

Consultants in Otolaryngology (ENT)

Applicant Information



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Consultants in Otolaryngology (ENT) Full Time / Part Time (including up to 2 PA SPA)



Salary Scale - £82,669 - £109,849 per annum (pro rata)

Looking for a new and exciting challenge? Then think about working in NHS Forth Valley in the heart of Scotland.

NHS Forth Valley seeks to appoint 2 ENT Consultants with experience in Head and Neck surgery and General ENT, on a full time permanent basis. The applicants must be able to do general ENT clinics and theatre. Applicants will be encouraged to develop a sub speciality interest which complements other ENT clinical staff. The post includes an on call commitment both within NHS Forth Valley and NHS Lanarkshire.

You can look forward to a warm welcome and strong support from colleagues. Our hospital is situated in the heart of Scotland, nestled against the Loch Lomond and Trossachs National Park, and close to vibrant towns that are richly endowed with excellent cultural and sporting facilities, offering good transport links to Edinburgh and Glasgow.

To apply for this post, please visit the job posting on the NHS Scotland Job Train website.. Applicants should have full GMC registration and a licence to practise. Applicants will be in possession of a Fellowship of the Royal College of Surgeons or equivalent, registered with the General Medical Council and on the Specialist Register or be within 6 months of the anticipated award of a CCT at the time of interview or have a certificate of Eligibility for Specialist Registration (CESR). Applicants are required to have evidence of recent continued academic and professional development. Excellent, communication, listening and organisational skills are essential.

Applicants are encouraged to visit the ENT department and meet senior staff. Informal enquiries should be directed by telephone to Mr Ravi Harar (01324 567632) and Mr Jon Newton (01324 567631).

This post is open primarily to applicants who do not require a work permit to take up employment in the UK. Any applications from applicants who do require a work permit will be considered only if no suitable UK or EEA national is identified for the post. Further information is available at www.gov.uk/government/organisations/uk-visas-and-immigration

Closing date: Wednesday 5th August 2020

Interview date: Wednesday 26th August 2020

Please quote reference number **025040** on all correspondence.

Introduction to NHS Forth Valley

NHS Forth Valley is one of 14 regional health boards in Scotland and serves a population of nearly 310,000 in a diverse geographical area which covers the heart of Scotland and covers three council areas, [Clackmannanshire](#), [Stirling](#) and [Falkirk](#).

NHS Forth Valley has an annual budget of approximately £570 million and is the largest employer in the area, with approximately 8000 staff from a wide range of professional and support occupations. Acute Services are based in our modern, purpose built 860 bedded, Forth Valley Royal Hospital, which opened in 2011 and provides inpatient and outpatient services. It is supported by a network of four [community hospitals](#), 56 health centres, day centres providing care and support for patients with mental illness and learning disabilities and a wide range of community based services.

We are home to the [Scottish Centre for Clinical Simulation and Human Factors](#), one of the most advanced training facilities of its kind where medical staff are able to hone their skills using computerised mannequins. In addition, NHS Forth Valley has been named in a survey of trainee doctors as one of the top places to be in the UK for medical education and training.

There are two Health and Social Care Partnerships (HSCP) which cover the Forth Valley area – one for [Clackmannanshire and Stirling](#) and one for [Falkirk](#).

Further information is available at www.nhsforthvalley.com



The Forth Valley Area

Forth Valley, in the heart of Scotland, is an exciting place to live and work. Transport links are second to none with excellent motorway and rail links and two international airports nearby, Edinburgh and Glasgow. House hunters in the Forth Valley area are spoiled for choice. On offer are a large array of established and new properties in a variety of attractive settings.



Education in the area is first class, with excellent provision of pre-school, primary and secondary education. State schools in the area have strong reputations and there is also easy access to the area's private schools in Dollar and Crieff. On the further education front, Stirling boasts an excellent University and access to the University cities of Glasgow and Edinburgh is easy. There are also further education Colleges in Falkirk, Stirling and Alloa.

Stirling Area

A wee city with a big history, Stirling punches well above its weight for historic attractions and spectacular scenery, not to mention shopping, places to eat and exciting events. Visit Stirling and take in the magnificent views from [Stirling Castle's](#) hill-top esplanade towards the [National Wallace Monument](#) on the edge of the rolling Ochil Hills before looking north east for the mountain peaks of [Loch Lomond & The Trossachs National Park](#). Find out more about the area on [Your Stirling](#).

Falkirk Area

The Falkirk area is steeped in history with a wealth of attractions, including two of the world's most unique, including, [The Falkirk Wheel](#) and [The Kelpies](#) in [The Helix Park](#). Plus the Falkirk area has a significant section of the [John Muir Way](#). [Falkirk](#) is a historic town centre with a traditional high street and lots of things to be doing with two large shopping centres. Find out more about the area on [Visit Falkirk](#).

Clackmannanshire Area

Clackmannanshire lies between the majestic Ochil Hills and the River Forth and provides the perfect year-round base to explore the stunning countryside, rich history, medieval castles and tower houses. For leisure, there are six golf courses, a luxury spa and a major shopping outlet. Find out more about the area on [Discover Clackmannanshire](#).

Job Description

| | |
|----------------------|---|
| Job Title: | Consultant in Otolaryngology (ENT) |
| Posts: | 2 substantive posts |
| Hours of Work | Full time/Part time – up to 40 hours per week |

Background to the Post

This post supports the ENT service going forward after review of demand and capacity.

The Department

Clinics and theatre facilities are located at Forth Valley Royal Hospital, Larbert. The ENT Department was one of the first in the country to pioneer sub specialisation with one consultant undertaking the bulk of the complex tympano/mastoid work, one undertaking parotid surgery and endoscopic sinus surgery, and one undertaking head and neck surgery and oncological work.

There is a 32-bed mixed surgical specialties ward (urology, ENT, maxillo facial, ophthalmology and vascular) with paediatric surgery undertaken in a dedicated paediatric ward. High dependency and intensive care facilities are available. Day and 23 hour beds are available in a dedicated ambulatory care unit.

Outpatient services are provided in the outpatient department with adjacent audiology services. Other facilities include full modern X-ray department with modern CT scanners. There is digital angiography and radio-isotope scanning. MR scanning is available on site.

The post holder will be required to participate in on call within NHS Forth Valley Monday to Friday as per rota and at weekends with NHS Lanarkshire 1:11 rota. The post holder will be required to support the Specialty Grade Doctor by holding the wifi phone weekdays and manage / triage telephone calls from GPs/Emergency department and other hospital departments and participate in “casualty clinics”.



Establishment

Medical Staff

Mr Jonathan Newton - Consultant
Mr Ravindar Harar - Consultant
Mr Musheer Hussain – Locum Consultant
Mr Adonye Banigo - Locum Consultant
Mr Phil Stoney - Locum Consultant
Dr San Pettigrew - Specialty Doctor

Non Medical Staff

The service is supported clinically by ward based FY1 cover, ENT Nurse Specialist, Head and Neck Clinical Nurse Specialist, Audiology Staff, Outpatient Clinic nursing staff and non-clinically by medical secretarial support and a dedicated ENT Service Manager

Audiology

There is a well equipped audiology department with 2 sound proofed rooms. An audiology led hearing aid service is available in Stirling Community Hospital and paediatric direct referrals for children under four years of age. There is an ERA screening service. Outreach school screening is provided with paediatric screening facilities in a well-equipped facility at the Camelon Sensory Centre.

Head and Neck Services

A joint multidisciplinary team (MDT) exists with NHS Lanarkshire and the unit participates in the West of Scotland Managed Clinic Network. There is a weekly MDT meeting and a fortnightly head and neck clinic attended by an oral and maxillo facial surgeon, speech and language therapist, dietitian and specialist nursing support. A Consultant Otolaryngologist is dedicated to head and neck services.

Training and Education

NHS Forth Valley places a high priority on training and development across all staff groups and strongly supports continuing medical education. There is a purpose built education service with a library, lecture theatre and meeting rooms with PACS and video-conferencing facilities.

The department has a vibrant educational culture and has achieved high pass rates in FRCA exams.

Forth Valley Royal Hospital hosts the national Scottish Centre for Simulation and Clinical Human Factors. The most technologically advanced simulation centre in Scotland with permanent technical and administrative support. The centre runs national courses for a variety of specialties including Surgery, Paediatrics, Anaesthetics, Medicine and more. The centre also runs the national faculty development programme for simulation-based education.”

There are weekly postgraduate meetings involving all specialties. There are regular evening postgraduate medical meetings in the hospital for both hospital and primary care medical staff. Glasgow and Edinburgh with their Royal Colleges, University medical schools and postgraduate facilities are within easy reach.

Administrative Support

The successful applicant will have appropriate secretarial support and office accommodation including a computer with access to the NHS network.

Responsibilities

- As agreed with the Director of Acute Services and Associate Medical Director to provide with Consultant colleagues an area wide service in with responsibility for the prevention, diagnosis and management of illness, and for the proper functioning of the service;
- Out-of-hours responsibilities for Forth Valley Royal Hospital / NHS Lanarkshire shared with the other Consultants as part of a Consultant team;
- To provide cover for Consultant colleagues during annual and study leave or at such other times as agreed with the Director of Acute Services and Associate Medical Director;
- To offer professional supervision, training and appraisal of junior medical, nursing and technical staff as appropriate to enhance role extension and job skills within the orthopaedic service in order to improve the service provided to patients;
- To motivate staff within the service, through leading by example, and fostering good working relationships at all levels in line with the principles of the local Partnership Agreements;
- To contribute to developments and initiatives within the organisation as appropriate and as requested;
- To undertake teaching, accreditation and examination duties, and contribute to postgraduate and continuing medical education activity across the area service;
- To agree and implement an annual medical audit and clinical governance programme with the Associate Medical Director in line with the Board's Clinical Effectiveness Strategy;
- To support the Department's Clinical Governance agenda;
- To participate fully in Consultant appraisal and personal development planning activities;
- To ensure the efficient and effective use of the organisation's resources;

- To work with colleagues to ensure the effective and efficient development and implementation of support systems.

The requirements of this post will change through time in line with clinical advances and developments in services provided by the NHS in Forth Valley.

Job Plan

The post holder is required to agree a detailed job plan which will be reviewed at least annually. Efforts will be made to complete job planning prior to the date of commencement in post, or, if this is not possible, as soon as possible following this date.

NHS Forth Valley consultant posts are initially for 10 PAs. We are keen that SPA-related activity over and above the 1 PA of SPA for individual requirements (CPD, audit, clinical governance, appraisal, revalidation, job planning, internal routine communication and management meetings) is offered to new consultants. Other roles in this department that have an SPA allocation are:

- Peer appraisal
- Educational supervision of trainees
- Service development
- Departmental links to other departments
- Committee representation
- Research

Exact allocation of SPA time will be agreed with the successful applicant and reviewed at annual job planning.

Full time (current)

2 Theatre sessions

4 Clinics

2 SPA

On call - 1:4 weekdays NHS Forth Valley

- 1:11 weekends NHS Forth Valley / Lanarkshire

Participation in the provision of an out of hours on call service is an essential component of these posts.

Contractual Details

Contracted activities for this appointment will be defined and agreed with the post holder and the Director of Acute Services.

The post holder will be professionally responsible to the Associate Medical Director and managerially responsible to the Director of Acute Services.

The Consultants in the department will agree arrangements for cover of Otolaryngology duties.

These Consultant posts are available on a full-time basis and part time basis but the Board welcomes applications from individuals who are unable to undertake a full time commitment and who may wish to work on either a part-time or job share basis.

The terms and conditions of service applicable to this appointment are the Consultant grade terms and conditions of service as amended from time to time.

NHS Forth Valley requires each Consultant to agree with the Director of Acute Services and Associate Medical Director, a job plan of fixed and other commitments, which will be reviewed on an annual basis and revised as necessary to meet the requirements of the local and national service issues.

Consultants will be required to participate in an annual appraisal.

The post holder will normally be expected to reside within 30 minutes travelling distance of Forth Valley Royal hospital. If NHS Forth Valley Health Board considers that there is a requirement for the post holder to relocate his or her home in order to take up the responsibilities of the post, relocation expenses will be available in accordance with the Board's Relocation Policy. Support to the level of 15% of starting salary up to a maximum of £10,000 may be available, subject to the provisions of the policy.

Formal appointment to this post will be conditional upon satisfactory completion of all pre-employment checks, including satisfactory medical screening.

NHS Forth Valley does not negotiate salary placements. On commencement of employment, salary will be determined in accordance with Section 5 of the terms and conditions of service.

These appointments will be superannuable under the NHS Superannuation Scheme, which is contracted out of the State Earnings Related Pension Scheme (SERPS). New employees will automatically be enrolled in the scheme unless they opt out. For further information, please contact the Scottish Public Pensions Agency (SPPA) on 01896 893100 or visit www.sppa.gov.uk

The employment is subject to three calendar months notice on either side.

The successful candidates will be expected to be registered for CPD with the Royal College of Surgeons and to fulfil requirements for annual certification and for appropriate revalidation.

Annual leave entitlement is six weeks per year (pro rata for part time post holders), with additional statutory holiday entitlement as agreed by the Local Negotiating Committee and published annually.

General Employment Information

Equality in Employment

NHS Forth Valley fully supports the principle of equality in employment and opposes all forms of unlawful and / or unfair discrimination which cannot be shown to be justified. NHS Forth Valley is committed to ensuring equality of treatment for both present and potential employees.

Human Resources Policies and Services

NHS Forth Valley is the largest employer in Forth Valley, and is committed to ensuring its employment and Human Resources policies and procedures reflect best practice. As a progressive employer, NHS Forth Valley is committed to supporting and developing all employees.

The Medical Workforce Team

In recognising the needs of services, operational requirements and medical staff, the operational Medical Workforce team provides a range of services for all grades of medical and dental staff. For assistance or information, please contact:

| | | |
|-------------------|--|--|
| Jacqui Crilley | Medical Workforce Manager | 01324 618334 jacqui.crilley@nhs.net |
| Lynsey Doherty | Deputy Medical Workforce Manager | 01324 618330 lynsey.doherty@nhs.net |
| Laura Bayley | Medical Workforce Adviser (Contracts) | 01324 618332 laura.bayley@nhs.net |
| Elsbeth Gillespie | Medical Workforce Adviser (Contracts) | 01324 618329 elsbeth.gillespie@nhs.net |
| Hunter Rice | Medical Workforce Adviser | 01324 618328 hunterrice@nhs.net |

Pe-Employment Screening

Criminal Convictions - Protecting Vulnerable Groups (PVG) Scheme

The Protecting Vulnerable Groups (PVG) scheme has replaced the previous disclosure arrangements for people who work with vulnerable groups. The duties of this post require the post holder to undertake regulated work with children and young people (individuals aged under 18 years) and / or protected adults (individuals aged 16 or over who is provided with (and thus receives) a type of care, support or welfare service).

The post holder will be required to be a member of the PVG Scheme and to consent to NHS Forth Valley obtaining a Scheme Record or Scheme Record Update, as appropriate. Any failure to disclose convictions could result in the withdrawal of an offer of employment.

Any applicant wishing to discuss any existing criminal convictions and how these may impact upon an application for employment should contact the Medical Workforce Manager in the first instance.

Occupational Health Screening

This post involves the performance of exposure prone procedures and therefore the successful applicant will be required to produce evidence of their Hepatitis B and C Immunity Status prior to appointment and to undergo satisfactory health screening. Any offer of employment will be subject to satisfactory Occupational Health assessment.

Confidentiality

During the course of their employment with NHS Forth Valley, employees may have access to information about staff or patients or other aspects of NHS Forth Valley's activities, about which they have a duty to maintain confidentiality at all times. In common with all other staff, the post holder will have, in addition, a responsibility to ensure that information relating to his or her work and the operation of the Forth Valley Acute Services in general is kept and maintained securely in accordance with the requirements of the Data Protection Act (1998), the Board's policies and good practice. In particular, the disclosure of commercial or other confidential information which may affect the Board's business interests or endanger the survival of any of its services will be regarded as a fundamental breach of the mutual confidence which must exist between the employer and the employee.

Infection Control and Hand Washing Policy

NHS Forth Valley is committed to providing as clean and safe environment as possible for staff, patients and visitors. The post holder will be required to comply with the Infection Control and Hand Washing Policies.

Health & Safety at Work

All employees have a responsibility for their own health & safety and the health & safety of others who may be affected by what they do. Employees also have a duty to co-operate with their employer by following NHS Forth Valley policies and procedures and safe systems of work; by using equipment safely and by bringing any shortcomings in health and safety arrangements to the attention of their employer. Where something is provided in the interests of health & safety employees must not interfere or misuse it. All employees have a legal

responsibility to report any shortcomings in terms of this in their area. Managers and supervisors have a responsibility for monitoring health & safety arrangements and ensuring staff are following policies and procedures and safe systems of work.

Partnership Agreement

NHS Forth Valley is committed to partnership working. All employees are required to contribute to the development of partnership working by:

- supporting NHS Forth Valley in delivering its goals and objectives;
- supporting continuous improvement in individual performance and the performance of the relevant team / department, directorate and NHS Forth Valley;
- attending training, development and other activities aimed at improving individual skills for the benefit of the organisation and patient care.

Selection Criteria

| Criteria | Essential | Desirable |
|-----------------------------|---|--|
| Qualifications | <p>Fellowship of the Royal College of Surgeons</p> <p>Full GMC registration, with licence to practise</p> <p>Certificate of Completion of Specialist Training (CCT) / Certificate of Eligibility for Specialist Registration (CESR).</p> <p>Applicants who are within 6 months of achieving CCT at the date, of interview are eligible to apply.</p> | <p>Higher degree e.g. MSc, MD or PhD higher degree</p> <p>MBA or other relevant diplomas</p> |
| Knowledge and Skills | <p>Able and willing to work unsupervised and make decisions</p> <p>Good written and oral communication skills</p> <p>Good information technology and administrative skills. Experience in the use of IT systems to manage medical information.</p> <p>Good understanding of how to use data</p> <p>Demonstrated ability to manage time effectively</p> <p>Experience of working in a multi-disciplinary team and an understanding of team dynamics</p> <p>Able to demonstrate high level of competence in the clinical aspects of general ENT and head and neck surgery (benign and cancer).</p> <p>Experience working in the NHS.</p> <p>Awareness of relevant SIGN and NICE guidance</p> <p>Awareness of GMC requirements of doctors</p> <p>Ability to develop new skills</p> | <p>Demonstrated ability to work unsupervised flexibly and make decisions as well as skills to manage clinical priorities.</p> <p>Demonstrated ability to cope well in a crisis situation.</p> <p>Demonstrated ability to communicate effectively e.g. report writing; thesis</p> <p>Demonstrated ability to use IT and manage information/data effectively</p> <p>Demonstrated ability to work within and lead a multi-disciplinary team</p> <p>Appropriate sub-specialty interest and knowledge. Including knowledge of specialty / subspecialty developments.</p> <p>Able to demonstrate understanding of the strengths and weaknesses of the NHS with particular reference to the use of trainees and non-medical models in the delivery of service.</p> <p>Demonstrated ability to deliver a quality improvement project</p> |

| Criteria | Essential | Desirable |
|----------|---|--|
| | <p>Ability to embrace and accept change</p> <p>Knowledge of the ENT training curriculum</p> <p>Knowledge and experience of training and assessing medical trainees and students.</p> <p>Experience in delivering both formal and informal education to trainees, other members of the medical team and other members of the wider team</p> <p>Experience of training and assessing trainees in the NHS. Experience of working with trainees in a supervisory capacity including in an on-call role.</p> <p>Knowledge of improvement methodology and importance of Realistic Medicine.</p> <p>Knowledge of research methodology.</p> <p>Knowledge of how these skills might be of use to the ENT service in Forth Valley</p> <p>Ability to respond efficiently and humanely to the needs of patients</p> <p>Knowledge of initiatives within the Scottish NHS and the Scottish Governments' high level strategy</p> <p>Knowledge of Forth Valley's delivery plan and the challenges that the Health Board faces. Forth valley's Annual Plan, Quality Improvement Strategy, Health Care Strategy (Shaping the future),– all available on the web (https://nhsforthvalley.com/publications/health-plans/)</p> <p>Knowledge of relationship with ENT Services in Lanarkshire</p> | <p>Evidence that the applicant has considered how specialty and subspecialty developments might help Forth Valley Health Board meet its service obligations</p> <p>Experience as a clinical or educational supervisor</p> <p>Formal training in communication skills</p> |

| Criteria | Essential | Desirable |
|---|--|---|
| Experience | <p>At least 7 years of Higher Specialist Training (or equivalent) in ENT</p> <p>Recent experience in relevant subspecialty areas where advice might be sought, especially in the emergency situation</p> | <p>Knowledge and / or training in areas of ENT / head and neck practice that would support recent or proposed surgical (and other) developments within Forth Valley</p> <p>Intermediate or higher training in these areas of anaesthesia</p> |
| Academic- research and improvement | <p>Knowledge of improvement methodology.</p> <p>Knowledge of research methodology.</p> <p>Knowledge of how these skills might be of use to the ENT service in Forth Valley and help the Health Board meets its objectives</p> <p>Participation in research or clinical audit to improve clinical care.</p> <p>Experience in delivering both formal and informal education to trainees, other members of the medical team and other members of the wider team</p> | <p>Formal research or training in improvement methodology.</p> <p>Able to evidence development and/ or delivery of an improvement in clinical practice and/ or a research project.</p> <p>Understanding of how to drive change and improvement.</p> <p>Understand of how these developments might improve the efficiency and effectiveness of services in Forth Valley</p> <p>Formal training in teaching methods</p> <p>Evidence of teaching/ training delivered</p> |
| Management | <p>Understanding of management issues including medical discipline; clinical governance, service planning and willingness to contribute to the activity of the NHS in Forth Valley.</p> <p>Understanding of the challenges faced by NHS Scotland and how these are being addressed in NHS Forth Valley</p> <p>Understanding of Patient Safety and Quality Improvement</p> | <p>Demonstrated ability to manage e.g. project work; mentoring junior staff</p> <p>Delivery of a patient safety or quality improvement project</p> <p>Demonstrates knowledge of Realistic Medicine.</p> |

| Criteria | Essential | Desirable |
|-----------------|--|------------------|
| Other | Ability to work flexibly according to the needs of the service, and contribute to team and skills development. Willing to travel as required by the duties of the post. | |

Application Process

To apply for this post, please visit the job posting on the NHS Scotland Job Train website.

Please note that applicants not currently entered onto the Specialist Register must be within 6 months of award at the date of interview for the post.

Applicants who are not yet in receipt of a Certificate of Completion of Training (CCT) or Certificate of Eligibility for Specialist Registration (CESR) are required to provide documentary evidence of eligibility to apply when submitting their application.

Please quote **reference number 025040** on all correspondence.

Please note the following dates:

Closing Date: Wednesday 5th August 2020

Interview Date: Wednesday 26th August 2020

Please note that we *do not* accept applications in the form of Curricula Vitae

Web Sites of Interest for Candidates

Scottish Health on the web : <http://www.scot.nhs.uk/>

Scottish Government: www.scotland.gov.uk

Living & Working in Scotland

<https://medicaljobs.scot.nhs.uk/working-in-scotland/>