

# **LAT SPECIALTY REGISTRAR**

# **TRAUMA AND ORTHOPAEDICS**

**Information Pack  
MS12024667**

**APPOINTMENT OF LAT SPECIALTY REGISTRAR  
INFORMATION PACK**

- Section 1 Welcome**
- Section 2 Advert**
- Section 3 Job Information**
- Section 4 Person Specification**
- Section 5 Terms and Conditions**

# Section 1 – Welcome

## Introduction

Thank you for your interest in joining NHS Highland. This information package contains details relating to the local area, this post and the Terms and Conditions of Service.

NHS Highland is committed to becoming a learning organisation, recognising that staff require access to opportunities to learn, maintain and develop skills and knowledge, and we recognise the importance of valuing and supporting our staff throughout their time here.

We offer:

- Policies to help balance commitments at work and home and flexible family friendly working arrangements
- Excellent training and development opportunities.
- On-site library services at the Centre for Health Sciences
- Access to NHS staff benefits/staff discounts
- Cycle to Work Scheme
- Excellent student support
- Access to NHS Pension scheme

## Recruitment Process

Applicants are expected to make contact with the department before applying and we would **strongly** encourage those that are shortlisted to visit the department prior to interview. The cost of one preliminary visit will be met by NHS Highland.

When organising a visit, candidates must agree appropriate travel and accommodation arrangements with the Medical Staffing Department prior to booking. Expenses will be reimbursed to candidates who are subsequently shortlisted.

**Failure to confirm arrangements with Medical Staffing may result in limited reimbursement of expenses.**

**Department Contact:** Mr Willie Macleod, Service Clinical Director 01463 706126

**Preliminary Visit Expenses:** Jackie Sutherland, Medical Staffing Manager  
[jackie.sutherland@nhs.net](mailto:jackie.sutherland@nhs.net)

## How to Apply

- Applicants should complete an Application Form on the NHS Scotland National Recruitment portal. <https://apply.jobs.scot.nhs.uk/>. Please note we do not accept CVs.
- All candidates and employees are afforded equal opportunities in the recruitment and selection process and in employment irrespective of their age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.
- 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.
- NHS Scotland is exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003. As part of any offer of employment in regulated work candidates will be subject to Protection of Vulnerable Groups Scheme membership.

Job reference: MS12024667

Closing date: 3<sup>rd</sup> July 2020

Please contact [mary.urquhart1@nhs.net](mailto:mary.urquhart1@nhs.net) for any queries regarding submitting your application to the NHS Scotland National Recruitment website.

For further information on NHS Highland, please visit our website on [www.nhshighland.scot.nhs.uk](http://www.nhshighland.scot.nhs.uk)

## Section 2 – Advert

**LAT SPECIALTY REGISTRAR IN TRAUMA & ORTHOPAEDICS  
RAIGMORE HOSPITAL, INVERNESS  
£32,961 to £51,828 per annum  
With banding supplement  
FULL TIME**

**Ref: MS12024667**

Applications are invited for the post of LAT STR in the Department of Trauma & Orthopaedics. This post is available until February 2021.

The Department of Orthopaedic Surgery comprises of thirteen Consultants. The Department has Speciality Registrars rotating from both Aberdeen and Dundee rotations and there is a regular attachment of Medical Students from Aberdeen University.

The post holder will participate in the middle grade rota and will, under guidance of Consultants and other trained staff, supervise and assist junior staff in the management of routine and emergency admissions. The post holder will work with a consultant team with a sub speciality interest attending clinics and theatre for both elective and trauma work. An interesting and balanced job is offered with good training opportunities.

Raigmore is a modern District General Hospital with approximately 454 beds and a catchment area of almost 32,500 square kilometres covering the entire Scottish Highlands.

Informal enquiries will be welcomed by Mr Christian Michels, Service Clinical Director, Consultant Orthopaedic surgeon, Raigmore Hospital – Tel: 01463 705383

**A job pack for this post can be accessed at <https://apply.jobs.scot.nhs.uk/>**

For useful information on the Highlands please go to [www.enterprisinghighland.com](http://www.enterprisinghighland.com)

**Closing date for completed applications: 3<sup>rd</sup> July 2020**

## Section 3 – Job Information

### Department of Orthopaedics

There are 58 beds located within the Department of Orthopaedic Surgery. The Department conducts emergency and elective service at base and elective activities at ten peripheral sites. Emergency activities are underpinned by daily trauma operating sessions seven days a week.

### Medical Establishment

- Mr William MacLeod, Service Lead; Trauma, General Orthopaedics Revision Lower limb Arthroplasty
- Mr Piers Renshaw, Full-time Consultant; Arthroplasty, Paediatric Surgery and Trauma, General Orthopaedics
- Mr Andrew Kent, Full-time Consultant; Trauma, General Orthopaedics, Arthroplasty and Spinal Surgery
- Mr Sean Kelly - Full-time Consultant; Trauma, General Orthopaedics, Lower Limb Arthroplasty
- Mr Kevin Baird - Full-time Consultant; Trauma, General Orthopaedics Shoulder and Elbow
- Mr Quentin Cox, Full-time Consultant; Hand Surgery
- Mr Christian Michels, Full-time Consultant; Trauma, General Orthopaedics
- Mr Malcolm Nicol, Full-time Consultant; Trauma, Shoulder, General Orthopaedics
- Mr James Simpson, Full-time Consultant; Trauma, Lower Limb Arthroplasty, General Orthopaedics
- Mr Colin McNair, Full-time Consultant, Lower Limb Arthroplasty, General Orthopaedics Spinal Surgery
- Mr James Beastall, Full-time Consultant; General Orthopaedics, Foot and Ankle Surgery
- Mr Gerard Cousins, Full-time Consultant; Trauma; General Orthopaedics; Spinal Surgery

### Other Staff

Two Specialty Doctors, Full time  
Four Specialty Registrars on rotation from Aberdeen  
Two Specialty Registrars on rotation from Dundee  
One GPST Specialty Registrar  
Four FY1s (Ortho-geriatrics)

### Duties

This post is offered on a full-time basis working on the junior doctor rota involving weekend, evening and overnight working which is remunerated with a supplementary banding. The post holder will participate in the middle grade rota and will, under guidance of Consultants and other trained staff, supervise and assist junior staff in the management of routine and emergency admissions.

The appointee will rotate through consultant teams each with a sub specialty interest; attending clinics and theatre for both elective and trauma work.

The appointee will adopt the philosophy of shared care existing in Raigmore and accept the need for care of colleagues' patients at base and in the periphery and vice versa.

The appointee will undertake his/her full share of teaching junior medical staff, undergraduates and auxiliary staff. He/she will be expected to contribute to the training programmes of both Aberdeen and Dundee rotational schemes and participate in the administration of these obligations.

## **Teaching and Postgraduate Education**

### **Academic facilities**

NHS Highland, under the leadership of the Board Medical Director and Director of Medical Education, supports a major commitment to medical education from undergraduate to postgraduate, and supporting those who deliver teaching and training to medical students, foundation doctors and others.

Raigmore Hospital, Inverness is a major satellite campus for University of Aberdeen undergraduate medical students. The Highland Medical Education Centre, led by the Highland Director of Teaching, Dr John Duncan, is the administrative centre for students in Inverness. It is based in the Centre for Health Science, which is on the hospital site. Also in this flagship building is NHS Highland's Clinical Skills Centre and NHS Education for Scotland North Deanery Inverness office, who together support postgraduate medical education.

NHS Highland Medical Education Staff  
Board Medical Director (Dr Rod Harvey)  
Director of Medical Education (Dr Emma Watson)  
Medical Education Quality Manager (Karen Murray)  
Personal Assistant to DME (Barbara Reed)

University of Aberdeen (undergraduate)  
Director of Teaching – Dr John Duncan  
Year 5 Lead – Mr Piers Renshaw  
Year 4 Lead – Dr Ken Oates

The Unit has a regular commitment to teach fourth and final year students from Aberdeen and the successful candidate would be expected to take part in this programme. There is a full departmental postgraduate teaching programme with regular multidisciplinary clinical and audit meetings. The Centre for Health Sciences, located in the hospital grounds, is particularly well equipped with comprehensive facilities for postgraduate education, including a well-stocked Medical Library. The centre is used for a wide variety of meetings and courses for doctors and colleagues from all disciplines.

There is a Postgraduate Medical Centre with an excellent library supplied by University of Stirling situated in the Centre for Health Science ([www.centerforhealthscience.com](http://www.centerforhealthscience.com)) which is on the Raigmore hospital site. The Highland campus of the University of Stirling is also located here, providing pre-registration nurse training.

NHS Education for Scotland (postgraduate team)  
Associate Postgraduate Dean – Dr William McKerrow (hospital education)

### **The Highland Clinical Research Facility**

The UHI Millennium Institute's (UHI) Clinical Research Facility, which opened in January 2009, is housed on the ground floor within the Highland Diabetes Institute; Phase III of the new Centre for Health Science building adjacent to the Raigmore Hospital site.

The Clinical Research Facility is a joint NHS/UHI initiative aiming to provide a high quality clinical environment in which participants can take part in research programmes safely according to

ethically approved study protocols. It comprises a bedded clinical research unit in which patient monitoring may be conducted on a day case or 24 hour basis. The facility has the capacity to be used by departments or specialties within NHS Highland, UHI or other research institutions for clinical research.

The facility is supported by the CRF Advisory Group and approved studies are reviewed by the CRF User's Group.

It is staffed by a small team comprising a dedicated manager, research nurses, research pharmacist, part time pharmacy technician and administrative support under the leadership of a part time CRF Director, Prof Sandra MacRury.

There is a Postgraduate Medical Centre with an excellent library in the recently opened Centre for Health Science ([www.centerforhealthscience.com](http://www.centerforhealthscience.com)) which is on the Raigmore hospital site. The Highland campus of the University of Stirling is also located here, providing pre-registration nurse training. The Department of Clinical Oncology has an excellent track record of placing patients into clinical trials.

## Section 4 – Person Specification

See separate Person Specification

## Section 5 – Terms and Conditions

### TERMS AND CONDITIONS OF SERVICE

This appointment is offered on the terms and conditions of service of the Specialty Registrar Contract in accordance with the Hospital Medical & Dental Staff (Scotland) and current General Whitley Council. Further information can be found here:

<http://www.msg.scot.nhs.uk/pay/medical>

<b>Job Title</b>	LAT Specialty Registrar
<b>Type of Contract</b>	Full time Fixed Term until February 2021
<b>Location</b>	Raigmore Hospital
<b>Salary</b>	£32,961 to £51,828 per annum, pro rata  Placing on the salary scale will be on the minimum point unless the successful applicant has previous experience in an NHS post or previous non-NHS experience equivalent post.
<b>Arrangement of Duties</b>	See separate Job Plan.
<b>Medical Negligence</b>	NHS Highland takes responsibility for expenses and damages arising from medical negligence where they, as the employer, are vicariously liable for the acts and omissions of their medical and dental staff. However, the appointee is strongly advised to maintain separate medical defence or insurance cover for all work which does not fall within the scope of the Board's indemnity scheme, details of which are given in NHS Circular 1989(PCS) 32.
<b>Registration with General Medical Council</b>	Applicants must have full registration with the General Medical Council, a licence to practise and be eligible for inclusion on the GMC Specialist Register. Those trained in the UK should have evidence of higher Specialist Training leading to a CCT or be within six months of confirmed entry from the date of interview or obtained specialist registration through CESR (CP). Non UK applicants must demonstrate equivalent training.

<p><b>Disclosure of Criminal Convictions</b></p>	<p>Appointment to this post will be made subject to satisfactory screening by Disclosure Scotland. This post is considered to require registration with the Protecting Vulnerable Groups (PVG) Scheme as it involves substantial access to children and / or vulnerable adults. A PVG Scheme Record will contain details of all convictions on record, whether spent or unspent. This means that even minor convictions, no matter when they occurred will be included in the Scheme Record. It may also contain non conviction information held locally by the police, where this is considered relevant to the post. Following the selection interview only the "successful" candidate will be subject to registration with the PVG Scheme. Offers of appointment will be made subject to satisfactory PVG Scheme screening and medical fitness. Please note that a commencement date will only be issued once this clearance has been received.</p>
<p><b>Rehabilitation of Offenders Act 1974</b></p>	<p>The Rehabilitation of Offenders Act 1974 provides for many people who have been convicted of certain criminal offences the opportunity to have no need to refer to these convictions or the circumstances relating to them in the course of their daily lives. Certain convictions can, therefore, be regarded as “spent” after the lapse of a period of years under the terms of the Act. The National Health Service employment for which you are applying is <b>excluded</b> in the provisions of the Act unless otherwise stated in the job description. If the post is excluded you are required not to withhold information about convictions which for other purposes are “spent” under the provisions of the Act. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by your employer. Any information given, however, will be completely confidential and will be considered only in relation to the post for which this application form refers.</p>
<p><b>Medical Fitness</b></p>	<p>All prospective members of staff are asked to submit a confidential health questionnaire to the Occupational Health Service. On the basis of this, they may be passed fit, or an appointment for further information or screening may be required. All entrants must be certified medically fit and employment is conditional on such certification. All appointees are expected to comply with NHS Highland’s Immunisation Policy.</p> <p>Those posts classified as Exposure Prone Procedures appointments are dependent on satisfactory proof of immunity or</p>

	freedom from Hep B infection prior to appointment.
<b>Right to Work</b>	NHS Highland 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 Highland 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.
<b>Annual Leave &amp; Public Holidays</b>	The leave year shall run from date of taking up appointment and in a full year the postholder will be entitled to 6 weeks' annual leave plus 10 statutory and public holidays as agreed by NHS Highland.
<b>Superannuation</b>	New entrants to NHS Highland who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme.
<b>Notice</b>	The postholder will be required to give and is entitled to receive a minimum of one month's notice of termination of employment.
<b>Removal Expenses</b>	Assistance with Removal expenses will be given in accordance with the NHS Highland Short Term Relocation Policy. It is compulsory that you discuss any arrangements relating to your relocation with us before arranging anything. Failure to do so may result in limited or no assistance being given.
<b>Private Residence</b>	Your private residence shall be maintained in contact with the public telephone service and shall be not more than 10 miles or 30 minutes by road from your hospital base, unless the Board gives specific approval to you residing at a greater distance.
<b>Identity Badge Policy</b>	NHS Highland has a policy that all staff will be issued with and required to wear an Identity Badge at all times when on duty. If your badge needs replacing for any reason you are required to contact the Fire/Security Office, Estates Department to arrange for a replacement. All identity badges are the property of NHS Highland and must be returned when you terminate your employment.

<b>Smoke Free Policy</b>	<p>NHS Highland operates a No Smoking Policy of tobacco products or e-cigarettes in any of our properties, vehicles or grounds. When selecting new staff NHS Highland does not discriminate against applicants who smoke but applicants who accept an offer of employment will in doing so agree to observe and familiarise themselves with NHS Highland's Smokefree policy.</p>
<b>Confidentiality</b>	<p>In the course of your duties you may have access to confidential material about patients, members of staff or other health service business. On no account must information relating to patients be divulged to anyone other than authorised persons - for example medical, nursing or other professional staff, as appropriate who are concerned directly with the care, diagnosis and/or treatment of the patient.</p> <p>If you are in any doubt whatsoever as to the authority of a person or body asking for information of this nature you must seek advice from your superior officer. Similarly no information of a personal or confidential nature concerning individual members of staff should be divulged to anyone without the proper authority having first been given. Failure to observe this rule will be regarded by your employers as serious misconduct, which could result in serious disciplinary action being taken against you including dismissal. The unauthorised disclosure of official business under consideration by the Board Management Team or one of its Committees by an employee is also regarded as a breach of confidence and may lead to disciplinary action.</p>
<b>Scottish Workforce Information Standard System (SWISS)</b>	<p>The information that staff provide will be used for employment purposes and where necessary to comply with legal obligations. The purpose of holding this information is for administration i.e. employment and pay amendments, superannuation, workforce management/planning and other personnel matters in relation to employment. Any requests for information outwith the above will only be processed with individual consent (e.g. building society mortgage applications etc.)</p> <p>Staff information will be held securely, and will be accessed at a local, regional and national level to meet the requirements outlined above. Managers may also hold information within your department. There will be no unauthorised access.</p>