

# Working for NHS Lothian

JOB TITLE: Fixed term (08/09/2025 to 04/01/2026)

Specialty Trainee Locum Appointment for Training (LAT) Palliative Medicine in NHS Lothian

JOBTRAIN REFERENCE: 221352

CLOSING DATE: 29/07/2025



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Unfortunately we cannot accept CV's as a form of application and only application forms completed via the Jobtrain system will be accepted. Please visit <https://apply.jobs.scot.nhs.uk> for further details on how to apply.

You will receive a response acknowledging receipt of your application.

**This post requires the post holder to have a PVG Scheme membership/record. If the successful applicant is not a current PVG member for the required regulatory group i.e. child and/or adult, then an application will need to be made to Disclosure Scotland and deemed satisfactory before the successful post holder can commence work.**

All NHS Scotland and NHS Lothian Medical vacancies are advertised on our medical jobs microsite:  
[www.medicaljobs.scot.nhs.uk](http://www.medicaljobs.scot.nhs.uk)

Please visit our Careers website for further information on what NHS Lothian has to offer  
<http://careers.nhslothian.scot.nhs.uk>



<http://careers.nhslothian.scot.nhs.uk>

## Section 2: Person Specification

### 3

## 6PALLIATIVE MEDICINE – ST4

### ENTRY CRITERIA

#### Essential Criteria

##### Qualifications:

Applicants must have:

- MBBS or equivalent medical qualification
- Either of the following:
  - MRCP(UK) Part 1 at time of application and MRCP(UK) full diploma by offer date<sup>i</sup>
  - Eligibility for the specialist register in general internal medicine by time of application<sup>ii</sup>
  - Completion of Irish Basic Specialty Training in medicine and the MRCPI full diploma by offer date

#### When is this evaluated?<sup>iii</sup>

Application form  
Interview/selection centre<sup>iv</sup>, pre-employment check

##### Eligibility:

Applicants must:

- Be eligible for full registration with, and hold a current licence to practise<sup>v</sup> from, the GMC at the advertised post start date for the vacancy<sup>vi</sup>
- Have evidence of achievement of Internal Medicine Stage 1 capabilities, for the round of application, via one of the following methods:
  - Current employment in a programme which leads to successful completion of Internal Medicine Stage 1 Training<sup>vii</sup> by the advertised post start date for the vacancy, via one of these approved routes:
    - UK Internal Medicine Stage 1 Training
    - UK ACCS (Internal Medicine)<sup>viii</sup>
    - UK Broad Based Training (medicine route)
    - A standalone UK IMY3 programme (following completion of UK core medical training/ACCS (acute medicine))
  - JRCPTB internationally level 3 accredited equivalent Internal Medicine Stage 1 Training programme<sup>ix</sup>
  - Successful completion of one of the programmes listed above, evidenced by ARCP<sup>x</sup>
  - Completion of UK ST3 in General Internal Medicine and satisfactory progress for any subsequent GIM training, by the advertised post start date for the vacancy, evidenced by ARCP<sup>xi</sup>
  - Evidence of achievement of Internal Medicine Stage 1 capabilities at time of application. Acceptable evidence is only permitted via the *Alternative Certificate to Enter Group 1 Higher Physician Specialty Training*<sup>xii</sup>
- Be eligible to work in the UK

#### When is this evaluated?

Application form, interview/selection centre, pre-employment check

##### Fitness to practise:

Is up to date and fit to practise safely

#### When is this evaluated?

Application form, references



<p><b>Language skills:</b></p> <p>Applicants must have demonstrable skills in written and spoken English, adequate to enable effective communication about medical topics with patients and colleagues, as assessed by the General Medical Council<sup>xiii</sup></p>	<p><b>When is this evaluated?</b></p> <p>Application form, interview/selection centre</p>
<p><b>Health:</b></p> <p>Applicants must meet professional health requirements (in line with GMC standards / Good Medical Practice)</p>	<p><b>When is this evaluated?</b></p> <p>Application form, pre-employment health screening</p>
<p><b>Career progression:</b></p> <p>Applicants must:</p> <ul style="list-style-type: none"> <li>• Be able to provide complete details of their employment history</li> <li>• Have evidence that their career progression is consistent with their personal circumstances</li> <li>• Have evidence that their present level of achievement and performance is commensurate with the totality of their period of training</li> <li>• Have sufficient experience<sup>xiv</sup> working in medical specialties (not including foundation level experience) by the advertised post start date for the vacancy. This can be via either: <ul style="list-style-type: none"> <li>➢ Training completed in: <ul style="list-style-type: none"> <li>➢ UK Internal Medicine Stage 1 Training</li> <li>➢ UK ACCS (Internal Medicine)</li> <li>➢ UK Broad Based Training (medicine route)</li> <li>➢ A standalone UK IMY3 programme (following completion of UK core medical training/ACCS (acute medicine))</li> <li>➢ JRCPTB internationally level 3 accredited equivalent Internal Medicine Stage 1 Training programme <b>or</b></li> </ul> </li> <li>➢ Have at least 36 months' experience in medical specialties (of which at least 18 months must include the care of acute medical in-patients). Experience in certain acute care common stem specialties can be counted towards the 36 months in some circumstances<sup>xv</sup></li> </ul> </li> <li>• Have notified the Training Programme Director of the Specialty Training Programme they are currently training in if applying to continue training in the same specialty in another region<sup>xvi</sup>.</li> <li>• Not already hold, nor be eligible to hold, a CCT/CESR in the specialty; and must not currently be eligible for the specialist register for the specialty to which they are applying<sup>xvii</sup></li> <li>• If you have previously resigned, or been removed from, a training programme in any specialty, you must obtain a Support for Reapplication to Specialty Training form signed by the Training Programme Director/Head of School and Postgraduate Dean from the region you previously undertook training in. This must be submitted with your application. <sup>xviii</sup></li> <li>• <b>For those wishing to be considered for Locum Appointment for Training posts (where available):</b> no more than 24 months experience in LAT posts in the specialty by the advertised post start date for the vacancy.</li> </ul>	<p><b>When is this evaluated?</b></p> <p>Application form Interview/selection centre</p>
<p><b>Application completion:</b></p> <p>ALL sections of application form completed FULLY according to written guidelines</p>	<p><b>When is this evaluated?</b></p> <p>Application form</p>
<p><b>SELECTION CRITERIA</b></p>	



<b>Qualifications</b>		
<b>Essential Criteria</b> <ul style="list-style-type: none"> <li>As above</li> </ul>	<b>Desirable Criteria</b> <ul style="list-style-type: none"> <li>Full MRCP (UK) at the time of application</li> <li>Higher degrees including MSc, PhD or MD (not including intercalated BSc or 'Honorary' MA)</li> <li></li> </ul>	<b>When is this evaluated?</b> Application form, interview/selection centre
<b>Career Progression</b>		
<b>Essential Criteria</b> <ul style="list-style-type: none"> <li>Evidence that present achievement and performance is commensurate with totality of training</li> </ul>		<b>When is this evaluated?</b> Interview/selection centre
<b>Clinical Experience</b>		
<b>Essential Criteria</b> <ul style="list-style-type: none"> <li>Evidence of experience in a range of acute medical specialties, with experience of managing patients on unselected medical take during core training or equivalent</li> </ul>	<b>Desirable Criteria</b> <ul style="list-style-type: none"> <li>Experience at core level of managing patients with palliative care needs</li> <li>Experience of specialties relevant to palliative care e.g. geriatric medicine, haematology, neurology, oncology, palliative medicine, rehabilitation medicine</li> <li>Experience of managing patients with severe acute medical disease.</li> </ul>	<b>When is this evaluated?</b> Application form Interview/selection centre References
<b>Clinical skills – clinical knowledge &amp; expertise</b>		
<b>Essential Criteria</b> <ul style="list-style-type: none"> <li>Demonstrates awareness of managing acute medical conditions, including emergencies, in patients and out patients</li> <li>Appropriate knowledge base, and ability to apply sound clinical judgement to problems</li> <li>Able to work without direct supervision where appropriate</li> <li>Able to prioritise clinical need</li> <li>Able to maximise safety and minimise risk</li> </ul>	<b>Desirable Criteria</b> <ul style="list-style-type: none"> <li>Evidence of some capabilities in the specialty as defined by the relevant curricula</li> <li>Evidence of skills in the management of acute medical emergencies</li> <li>Evidence of skills in the management of patients not requiring hospital admission</li> </ul>	<b>When is this evaluated?</b> Application form Interview/selection centre References



<b>Academic skills</b>		
<p><b>Essential Criteria</b></p> <p><b>Research, Audit and Quality Improvement:</b></p> <ul style="list-style-type: none"> <li>• Demonstrates understanding of research, including awareness of ethical issues</li> <li>• Demonstrates understanding of the basic principles of clinical risk management, evidence-based practice, patient safety and clinical quality improvement initiatives</li> <li>• Evidence of involvement in a quality improvement or formal research project</li> <li>• Demonstrates knowledge of evidence informed practice</li> <li>• Demonstrates an understanding of clinical governance</li> </ul> <p><b>Teaching:</b></p> <ul style="list-style-type: none"> <li>• Evidence of teaching experience and/or training in teaching</li> </ul>	<p><b>Desirable Criteria</b></p> <p><b>Research, Audit and Quality Improvement:</b></p> <ul style="list-style-type: none"> <li>• Demonstrates an understanding of research methodology</li> <li>• Evidence of relevant academic and research achievements, and involvement in a formal research project</li> <li>• Evidence of relevant academic publications</li> <li>• Evidence of involvement in a quality improvement project or other activity which: <ul style="list-style-type: none"> <li>➢ Uses recognised QI methodology</li> <li>➢ Focuses on patient safety and clinical improvement</li> <li>➢ Demonstrates an interest in and commitment to the specialty beyond the mandatory curriculum</li> </ul> </li> <li>• Evidence of exceptional achievement in medicine</li> </ul> <p><b>Teaching:</b></p> <ul style="list-style-type: none"> <li>• Evidence of involvement in teaching students, postgraduates and other professionals <b>and</b> evidence of participation in a teaching course</li> </ul>	<p><b>When is this evaluated?</b></p> <p>Application form Interview/selection centre References</p>
<b>Personal skills</b>		
<p><b>Personal Skills – Essential Criteria</b></p> <p><b>Communication Skills:</b></p> <ul style="list-style-type: none"> <li>• Demonstrates clarity in written/spoken communication, and capacity to adapt language to the situation, as appropriate</li> <li>• Able to build rapport, listen, persuade and negotiate</li> </ul> <p><b>Problem Solving and Decision Making:</b></p> <ul style="list-style-type: none"> <li>• Capacity to use logical/lateral thinking to solve problems/make decisions, indicating an analytical/scientific approach</li> </ul> <p><b>Empathy and Sensitivity:</b></p> <ul style="list-style-type: none"> <li>• Capacity to take in others' perspectives and treat others with understanding; sees patients as people</li> <li>• Demonstrates respect for all</li> </ul> <p><b>Managing Others and Team Involvement:</b></p> <ul style="list-style-type: none"> <li>• Able to work in multi professional teams and supervise junior medical staff</li> <li>• Ability to show leadership, make decisions,</li> </ul>	<p><b>Personal Skills – Desirable Criteria</b></p> <p><b>Management and Leadership Skills:</b></p> <ul style="list-style-type: none"> <li>• Evidence of involvement in management commensurate with experience</li> <li>• Demonstrates an understanding of NHS management and resources</li> <li>• Evidence of effective multi-disciplinary team working and leadership, supported by multi-source feedback or other workplace based assessments</li> <li>• Evidence of effective leadership in and outside medicine</li> </ul> <p><b>Other:</b></p> <ul style="list-style-type: none"> <li>• Evidence of achievement outside medicine</li> <li>• Evidence of altruistic behaviour e.g. voluntary work</li> </ul>	<p><b>When is this evaluated?</b></p> <p>Application form Interview/selection centre References</p>



<p>organise and motivate other team members; for the benefit of patients</p> <ul style="list-style-type: none"> <li>• Capacity to work effectively with others</li> </ul> <p><b>Organisation and Planning:</b></p> <ul style="list-style-type: none"> <li>• Capacity to manage/prioritise time and information effectively</li> <li>• Capacity to prioritise own workload and organise ward rounds</li> <li>• Evidence of thoroughness (is well prepared, shows self-discipline/commitment, is punctual and meets deadlines)</li> </ul> <p><b>Vigilance and Situational Awareness:</b></p> <ul style="list-style-type: none"> <li>• Capacity to monitor developing situations and anticipate issues</li> </ul> <p><b>Coping with Pressure and Managing Uncertainty:</b></p> <ul style="list-style-type: none"> <li>• Capacity to operate under pressure</li> <li>• Demonstrates initiative and resilience to cope with changing circumstances</li> <li>• Is able to deliver good clinical care in the face of uncertainty</li> </ul> <p><b>Values:</b></p> <ul style="list-style-type: none"> <li>• Understands, respects and demonstrates the values of the NHS (e.g. everyone counts; improving lives; commitment to quality of care; respect and dignity; working together for patients; compassion)</li> </ul>		
<p><b>Probity – professional integrity</b></p>		
<p><b>Essential Criteria</b></p> <ul style="list-style-type: none"> <li>• Demonstrates probity (as outlined by the GMC)</li> </ul>		<p><b>When is this evaluated?</b></p> <p>Application form</p> <p>Interview/selection centre</p> <p>References</p>



## Commitment to specialty – learning and personal development

Essential Criteria	Desirable Criteria	When is this evaluated?
<ul style="list-style-type: none"><li>Shows initiative/drive/enthusiasm (self-starter, motivated, shows curiosity, initiative)</li><li>Demonstrable interest in, and understanding of, the specialty</li><li>Commitment to personal and professional development</li><li>Evidence of self-reflective practice</li></ul>	<ul style="list-style-type: none"><li>Extracurricular activities / achievements relevant to the specialty</li><li>Evidence of participation at meetings and activities relevant to the specialty</li><li>Evidence of attendance at organised teaching and training programme(s) relevant to the specialty</li></ul>	Application form Interview/selection centre References



## Section 3: Introduction to Appointment

**Job Title:** Fixed term Specialty Trainee Locum Appointment for Training (LAT) in Palliative Medicine

**Department:** NHS Lothian Hospital Palliative Care Service

**Base:** Western General Hospital NHS Lothian

You may also be required to work at any of NHS Lothian's sites, according to the placement of the post.

### **Post Summary:**

This is full-time (10 PA) fixed term post at level of a ST4 trainee or above, is available from 08/09/2025 to 04/01/2026

Based in the Hospital Palliative Care Team at the Western General Hospital (including the Edinburgh Cancer Centre) this post offers the opportunity to experience hospital based Palliative Care and is suitable for candidates wishing to pursue a career in Palliative Medicine.

The post holder will work as a core member of the multi-disciplinary, advisory service comprising of three consultants and clinical nurse specialists to provide specialist palliative medicine advice for patients and their families and to support ward staff in the provision of generalist palliative care. This post comes with a non-resident 1: 5 frequency, Band 1A (50%) on-call commitment.

The Palliative Medicine Training Programme is a four-year structured National (Scotland) programme with 18 trainees in total; nine trainees in the West, three in each of the South-East, North and East regions. There are currently three training units in the South-East region: NHS Fife Palliative Care Services; St Columba's Hospice, Edinburgh; and NHS Lothian Hospital Palliative Care Service (at Western General Hospital and Royal Infirmary, Edinburgh)

This post will not lead to a CCT in the specialty but, if appointed as a LAT, time spent in this post would be recognised by the SAC in Palliative Medicine on subsequent appointment to a recognised run-through training post in the specialty.

Applicants must be eligible for full registration with, and hold a current licence to practise from, the GMC registration at the advertised post start date for the vacancy. They must have evidence of achievement of Internal Medicine Stage 1 capabilities and be eligible to work in the UK. It is desirable to have additional experience in Palliative Medicine.

This post holds educational approval from the Postgraduate Dean and will be a Locum Appointment for Training.



<http://careers.nhslothian.scot.nhs.uk>

## **NHS Lothian Hospital Palliative Care Service:**

The NHS Lothian Hospital Palliative Care Service consists of three teams that work collaboratively to provide a palliative care advisory service for patients in the three acute hospitals (Royal Infirmary of Edinburgh, Western General Hospital and St John's Hospital).

Each team has Palliative Medicine Consultants, a lead clinical nurse specialist, one or more additional clinical nurse specialists and a team secretary/administrator. Some of the teams have additional allied health professionals (pharmacy, social work etc).

The palliative care service operates Monday to Friday between 9-5pm and each team has similar referral and operating procedures and strives to provide a service which is responsive to local needs. The clinical services within each site determine the different patient populations that each team support. For example, the RIE team sees greater non-malignant disease and multi-morbidity in keeping with having a large acute medical receiving unit and the tertiary renal and liver units, and the WGH has more cancer referrals in keeping with the presence of the regional cancer centre.

There are no designated, specialist palliative care beds in any of the hospitals and the hospital palliative care services work closely with the two Edinburgh hospices (Marie Curie Hospice, Edinburgh and St Columba's Hospice) and the community palliative care teams (Marie Curie -South Edinburgh/ Midlothian, West Lothian, St Columba's -North Edinburgh, East Lothian).

More information about Specialist Palliative Care Services in Lothian can be found at <http://intranet.lothian.scot.nhs.uk/NHSLothian/Healthcare/A-Z/PalliativeCare/specialistpalliativecareservicesinlothian/Pages/specialistpalliativecareservicesinlothian.aspx>



<http://careers.nhslothian.scot.nhs.uk>

## Section 4: Main Duties and Responsibilities

### Training

The post holder will be expected to make full use of the training opportunities provided in this post, including engagement with the e-portfolio and pursuing the capabilities in practice laid out in the Palliative Medicine Curriculum. The educational supervisor will meet regularly with the trainee to support training objectives.

The Scottish Palliative Medicine Training Programme has mandatory national and regional training days which the post holder will be expected to attend.

### Clinical

You will be expected to work as a member of the multi-disciplinary hospital palliative care team and provide specialist palliative medicine advice for patients and their families and support ward staff in the provision of generalist palliative care.

Whilst your duties will depend on your stage in training and your training needs, your duties would be expected to include

- Management of your own caseload of patients selected around your developmental needs
- Assessment, recommend management and review (including and development of an anticipatory care plan) for patients assigned to you daily at the team handover meetings
- Document and discuss/communicate the plan with the patient and ward team, and where appropriate family members
- Liaise appropriately with community healthcare teams and specialist palliative care services.
- Daily and punctual attendance at the morning handover meeting to update team and to discuss the management of the patients on the team's caseload
- Robust patient handover to colleagues when you are going to be absent, on annual leave or study leave
- Ensuring that complex patients are handed over to the on-call palliative medicine consultant for overnight or weekend advice, and that on a Friday there is a weekend plan for each patient documented in the notes together with the out of hours contact number
- Attend relevant educational sessions, departmental audit and M and M meetings, grand rounds etc.
- Support education of medical students, team visitors, resident doctors, ward staff etc.
- There will also be time for administration and supporting professional activities and the post holder will participate in appraisal and revalidation

### Quality improvement and Audit



<http://careers.nhslothian.scot.nhs.uk>

There are opportunities, depending on the post holder's training needs, to participate in quality improvement or audit projects

### **Teaching**

There are many opportunities to participate in both formal and informal teaching of resident doctors, health care professionals and medical students

### **Educational meetings**

You are encouraged to attend the regular hospital grand rounds, cancer services educational meetings and journal clubs. The post holder would also be expected to attend mandatory Palliative Medicine training days alongside the other Palliative Medicine trainees in Scotland.

### **Management experience**

The post holder will be encouraged to take up opportunities to develop leadership and management experience in line with the Palliative Medicine Curriculum and their training needs.

### **Out of Hours Commitments:**

The Palliative Medicine On-call rota provides out-of-hours palliative care cover for the whole of Lothian and telephone advice to NHS Borders. The rota is made up of doctors who work in either St Columba's Hospice, Marie Curie Hospice or in one of the hospital palliative care teams. There are always 2 doctors on call – a resident doctor (first on-call) and a consultant (second on-call).

The rota is made up of training grade doctors (STs/GPST/FY2) and SAS doctors who provide first-on cover to the patients in both hospices. Between 5pm-6pm on weekdays and 9am-3pm on weekends, there is a doctor on call for each hospice (one training grade doctor covering one hospice and a non-training grade doctor covering the other hospice). Outwith these times (6pm-9am on weekdays, 3pm-9am on weekends) the training grade doctor will provide on-call cover for both hospices.

The successful candidate would be expected to provide 1<sup>st</sup> on-call cover to both hospices, and depending upon their level of experience, could be expected to provide telephone advice to the community and hospitals.

The rota is 1 in 5 and is non-resident on-call and banded as 1A (50%)

### **Location:**

- It is anticipated the principal base of work will be Hospital Palliative care team, WGH
- As part of your role, you may be required to work at any of NHS Lothian's acute hospital sites

### **Provide high quality care to patients:**

- Maintain GMC specialist registration and hold a licence to practice
- Develop and maintain the competencies required to carry out the duties of the post
- Ensure patients are involved in decisions about their care and respond to their views

### **Annual leave**

Annual leave is in accordance with the nationally agreed level for the grade of applicant



<http://careers.nhslothian.scot.nhs.uk>

## Section 5: NHS Lothian – Indicative Job Plan

**Post:** Fixed Term Specialty Trainee Locum Appointment for Training (LAT) in Palliative Medicine

**Specialty:** Palliative Medicine – Hospital Palliative Care Team

**Principal Place of Work:** WGH

**Contract:** 10 PAs

**Out-of-hours:** Pan-Lothian Palliative Medicine rota, non-resident 1:5 Band 1A (50%)

**Managerially responsible to:** Dr Abigail Walton, Clinical Director for Palliative Care

Timetables of activities that have a specific location and time:  
Indicative Job Plan

DAY / LOCATION	TIME (hrs)	TYPE OF WORK	DCC [PAs]	SPA [PAs]	HOURS
Monday WGH	9-5	Clinical handover Review of new and current ward patients Clinical admin – referrals/telephone calls etc.	2		8
Tuesday WGH	9-5	Clinical handover Review of new and current ward patients Development time - To support CPD, projects, audit, teaching, appraisal	1	1	8
Wednesday WGH	9-5	Clinical handover Review of new and current ward patients Clinical admin – referrals/telephone calls etc.	2		8
Thursday WGH	9-5	Clinical handover Review of new and current ward patients Clinical admin – referrals/telephone calls etc.	2		8
Friday WGH	9-5	Clinical handover Review of new and current ward patients Clinical admin – referrals/telephone calls etc.	2		8
<b>TOTALS</b>			<b>9</b>	<b>1</b>	<b>40</b>

This is an indicative job plan only and will be negotiated and agreed between the successful applicant, and the Clinical Director. Precise allocation of SPA time and associated objectives will be agreed with the successful applicant and will be reviewed at job planning.

## Section 6: Contact Information



<http://careers.nhslothian.scot.nhs.uk>

Informal enquiries are welcome and should initially be made to:  
Dr Abi Walton, Clinical Director, NHS Lothian.  
[abigail.walton@nhslothian.scot.nhs.uk](mailto:abigail.walton@nhslothian.scot.nhs.uk).  
Tel: 01312421987

## Section 7: Working for NHS Lothian

### Working in Edinburgh and the Lothians

#### Who are we?

NHS Lothian is an integrated teaching NHS Board in Scotland providing primary, community, mental health and hospital services. Calum Campbell is the Chief Executive, Esther Robertson is the Interim Chair and Tracey Gillies is the Executive Medical Director.

NHS Lothian provides services for the second largest residential population in Scotland – circa 850,000 people. We employ approximately 26,000 staff and are committed to improving all patient care and services and engaging staff in service planning and modernisation.

Over the next year across Scotland there will be significant changes in the way health and social care services are provided. In April 2015, integration came into effect in local areas led by four Health and Social Care Partnerships in East Lothian, Edinburgh, Midlothian and West Lothian. Working together will help us provide even better services for our communities and, where appropriate, people will receive high quality care closer to home. There is work underway in relation to the operational and governance capacity required, ensuring that planning for unscheduled and scheduled care is done in tandem between the four Integrated Joint Boards and the acute service.

Further information about Edinburgh and NHS Lothian can be found at <http://www.nhslothian.scot.nhs.uk/OurOrganisation/Pages/default.aspx>.

#### Location

Edinburgh and the Lothians are on the eastern side of Scotland's central belt in the heart of the country. Four main areas make up Edinburgh and the Lothians – Edinburgh, East Lothian, Mid Lothian and West Lothian.

Edinburgh and the Lothians are a place of exceptional beauty and contrast, from Edinburgh's historic skyline to the scenic countryside and coastline that surround it. Edinburgh is famous for its castle, military tattoo, fringe and international festival.

Edinburgh and the Lothians are home to top-ranking state and private schools and world class universities and colleges. Edinburgh offers a rich diversity of parks and gardens to spend time relaxing with friends and family. Whether you want to buy or rent Lothian also offers a diversity of accommodation ranging from city centre based flats, waterfront living, Victorian or Georgian villas to more rural farm houses or coastal homes.

Local and wider transport networks are excellent. Glasgow is less than 50 minutes away by train. The Scottish Highlands are accessible in a few hours offering opportunities for skiing and walking. National and international transport links make it easy to keep in touch with friends and family via Edinburgh Airport which offers a variety of international flight opportunities.

If you are thinking about joining us from overseas further information can be found at [www.talentscotland.com](http://www.talentscotland.com). For a comprehensive list of services to help moving to the City of Edinburgh, please visit the City of Edinburgh Council Website at: [www.edinburgh.gov.uk](http://www.edinburgh.gov.uk).



<http://careers.nhslothian.scot.nhs.uk>

## **What we can offer you**

Working with NHS Lothian offers a variety of opportunities and benefits:

- Access to the NHS pension scheme
- Assistance relocating to Edinburgh
- NHS Lothian is an equal opportunities employer and promotes work-life balance and family-friendly policies
- A beautiful setting to live and work and to take time out after a busy day or week
- Access to a transport network offering easy travel links to the rest of the UK and Europe, as well as international options

## **Teaching and Training Opportunities**

NHS Lothian has one of the largest and some of the most successful teaching hospitals in Scotland. We have a growing national and international reputation for medical teaching and research and are recognised as a centre of excellence.

We successfully train medics, nurses and other healthcare professionals from all over the UK and the world, many of whom choose to remain in employment with NHS Lothian and continue to contribute to the development of the organisation, promoting new techniques and going on to train the doctors, surgeons and nurses of tomorrow.

NHS Education for Scotland (NES) and NHS Lothian recruits junior medical staff both UK and worldwide. We are committed to providing a high standard of medical education and are able to offer training in a variety of specialties at foundation and specialty level, with the majority of training posts in the South East of Scotland rotating through Edinburgh and Lothian hospitals.

Information regarding training with links to the appropriate UK websites can be found at <http://www.scotmt.scot.nhs.uk/> and <http://nes.scot.nhs.uk/>

We enjoy close links with the University of Edinburgh (<http://www.ed.ac.uk/home>) whose Medical School is renowned for preparing its medical students to become world-class doctors. Alongside NHS Lothian, the University of Edinburgh offers state-of-the-art medical teaching facilities at the Chancellors Building, including lecture theatres, seminar rooms, clinical skills training area, computing suites, as well as library facilities at the main university, Western General Hospital and Royal Hospital for Sick Children.

## **Our vision, values and strategic aims**

We strive to provide high quality, safe, effective and person centred healthcare, continually improving clinical outcomes for patients who use our services and for our population as a whole.

To achieve this, we are committed to ever-closer integrated working with patients and our other partners in healthcare and to embedding a culture of continuous improvement to ensure that:

- Our staff can contribute fully to achieving the best possible health and healthcare, based on evidence and best practice
- Everything we do maximises efficiency and delivers value for patients and the public



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We have identified six strategic aims to ensure we can deliver safe, effective and person-centred health and social care:

1. Prioritise prevention, reduce inequalities and promote longer healthier lives for all
2. Put in place robust systems to deliver the best model of integrated care for our population – across primary, secondary and social care
3. Ensure that care is evidence-based, incorporates best practice and fosters innovation, and achieves seamless and sustainable care pathways for patients
4. Design our healthcare systems to reliably and efficiently deliver the right care at the right time in the most appropriate setting
5. Involve patients and carers as equal partners, enabling individuals to manage their own health and wellbeing and that of their families
6. Use the resources we have – skilled people, technology, buildings and equipment –efficiently and effectively.

The specific areas of focus and actions needed to achieve each of these aims are detailed in “Our Health, our Future: NHS Lothian Strategic Clinical Framework 2013 – 2020,” consultation document which you will find at

[www.nhslothian.scot.nhs.uk/OurOrganisation/KeyDocuments](http://www.nhslothian.scot.nhs.uk/OurOrganisation/KeyDocuments).

### **Our Health, Our Care, Our Future**

NHS Lothian works to help people live healthier, longer lives – no matter who they are or where in the region they live. Much progress has been made, but significant challenges and opportunities lie ahead. NHS Lothian draft strategic plan - Our Health, Our Care, Our Future – sets out what we propose to do over the coming decade to address these challenges and continue to provide a high quality, sustainable healthcare system for the people of Lothian.

In developing the strategic plan we have:

- asked staff and patients what and how things need to change to deliver our aims
- brought together local plans into an integrated whole
- identified opportunities to make better use of existing resources and facilities
- prioritised areas that will make most difference to patients

The plan outlines a range of proposals, which will allow us to:

- improve the quality of care
- improve the health of the population
- provide better value and financial sustainability

Over the coming months we will discuss the need for change and the proposals set out in the plan with staff, patients, communities and other stakeholders. A summary of the plan can be found at

<http://www.nhslothian.scot.nhs.uk/OurOrganisation/OurHealthOurCareOurFuture/Documents/NHSL%20Strategy%20Summary%20final.pdf>

### **NHS Lothian’s Clinical Quality Approach – Quality Driving Improvement**

This is a new way of approaching quality in NHS Lothian. With this approach to service improvement we aim to deliver ‘high quality, safe and person-centred care at the most affordable cost’. This acknowledges that every £1million of waste, unnecessary or inappropriate costs in one area of our system, denies us the opportunity to invest that £1million in another area of our system.

In all highly reliable healthcare organisations, it is clear that senior leadership commitment to the importance of the work, the introduction of consistent improvement methodology, the use of good quality data and building improvement capability within the workforce, are key to the successful delivery of improvement strategies.



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To allow NHS Lothian to meet the needs of our population today and in the future, we need to build on the good work that is already being done to redesign services and create a whole organisation approach to quality improvement.

## **Our Values and ways of working**

NHS Lothian is determined to improve the way their staff work so they have developed a set of common values and ways of working which they now need to turn into everyday reality - to the benefit of everyone working in the organisation and, most importantly, to the benefit of their patients.

### **NHS Lothian – Our Values into Action:**

#### **Care and Compassion**

- We will demonstrate our compassion and caring through our actions and words
- We will take time to ensure each person feels listened to, secure, understood and is treated compassionately
- We will be visible, approachable and contribute to creating a calm and friendly atmosphere
- We will provide a safe and caring setting for patients and staff, and an efficient, effective and seamless care experience
- We will meet people's needs for information and involvement in all care, treatment and support decisions.

#### **Dignity and Respect**

- We will be polite and courteous in our communications and actions
- We will demonstrate respect for dignity, choice, privacy and confidentiality
- We will recognise and value uniqueness and diversity
- We will be sincere, honest and constructive in giving, and open to receiving, feedback
- We will maintain a professional attitude and appearance.

#### **Quality**

- We will demonstrate a commitment to doing our best
- We will encourage and explore ideas for improvement and innovation
- We will seek out opportunities to enhance our skills and expertise
- We will work together to achieve high quality services
- We will use our knowledge and enthusiasm to implement positive change and overcome challenges.

#### **Teamwork**

- We will understand and value each other's role and contribution
- We will be fair, thoughtful, welcoming and kind to colleagues
- We will offer support, advice and encouragement to others
- We will maximise each other's potential and contribution through shared learning and development
- We will recognise, share and celebrate our successes, big and small.

#### **Openness, Honesty and Responsibility**

- We will build trust by displaying transparency and doing what we say we will do
- We will commit to doing what is right – even when challenged
- We will welcome feedback as a means of informing improvements
- We will use our resources and each other's time efficiently and wisely
- We will maintain and enhance public confidence in our service
- We will be a positive role model.



Throughout the recruitment process candidates will need to demonstrate they meet all of Our Values. Further information on our values into action can be found at <http://www.nhsllothian.scot.nhs.uk/OurOrganisation/Pages/OurValues.aspx>



<http://careers.nhsllothian.scot.nhs.uk>

## Section 7: Terms and Conditions of Employment

For an overview of the terms and conditions visit: <http://www.msg.scot.nhs.uk/pay/medical>.

<b>TYPE OF CONTRACT</b>	Fixed Term: 4 months
<b>GRADE AND SALARY</b>	Specialty Trainee Locum Appointment for Training ( LAT) in Palliative Medicine
<b>HOURS OF WORK</b>	40 HOURS PER WEEK
<b>SUPERANNUATION</b>	New entrants to NHS Lothian 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: <a href="http://www.sppa.gov.uk">www.sppa.gov.uk</a>
<b>TOBACCO POLICY</b>	NHS Lothian operates a No Smoking Policy in all premises and grounds.
<b>DISCLOSURE SCOTLAND</b>	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.
<b>CONFIRMATION OF ELIGIBILITY TO WORK IN THE UK</b>	<p>NHS Lothian 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 NHS Lothian they will need to provide documentation to prove that they are eligible to work in the UK.</p> <p>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.</p> <p>Where an individual is subject to immigration control under no circumstances will they be allowed to commence until right to work in the UK has been verified.</p>
<b>REHABILITATION OF OFFENDERS ACT 1974</b>	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



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	NHS Lothian. Any information given will be completely confidential.
<b>MEDICAL NEGLIGENCE</b>	In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board indemnity will cover only Health Board responsibilities. Paragraph 63 of the General Medical Council's Good Medical Practice requires you to have adequate insurance or indemnity cover. You may wish to consider taking out additional medical indemnity e.g. with a Medical Defence Organisation to ensure that you have indemnity for the whole of your practice.
<b>NOTICE</b>	Employment is subject to one month notice on either side, subject to appeal against dismissal.
<b>PRINCIPAL BASE OF WORK</b>	You may be required to work at any of NHS Lothian sites as part of your role.
<b>SOCIAL MEDIA POLICY</b>	You are required to adhere to NHS Lothian's Social Media Policy, which highlights the importance of confidentiality, professionalism and acceptable behaviours when using social media. It sets out the organisation's expectations to safeguard staff in their use of social media.



## Section 8: General Information for Candidates

### **Data Protection Legislation**

During the course of our activities we will collect, store and process personal information about our prospective, current and former staff. The law determines how organisations can use personal information. For further information on the type of data that is handled, what the purpose is of processing the data and where and why we share data, please see the NHS Lothian Staff Privacy Notice, found [here on the NHS Lothian website](#).

For the purposes of this privacy notice, 'staff' includes applicants, employees, workers (including agency, casual and contracted staff), volunteers, trainees and those carrying out work experience.

### **Counter Fraud**

NHS Lothian is under a duty to protect the public funds it administers, and to this end will use the information you have provided on your application form for the prevention and detection of fraud. It will also share this information with other bodies responsible for auditing or administering public funds for these purposes. More detail on this responsibility is on NHS Lothian intranet (Counter-Fraud and Theft page) and further information is available at <http://www.audit-scotland.gov.uk/work/nfi.php>.

### **References**

All jobs are only offered following receipt of three satisfactory written references. At least one reference must be from your current/most recent employer or your course tutor if you are currently a student. If you have not been employed or have been out of employment for a considerable period of time, you may give the name of someone who knows you well enough to confirm information given and to comment on your ability to do the job.

### **Disclosure Scotland**

Where a Disclosure or Protection of Vulnerable Groups Check is deemed necessary for a post, the successful candidate will be required to undergo an appropriate check. Further details on the Recruitment of Ex-Offenders are available from the recruitment centre.

### **Work Visa**

If you require a Work Visa, please seek further guidance on current immigration rules, which can be found on the Home Office website [www.ind.homeoffice.gov.uk](http://www.ind.homeoffice.gov.uk)

### **Job Interview Guarantee Scheme**

As a Disability Symbol user, we recognise the contribution that 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.

### **Overseas Registration and Qualifications**

NHS Lothian will check you have the necessary professional registration and qualifications for this role. You will need to provide an official translation of qualifications notarized by a solicitor of your overseas



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qualifications to be checked by the recruiting panel. Please ensure that this is available before applying for the post.

## **Workforce Equality Monitoring**

NHS Lothian is committed to supporting and promoting dignity at work by creating an inclusive working environment. We believe that all staff should be able to fulfill their potential in a workplace free from discrimination and harassment where diverse skills, perspectives and backgrounds are valued.

In order to measure and monitor our performance as an equal opportunities employer, it is important that we collect, store and analyse data about staff. Personal, confidential information will be collected and used to help us to understand the make-up of our workforce that will enable us to make comparisons locally, regionally and nationally.

## **Equal Opportunities Policy Statement**

NHS Lothian considers that it has an important role to play as a major employer and provider of services in Edinburgh and the Lothians and accepts its obligations both legal and moral by stating commitment to the promotion of equal opportunities and elimination of discrimination.

The objectives of its policy are that no person or employee receives less favourable treatment on the grounds of sex, disability, marital status, age, race (including colour, nationality, ethnic or national origin), creed, sexuality, responsibility for dependants, political party or trade union membership or activity, HIV/AIDS status or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Our Equal Opportunities in Employment policy can be viewed at:

[www.nhslothian.scot.nhs.uk/WorkingWithUs/Employment/Pages/EqualOpportunities.aspx](http://www.nhslothian.scot.nhs.uk/WorkingWithUs/Employment/Pages/EqualOpportunities.aspx)

## **NHS Scotland Application Process**

- The purpose of an application form is to help evidence that the applicant has all the requirements applicable to carry out the job applied for.
- It is essential to read both the job description and the person specification to gain a full understanding of what the job entails and the minimum criteria required.
- Please note for equal opportunity purposes NHS Lothian do not accept CV's as a form of application.
- Your personal information will not be sent with the application for shortlisting. The application form will be identified by the candidate number only to ensure that no applicant will be unfairly discriminated against.
- Please complete all sections of the application form. Those sections that are not relevant please indicate 'not applicable', do not leave blank.
- Please visit <https://apply.jobs.scot.nhs.uk> for further details on how to apply.

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<sup>i</sup> The 'offer date' refers to the 'initial offers released' date set in each recruitment round; [Recruitment Timelines](#).

<sup>ii</sup> Eligibility for the specialist register must have been approved by the GMC to be considered.

<sup>iii</sup> 'When is this evaluated' is indicative but may be carried out at any time throughout the selection process.

<sup>iv</sup> 'Selection centre' refers to a process, not a place. It involves a number of selection activities which may be delivered as part of the assessment process.

<sup>v</sup> The GMC introduced the licence to practise in 2009. Any doctor wishing to practise in the UK after this date must be both registered with and hold a licence to practise from the GMC at time of appointment.

<sup>vi</sup> 'The advertised post start date' refers to the first date from which posts recruited in a round can commence. This will be specified clearly within the published advertisement for that recruitment round.

<sup>vii</sup> Internal Medicine Stage 1 Training is the replacement programme for core medicine training. Trainees who have completed core medical training or ACCS (acute medicine) and a further standalone third year (IMY3) in internal medicine training, will be eligible to apply. Those not undertaking the third year of an internal medicine training programme will need to supply an alternative certificate.



<sup>viii</sup> ACCS (internal medicine) is the new name for ACCS (acute medicine), only those whose programme entails completing the Internal Medicine Stage 1 curriculum will be eligible without requiring an alternative certificate

<sup>ix</sup> Details of internationally accredited JRCPTB internal medicine training programmes can be found on the JRCPTB website: <https://www.jrcptb.org.uk/about-us/international-training/locations>

<sup>x</sup> Applicants who have an ARCP outcome with all capabilities signed off apart from the full MRCP (UK), will be eligible to apply on this basis, subject to the normal rules on completing the MRCP (UK).

<sup>xi</sup> Successful completion will normally be an ARCP outcome 1 and it is expected that trainees applying in this position will have completed at least six months of GIM training as part of their higher specialty training programme by the advertised post start date.

<sup>xii</sup> The *Alternative Certificate to Enter Group 1 Higher Physician Specialty Training* is a document designed by the JRCPTB listing the necessary core capabilities required for progression to ST4, as defined in the internal medicine stage 1 curriculum: <https://www.jrcptb.org.uk/internal-medicine>. The certificate is available to download from the Physician Recruitment website: [www.phstrecruitment.org.uk/recruitment-process/am-i-eligible/core-capabilities](http://www.phstrecruitment.org.uk/recruitment-process/am-i-eligible/core-capabilities). Applicants must ensure the version of the form they are using meets the requirements detailed on the website.

<sup>xiii</sup> Applicants are advised to visit the GMC website which gives details of evidence accepted for registration.

<sup>xiv</sup> Any time periods specified in this person specification refer to full time equivalent.

<sup>xv</sup> For information on how experience in acute care common stem specialties will be counted, please visit the Physician Recruitment website: <http://www.phstrecruitment.org.uk/recruitment-process/am-i-eligible/experience>

<sup>xvi</sup> The Support for Application to another region form, signed by the Training Programme Director of their current Specialty Training Programme confirming satisfactory progress must be submitted to the recruitment office managing that application at time of application.

<sup>xvii</sup> Programmes in Group 1 higher medical specialties are dual accredited with Internal Medicine Stage 2. Applicants who hold a CCT in internal medicine are eligible to apply but should note that they will be expected to fulfil the internal medicine service requirements of any post they are offered and will be unable to reduce the length of the programme.

<sup>xviii</sup> Exceptional circumstances may be defined as a demonstrated change in circumstances, which can be shown on the ability to train at that time and may include severe personal illness or family caring responsibility incompatible with continuing to train. Applicants will only be considered if they provide a 'support for reapplication to a specialty training programme' form signed by both the Training Programme Director / Head of School and the Postgraduate Dean in the region that the training took place. No other evidence will be accepted. Please note that this requirement does not apply to trainees who exited UK core training with an ARCP outcome 3 or 4 where they were only missing the full MRCP (UK) diploma.



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