional | £273m | 3,486 |
| North | £193m | 3,397 |
| W&C | £193m | 2,961 |
| Diagnostics | £187m | 2,765 |
| Clyde | £177m | 3,019 |
| Acute corporate | £24m | 49 |
| **TOTAL** | **£1400M** | **20,793** |

NHS Greater Glasgow and Clyde has the largest group of adult acute hospitals in Scotland offering many opportunities to ensure job satisfaction and career development. We provide a wide range of services from community-based care through to the full range of general and specialist hospital services. Close links are enjoyed with all universities in Glasgow and Clyde and our staff makes a significant contribution to both undergraduate and postgraduate teaching across the multidisciplinary spectrum.

In Glasgow north of the river Clyde, there are Glasgow Royal Infirmary, Stobhill Ambulatory Care Hospital, Gartnavel General Hospital (including the Beatson West of Scotland Cancer Centre) and Glasgow Dental Hospital & School. In Glasgow south of the river, there are the Queen Elizabeth University Hospital, the Royal Hospital for Children, the Victoria Hospital Ambulatory Care Hospital and West Glasgow Ambulatory Care Hospital. And within the Clyde area are the Royal Alexandra Hospital in Paisley, Inverclyde Royal Hospital in Greenock and the Vale of Leven District General Hospital in Alexandria.

## Queen Elizabeth University Hospital and Royal Hospital for Children

In 2015, the new Queen Elizabeth University Hospital (QEUH) opened at the old Southern General Hospital site. This is a flagship Scottish Government project and sees the amalgamation of services from the Victoria Infirmary, the Southern General Hospital, and the Western Infirmary.

The new hospital has 1109 patient rooms, a 20 bed Intensive Care Unit and a 39 bed High Dependency Unit. In addition, the new Glasgow paediatric hospital the Royal Hospital for Children is co-located on site and this facility works closely with the recently opened Maternity Hospital.

The Queen Elizabeth Teaching and Learning Centre developed jointly by NHS Greater Glasgow and Clyde and The University of Glasgow, is an investment of £27 million to provide a training environment for the clinical years of the undergraduate medical degree (MBChB), and postgraduate training facilities for medical staff and a large variety of NHS professionals. Three floors of this purpose built centre are dedicated to teaching and learning and are connected to the main QEUH building by a link bridge. For more information visit **https://www.nhsggc.org.uk/patients-and-visitors/main-hospital-sites/queen-elizabeth-university-hospital-campus/teaching-and-learning-centre/about-the-centre/**

The Queen Elizabeth University Hospital is not only the largest hospital campus in Glasgow but one of the most modern and cutting edge locations for medical care in Scotland. The QEUH is expected to be designated a Major Trauma Centre by 2020.

The Royal Hospital for Children (RHC) provides paediatric care for children up to the age of 16. This facility if conjoined with the QEUH.

The Institute of Neurological Sciences (INS). This provides Neurosurgical and Oral Maxillofacial Services, and is on the same campus as the QEUH connected by a link corridor.

Further information is available at **https://www.nhsggc.org.uk/patients-and-visitors/main-hospital-sites/queen-elizabeth-university-hospital-campus/queen-elizabeth-university-hospital-glasgow/queen-elizabeth-university-hospital/**

## Education and Research

In total there are 35 hospitals of different types including 6 teaching hospital sites with additional teaching and research facilities for Medical, Nursing and Allied Health Professionals across Acute Services, which have responsibility for ensuring effective partnerships with 4 universities and local colleges who play a vital role in the education and training of all our health care professionals :

* University of Glasgow
* Glasgow Caledonian University
* University of Strathclyde
* The University of the West of Scotland

We have 35 hospitals of differing types providing a comprehensive range of Acute Hospital, Maternity, Mental Health and Community Care facilities.

We work with our six Health and Social Care Partnerships covering Glasgow City, Renfrewshire, East Renfrewshire, Inverclyde, East Dunbartonshire and West Dunbartonshire .

In addition we are supported by our Board-wide Corporate service’s directorates including Public Health, Estates and Facilities, e-Health, as well as corporate teams in Finance, Planning and Human Resources and Organisational Development and other specialist services.

We are committed to delivering high quality, innovative health and social care that is person-centred. Our ambition is to be a quality-driven organisation that cares about people -patients, their relatives and carers and our staff and is focussed on achieving a healthier life for all.

NHS Greater Glasgow and Clyde provides services through 6000 beds across:

* 9 acute inpatient sites
* The Beatson West of Scotland Cancer Centre
* 61 health centres and clinics
* 10 Mental Health Inpatient sites
* 6 Mental health long stay rehabilitation sites

Our Acute care is provided across NHS Glasgow and Clyde on a range of main sites click here to find out more **https://www.nhsggc.org.uk/locations/hospitals/**

* Beatson West of Scotland Cancer Centre
* Gartnavel General Hospital
* Glasgow Royal Infirmary
* Inverclyde Royal Hospital
* Lightburn Hospital
* Queen Elizabeth University Hospital
* Royal Hospital for Children
* The Institute of Neurological Sciences
* Princess Royal Maternity Hospital
* Royal Alexandra Hospital
* Vale of Leven Hospital

3 Ambulatory care hospitals are located at:

* New Stobhill Hospital
* New Victoria Hospital
* West Glasgow Ambulatory Care Hospital

Each year we deliver around 170,000 emergency medical and 62,000 emergency surgical episodes and 165,000 day cases. We continue to operate one of the busiest A&E/minor injuries units in the UK with 455,000 attendances. We deliver 400,000 new outpatient attendances.

NHS Greater Glasgow and Clyde is responsible for improving the health of our local population and delivering the healthcare it requires. Our purpose is to provide strategic leadership and direction, and ensure the efficient, effective and accountable governance of the local NHS system.

**NHS Greater Glasgow and Clyde Medical Workforce Plans**

The three Workforce Plans focus on Medical and Dental workforce issues and will form part of an overarching plan which will include other elements of the Acute workforce including Nursing and Midwifery, Allied Health Professionals and all other NHS staff groups. For more information on the **Acute Services Medical Workforce Plan**, **Mental Health Services Medical Workforce Plan** and the **Oral Health (Dentist) Workforce Plan** please visit **https://www.nhsggc.org.uk/working-with-us/hr-connect/workforce-planning-and-analytics/workforce-planning/nhsggc-medical-workforce-plans/**

**Our Culture and Values**

*Jane Grant, Chief Executive, NHS Greater Glasgow and Clyde*

*‘It is key that we are all committed to the core NHS values of: Care and Compassion – Dignity and Respect – Openness, Honesty, Responsibility, Quality and Teamwork – and we use these values to guide us in all that we do.*

*NHS Greater Glasgow and Clyde is a great organisation with a huge pool of terrific talent. We are committed to equality and diversity – to a zero tolerance toward racism, sexism and homophobia. We have access to some of the finest facilities and resources in the country, but it is the values and attitudes we demonstrate as individuals that make the biggest difference to our patients and their families.*

*These key messages are important for new colleagues joining our organisation – but I also believe it is important that we all remind ourselves of the opportunities we have to impact very positively on the lives of thousands of patients and their families no matter what job we do as part of NHS Greater Glasgow and Clyde’.*

**https://www.nhsggc.org.uk/working-with-us/hr-connect/learning-education-and-training/induction-portal-welcome-to-nhs-greater-glasgow-and-clyde/**

For more information about NHS Greater Glasgow and Clyde please visit: **www.nhsggc.org.uk.**

Find out more about NHS Scotland, the biggest employer in the country, providing jobs to people in more than 70 different professions, and its workforce is its greatest asset. **https://www.scotland.org/work/career-opportunities/healthcare**

**Section 7:**

**Living and Working in the Greater Glasgow and Clyde area**

As a place to live, the Greater Glasgow and Clyde area has many attractions.The West of Scotland combines cosmopolitan charm, lush countryside and soothing seaside. Culturally diverse, architecturally stunning and historically rich, this vibrant region is home to innovation, celebration and the largest city in Scotland – Glasgow.

As Scotland’s most populous region, the West of Scotland is home to approximately two million people. In addition to the city of Glasgow, East and West Dunbartonshire, Inverclyde, Ayrshire, North and South Lanarkshire, Renfrewshire and East Renfrewshire make up this captivating and eclectic part of the country.

This is a region of striking contrast. Larger areas like Glasgow are within easy reach of picturesque towns, villages and some of Scotland’s most scenic beaches, captivating wildlife and tranquil countryside.



**Glasgow**



Multicultural, magnificent and brimming with personality, Scotland’s largest city is home to nearly 600,000 people. Discover rich history, stunning architecture and the best shopping in the UK outside London. Glasgow is one of the highest ranking cities in the UK for quality of life. (source: Mercer survey, 2012)

This aptly-named ‘Dear Green Place’ blends the best of urban-living with the splendour of lush gardens and parks. Impressively, the city boasts more green space per square mile than any other UK city. With some of the biggest and brightest businesses Scotland has to offer, in addition to enjoying the scenery, you can explore the many great career opportunities the city offers.

Offering the best of both worlds, Glasgow is close to breathtaking countryside offering up nearby hill walking, sailing, and cycling. Some of the world’s greatest golf courses are all within an hour’s drive of the city. And this bustling city’s arts and culture, nightlife and food are hard to surpass.

Home to over 133,000 students from around the world, this vibrant city has five world-renowned universities and seven colleges.

**Lots to see and do**

No matter what your age or interest, the West has something for you. Be dazzled by Charles Rennie Mackintosh’s iconic architecture in Glasgow or satisfy your appetite with mouth-watering produce at the farmers’ markets in Renfrewshire and Inverclyde.

You also have your choice of impressive year-round events and festivals, attractions or some of the best leisure facilities in the country. And as a UNESCO City of Music, Glasgow offers an impressive range of musical delights.

Experience the award-winning wonder of Kelvingrove Art Gallery and Museum and the awe-inspiring Glasgow Science Centre, or enjoy international musicians, sporting events and more at the city’s last addition, the 12,000 seat SSE Hydro Arena.

This year’s Mercer’s Quality of Living survey sees Glasgow beat the likes of Rome, Prague, and Dubai to be named as one of the best cities in the world to live.

The West loves its sports – evident in its numerous outstanding leisure centres and facilities. Glasgow is one of the world’s top 10 destinations for sports events and in 2014, Glasgow hosted the 20th Commonwealth Games. The newly built Commonwealth Arena and adjoining Sir Chris Hoy Velodrome in the East End of Glasgow hosted badminton and cycling events for the 2014 games.

In Ayrshire you can celebrate the national poet at the Burns and a' that Festival, admire the spectacular scenery at the Ayr Flower show or try your luck at the races at the Scottish Grand National.

**Housing**

Whether you are renting or buying, Glasgow offers a superb selection of housing. Here you’ll have your choice of apartments on the River Clyde, spacious Victorian flats in the West End and family homes in leafy suburbs conveniently located near to schools.

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**Getting around**

The region’s excellent transport links mean you’re connected to the rest of the UK - and the world.

The M8 motorway connects the West with the rest of Scotland, taking just under an hour to drive between the country’s major cities Glasgow and Edinburgh, a well-used commuter’s route.

The bus is an effortless way to get around because it’s inexpensive and widely available across the region – even in remote locations.   Glasgow has the UK’s largest suburban rail network outside London.

An abundance of stations and travel times makes exploring the region by train an easy option. The rail network links both rural areas and cities with the rest of Scotland and the wider UK.

From Ardrossan, Gourock and Wemyss Bay you can also travel by ferry to many of Scotland’s islands, or further afield from one of the cruise ships that dock at Greenock harbour.

Glasgow’s two international airports connect the region with the rest of the UK and beyond. There are approximately 200 flights per day from Glasgow international airport alone, ready to fly you to over 90 destinations like London, Dubai and New York.

The best of the city-living, magnificent countryside and an opportunity to work in some of Scotland’s most exciting industries means this region is a hugely popular place to live, play and work.

**To find more information about living and working in Scotland please visit:**

**https://www.visitscotland.com/**

**https://www.scotland.org/**

**https://www.talentscotland.com/**

**https://moverdb.com/moving-to-glasgow/**