



**NHS Grampian
Job Description**



CLINICAL LEAD GP

JOB IDENTIFICATION

Job Title: Clinical Lead GP

Department(s): Aberdeen City Health and Social Care Partnership

Accountable to: Clinical Director, ACHSCP

Location: Marywell Practice / Timmermarket, Aberdeen City HSCP

Hours: Part Time – 28 hours per week

Salary: £77,160 - £115,167 per annum (pro rata)

Contract: Permanent

1.

JOB PURPOSE

Provide high level leadership and direction for Marywell Practice / Timmermarket, within an increasingly integrated and collaborative environment.

Provide leadership, in Marywell Practice / Timmermarket, to clinical staff ensuring cohesion between an increasingly diverse group of professionals, public, partners and third sector organisations.

Working closely with the Integrated Drug Service who are based at Timmermarket to blend the services to ensure a more seamless and collaborative whole system approach to healthcare for vulnerable adults with multiple complex needs who may also require additional support to manage their addiction to substances in Aberdeen City.

Implementation of Scottish Government Medication Assisted Treatment (MAT) Standards to reduce drug deaths in Scotland to provide better and quicker access to drug treatment programmes and reduce barriers to commencing treatment which will include supporting and working in the Direct Access Clinic at Timmermarket to provide rapid access to drug treatment and on-going support.

The role will require a dynamic individual with a vision for change and leadership that is able to guide and shape the developments in Marywell / Timmermarket following a redesign of the service.

The post holder will provide a key role in providing the full range of general medical services for the practice population of Marywell Practice / Timmermarket, a Section 2c practice. The post requires an experienced GP who is flexible, motivated and able to support practice achievement in all aspects of the General Medical Services Contract (GMS) in Scotland 2018 contract including Enhanced Services contracts.

Enable and facilitate the integration agenda, capitalising on opportunities for synergy, and contributing to community asset building for the homeless practice population and all primary care services.

To work in tandem with Clinical Leads for the city and the ACHSCP Senior Management Team, to demonstrate continuing progress on agreed priorities and desired outcomes.

2.

DIMENSIONS

Marywell Practice is a General Medical Practice specialising in providing healthcare for adults aged 16 and over who are experiencing homelessness and/or have multiple complex needs within Aberdeen City regardless of gender, culture, religion or sexual orientation.

The practice currently has a list size of approximately 200 patients.

Marywell Practice are managed by NHS Grampian / Aberdeen City Health & Social Care Partnership (ACHSCP).

The practice operates under the General Medical Service (GMS) contract for General Practice, the Strategic Plan for Aberdeen City Health and Social Care Partnership, the National Health and Wellbeing Outcomes and other relevant professionals to ensure the implementation, development and delivery of safe and effective, person-centered systems to enable maximum operational efficiency across Aberdeen.

Aberdeen City ACHSCP covers the geographical area of Aberdeen City which has a population of approximately 215,000. Within Aberdeen there are currently 27 GP Practices. The City is grouped into three localities, within the three localities the general medical services are delivered in a model of four cluster groups, each with a cluster lead.

The ACHSCP is responsible for the planning and delivery of adult health and social care services in Aberdeen City as well as hosting Older People and Rehabilitation hospital based services at Woodend Hospital and Sexual Health Services based at the Community Health and Care Village on behalf of Aberdeenshire and Moray Integrated Joint Boards.

INTEGRATED DRUG SERVICE -Timmermarket

This is a multi- disciplinary team consisting of social workers, doctors, specialist nurses and community rehabilitation workers. Referrals via GP, Community Substance Misuse Service, Social Work, Criminal Justice, Prison Service or Sexual Health Service.

Provides assessment, treatment, care planning and support for drug dependent individuals.

Timmermarket is usually the first point of contact for new patients for a 16 week period. Depending on the patient journey they are likely to be either referred back to their GP and/or referred to Substance Misuse Service Fulton Clinic.

3. ORGANISATIONAL CHART



4.

KEY ROLE AREAS

- Leading and developing Marywell Practice / Timmermarket into a cohesive practice that can work efficiently together, developing and delivering services
- Lead, manage and deliver the changes necessary to ensure Aberdeen City will continue to provide robust levels of patient care to the homeless population and those requiring specialist wraparound support with complex medical needs
- Undertake the prevention, diagnosis and treatment of illness, disease, disorders and injury of registered patients
- Ensure provision of continuing care, treatment and onward referral of patients, where appropriate
- Provide a broad range of general medical services and enhanced services to the practice population
- Provide high level clinical leadership and direction for Marywell Practice / Timmermarket, within an increasingly integrated and collaborative environment
- Provide peer support, primarily within Marywell Practice / Timmermarket but also, where necessary and appropriate with other practices
- Supporting colleagues in ensuring practice cover is available at all time
- The post holder will engage their personal and professional expertise to work collaboratively with the practices in their assigned cluster/localities; forming close working relationships with a range of internal and external professionals, exploring opportunities for collaboration, resource sharing, shared service delivery and the ongoing development of services
- A high degree of organisational ability coupled with solid leadership and influence is expected
- Ensure services are provided to recognised professional standards e.g. GMC
- Ensure services are provided in accordance with recognised best practice guidelines and protocols e.g. SIGN and Grampian Guidance
- Undertake clinical audit as part of routine daily practice
- Promote and encourage reflective practice and learning for the practice team (e.g. significant event analysis)
- Actively develop team approach in conjunction with the Practice Manager and other members of the wider practice team to progress practice activities
- Actively participate in practice meetings (business and clinical) and contribute to service development

	• Build positive and constructive relationships within the practice and with the wider clinical population • Contribute to practice and HSCP priorities by driving forward agreed objectives at practice level • Provide general medical input and expertise to HSCP or Practice projects/groups as and when required • Contribute relevant GP expertise on clinical governance / patient safety issues • Participate in formal and informal leadership development • Actively engage with critical stakeholders, e.g. Acute						
5.	COMMUNICATION & RELATIONSHIP SKILLS The post holder is required to work with Aberdeen Health and Care Partnership and a range of external partners. Demonstrating a proven ability to negotiate, influence, motivate, persuade and deliver results through others and in partnership using highly developed interpersonal skills which encourage and facilitate ownership and commitment. The post holder will work with General Practitioners, Cluster Leads, ACHSCP, NHSG management teams, and a broad range of other professional colleagues and organisations: <table> <tr> <td>Within Practice/s</td><td> GP colleagues Practice Manager Practice Nursing team Admin team Patients and their families Carers Integrated Drug Service colleagues Aligned/attached staff </td></tr> <tr> <td>Within the HSCP</td><td> Clinical Director Clinical Leads GP Locality Leads Primary Care Lead Lead Pharmacist Senior Management Team Practice Quality Lead Group (PQL) </td></tr> <tr> <td>Within NHSG</td><td> General Practice and wider Primary Health Care teams Associate Medical Director Primary Care Acute sector Mental Health & Substance Misuse Service Primary Care Contracts Team </td></tr> </table>	Within Practice/s	GP colleagues Practice Manager Practice Nursing team Admin team Patients and their families Carers Integrated Drug Service colleagues Aligned/attached staff	Within the HSCP	Clinical Director Clinical Leads GP Locality Leads Primary Care Lead Lead Pharmacist Senior Management Team Practice Quality Lead Group (PQL)	Within NHSG	General Practice and wider Primary Health Care teams Associate Medical Director Primary Care Acute sector Mental Health & Substance Misuse Service Primary Care Contracts Team
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	Others Local Authorities Third sector organisations Community and Patient Groups RCGP NHS Education (Scotland) BMA
6.	KNOWLEDGE, TRAINING & EXPERIENCE • Registered General Medical Practitioner • Relevant post registration qualifications e.g. MRCP • Previous relevant experience with homeless patients and substance use as well as qualifications in RCGP training on drug misuse treatment (Certificate in the Management of Drug Misuse Parts 1 & 2) • GMC Registration • Ability to work independently as and when circumstances demand • Evidence of continuing professional and personal development • IT skills and knowledge of Practice Clinical systems • Knowledge of relevant NHSG policies and procedures • Open minded with a pragmatic, inclusive approach to problem solving • Excellent interpersonal skills • Diplomacy, communication and negotiation skills • Organisation/administrative skills • Previous experience in clinical leadership role • Previous experience of working on redesign initiatives
7.	RESPONSIBILITIES FOR POLICY & SERVICE DEVELOPMENT IMPLEMENTATION Contribute to consultation about National guidelines and have responsibility for any local modification, and the implementation of new guidelines in the Partnership, ensuring ongoing monitoring and review.
8.	RESPONSIBILITIES FOR FINANCIAL AND PHYSICAL RESOURCES Contribute to effective use of resources and attainment of specific performance indicators.
9.	RESPONSIBILITIES FOR RESEARCH AND DEVELOPMENT Undertakes audits as necessary to own work.

10.	FREEDOM TO ACT The post holder will have a high degree of autonomy in the day-to-day provision of general medical services and in driving forward any agreed practice developments/objectives. A high degree of organisational ability and awareness, coupled with solid leadership and influence is expected.
11.	EFFORT REQUIRED TO DELIVER THE POST Physical skills/effort • Practical skills required of a GP clinical lead • Requirement to travel to meet the needs of the role when required • Requirement to participate in a variety of meeting/workshop settings as appropriate • Combination of sitting, standing and walking • Occasional moving or lifting of patients or objects • Bending frequently required Mental effort • Ability to apply good judgment in a mix of situations and settings • Ability to listen and absorb opinion and viewpoint then reach measured conclusion • Good organisational skills • Well-developed time management skills • The jobholder must be able to multi-task • Ability to lead, motivate and influence professionals at different levels of the organisation and from various multi-disciplinary backgrounds in order to drive and support effective service delivery and, where appropriate, service redesign or development • Confidence and assertiveness skills to provide specialist guidance and advice to colleagues Emotional effort • Frequent distressing or emotional circumstances • High degree of influencing skills • Excellent communication skills • Positive disposition • Patience • Assertiveness • Feedback skills

	• Negotiation, diplomacy
12.	WORKING CONDITIONS • Occasional exposure to unpleasant working conditions • Continuous use of VDU equipment whilst in office • Occasional working with hazardous substances • Potential for exposure to BBVs
13.	MOST CHALLENGING PARTS OF THE JOB • Balancing clinical requirements of the role against clinical leadership within the practice • Achieving tangible beneficial change for the practice and patients • Gaining respect, acceptance and cooperation from staff • Prioritising workload to meet the varying demands of the post • Finding compromise where conflict may lie • Effective and clear communication of key issues • Maintaining a balance and perspective when changes may directly impact post holders own role • Dealing with patients/relatives who are angry/upset with the potential for verbal or physical aggression • Managing patients who may be under the influence of alcohol/drugs • Challenging behaviours
14.	AVAILABLE GUIDANCE Ongoing guidance will be available from practice-based colleagues and the Practice Manager, as well as from the wider Aberdeen City HSCP, HSCP Clinical Director, GP Locality Lead and HSCP Management Team. Written guidance is available in the format of practice policies and objectives, HSCP Strategic Plan, HSCP Clinical and Care Governance Framework, NHSG policies and procedures and national standards and guidelines.



NHS GRAMPIAN / ABERDEEN CITY HEALTH & SOCIAL CARE PARTNERSHIP
PERSON SPECIFICATION

The Person Specification should meet the demands of the job and comply with current legislation. Setting unnecessary standards may, for example, unfairly discriminate against one sex, the disabled or minority racial groups. Applicants should be assessed in relation to their ability to meet the real requirements of the job as laid down in the job description. Shortlisted candidates **MUST** possess all the essential components as detailed below.

POST/GRADE:

Clinical Lead GP

LOCATION/PRACTICE

Marywell Practice / Timmermarket

WARD/DEPARTMENT

Primary Care - 2C GP Practice

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications	• Relevant Medical Degree and Current Joint Committee on Postgraduate Training for General Practice • Qualifications in RCGP training on drug misuse treatment (Certificate in the Management of Drug Misuse Parts 1 & 2)	• Relevant Post Registration Qualification e.g. MRCPGP, DRCOG
Experience	• Previous experience as a General Practitioner • Considerable understanding of GMS Contract, including Enhanced Services • Previous relevant experience with homeless patients and those with multiple complex needs/substance use • Demonstrable experience and commitment to clinical governance within general practice • Knowledge of GP Practice Clinical systems • IT skills	• Understanding of wider NHS system and strategic direction of NHS and Health and Social care Integration, locally and nationally • Awareness & understanding of Medication Assisted Treatment (MAT) Standards • Previous experience in a leadership role
Special Aptitude and Abilities	• Demonstrable leadership skills • Interest in quality development • Awareness and understanding of public health issues • Flexible • Team Player • Excellent interpersonal and communication skills • Professionalism	
Disposition	• Calm, methodical & conscientious • Proactive • Ability to deal with change	

	• Pragmatic • Person Centred	
Physical Requirements	• Bending and lifting may be required • Keyboard skills • Ability to travel	
Particular Requirements of the Post	• Ability to build constructive relationships within the practice, wider population and team • Ability to lead, motivate and influence change • Car driver. Current, full licence • GMC Registration	• Evidence of contribution to service development • Participation in wider projects

MAJOR RISKS IN DOING THIS JOB

Please indicate the major risks the job holder could face in doing this job e.g. lifting patients/objects, working with hazardous substances, dealing with violence and aggression.

- Occasional moving or lifting of patients or objects
- Bending frequently required
- Occasional working with hazardous substances
- Dealing with patients/relatives who are angry/upset with the potential for verbal or physical aggression
- Managing patients who may be under the influence of alcohol/drugs
- Challenging behaviours
- Potential for exposure to BBVs

If there are no major risks for the job holder please tick