**NHS GRAMPIAN**

**JOB DESCRIPTION AND PERSON SPECIFICATION**

**REF: MK003014**

**CLOSING DATE: SUNDAY, 8 SEPTEMBER 2019**

**1. JOB DETAILS**

**Title:** ENT / Skull Base Fellow

**Reports to:** Directors of Skull Base Surgery

Mr. Bhaskar Ram, Department of Otolaryngology

Mr. Mahmoud Kamel, Department of Neurosurgery

**Accountable to:** ENT Clinical Lead

Mr. Clive Brewis, Department of Otolaryngology

**Location:** Aberdeen Royal Infirmary

**Remuneration:** £32,157 - £50,563

**2. JOB PURPOSE**

* Supporting the work of the ENT / Skull Base Departments as directed by, and under the supervision of, the Clinical Lead and Consultant colleagues.
* Provision of ENT / Skull Base services for patients across the Grampian region including the adult and paediatric workload.
* Work towards the achievement of all applicable performance indicators and waiting times targets.

**3. ABERDEEN**

With a population of approximately 250,000, the city of Aberdeen stands between the rivers Dee and Don on the North East coast of Scotland. Aberdeen is a beautiful and historic city with many architectural splendours constructed from the local granite which sparkles in the sunlight earning Aberdeen’s ‘Silver City’ nickname. There is a sense of history as you walk through the older sections of the city and the large and busy harbour provides a vivid reminder of the area's dependence on the sea for many centuries from fishing through to oil. Recognised as the prosperous ‘oil and gas capital’ of Europe, Aberdeen nevertheless retains its old-fashioned charm and character making it an attractive place in which to live and work.

There is excellent potential to pursue outdoor leisure activities/facilities in particular, with renowned skiing, hill walking and golfing attractions to name but a few, within easy road access. The surrounding countryside offers something for everyone from historic castles and stately homes to beautiful beaches, scenery and amazing wildlife.

Aberdeen enjoys excellent links with other British cities, for example flying time to London is just over one hour with multiple flights per day. Road and rail links to all points north and south are also excellent. Many new housing developments have arisen in surrounding villages providing a wide choice of housing within easy commuting distance by car.

Well known for its superb quality of life, Aberdeen enjoys first class amenities including His Majesty's Theatre, Music Hall, Art Gallery, Museums, Aberdeen Sports Village and Beach Leisure centre. Regional primary and secondary education facilities are excellent as evidenced by national league tables. In addition to Local Authority schools, there are excellent local fee-paying schools, one of which caters for girls only. There is also an International School, which has a wide and diverse pupil and parent community. To find out more about Aberdeen and the North East, visit www.aberdeen-grampian.com.

# **The University of Aberdeen**

The University of Aberdeen is a fusion of two ancient universities: Kings College founded in 1495 and Marischal College which dates from 1592. Thus until they joined in 1860, Aberdeen had two universities for over 250 years. The University maintains an outstanding record in scholarship and supports a high level of teaching and learning underpinned by a first class portfolio of research programmes and currently has 11,500 matriculated students.

The Institute of Medical Sciences is adjacent to the University Medical School on the Foresterhill site and brings together medical scientists and clinicians in a fully integrated research facility. Phase II of the Institute, which will facilitate further developments enhancing the integration between fundamental and clinically based research groups, is fully operational.

For more information visit www.abdn.ac.uk.

# **The Robert Gordon University**

The Robert Gordon University has earned wide recognition for its pragmatic approach to higher education both in Scotland and internationally.

For generations it has produced qualified professionals across a broad spectrum of careers in the arts, management, engineering, sciences, pharmacy, health and the professions allied to medicine.

Around 9,500 students study almost 100 full-time and part-time courses at undergraduate, post-experience and postgraduate levels.

The University is actively involved in applied research in a variety of fields and many short course programmes are being formulated to meet the growing needs of the community.

For more information visit www.rgu.ac.uk.

**4. HOSPITALS**

**NHS Grampian** was formed on 1st April 2004. It incorporates Aberdeen Royal Infirmary, Royal Aberdeen Children’s Hospital and Aberdeen Maternity Hospital on the Foresterhill site. Other sites include Woodend Hospital in Aberdeen and Dr Gray’s Hospital in Elgin.

Peripheral outpatient clinics are provided at various hospitals throughout the north east of Scotland and also at hospitals in Orkney and Shetland.

**Aberdeen Royal Infirmary (ARI)** with a complement of around 800 beds is situated on a large site to the north west of the city centre with the medical school of the University of Aberdeen. This is the principal adult acute hospital of the Grampian area providing a complete range of medical specialties including General Medicine, Cardiology, Respiratory, Gastroenterology, Infectious Diseases, Neurology, Clinical Pharmacology, Stroke Medicine, Diabetes and Endocrinology, Haematology, Nephrology, Oncology, Dermatology, Blood Transfusion, Rheumatology and Geriatrics and surgical specialties including General Surgery, Cardiothoracic, Vascular, Orthopaedics, Neurosurgery, Plastic Surgery, OMFS, ENT, Transplantation, Ophthalmology, Urology, Gynaecology, ITU, A and E, Radiotherapy and Anaesthetics.

Aberdeen Royal Infirmary is a teaching hospital and is a tertiary referral centre for the North and North East of Scotland.

**Royal Aberdeen Children’s Hospital (RACH)**, with a complement of 103 in-patient and 13 day beds, together with the Neonatal Unit based in Aberdeen Maternity Hospital (AMH) provides all specialist care for children up to the age of 16 years in the Grampian region and the Orkney and Shetland Islands.

**Aberdeen Maternity Hospital (AMH)**, with a complement of 120 beds, is the main Maternity Hospital for the area. It has both ante-natal and post-natal beds, and a level 3 Neonatal Unit.

**Woodend Hospital** with a complement of 300 beds is situated one mile west of Aberdeen Royal Infirmary and includes the provision of outpatient ENT and Skull Base services.

**Dr Gray’s Hospital, Elgin** in the Moray district of Grampian has a complement of around 200 beds.

5. THE DEPARTMENT

ENT / Skull Base services are provided from Aberdeen Royal Infirmary and the Children’s Hospital and cover the areas of Grampian, Orkney and Shetland. The total population served by the unit is in excess of 500,000. A full range of general and sub-speciality adult and paediatric services is provided.

Within the ENT Department there are seven consultants, three specialty trainees, one core trainee, four specialty doctors and four foundation doctors.

Adult ENT in-patient services are delivered from a 40 bedded ward shared with Maxillofacial Surgery and including a High Dependency Unit. Paediatric ENT patients are treated in the Children’s Hospital, which is on the same site.

The outpatient unit at Woodend Hospital has a full range of diagnostic equipment and around 21 000 patients are seen annually. At Royal Aberdeen Children’s Hospital there are six paediatric outpatient sessions per week.

There are specialised clinics covering Otology, Rhinology, Head and Neck, Thyroid, Voice, Skull Base, Paediatric Hearing Assessment and Cleft Palate. Full audiological and vestibular investigations are available.

There are outreach clinics in Elgin, Huntly, Stonehaven, Turriff, Fraserburgh and Peterhead. The clinics are well equipped, with microscopes and endoscopes provided in all clinics. There are no inpatient facilities and all surgery is carried out in the main hospitals in Aberdeen.

Cover is also provided for Orkney and Shetland. A Consultant and a middle grade attend each island for three days every two months. Inpatient services are provided for routine surgery on the islands and any complex surgery is referred back to Aberdeen.

#### **6. THE POST**

This is a two year 360 Degree Skull Base Fellowship Programme offering exposure to anterior and lateral skull base surgery and advanced rhinology and otology.

The post is suitable for a senior trainee in Otolaryngology.

It offers comprehensive training in endoscopic anterior skull base and pituitary surgery, orbitozygomatic surgery, neurootologic surgery including translabyrinthine, retrosigmoid and middle cranial fossa approaches and minimally invasive lateral skull base surgery. It also offers training in advanced rhinology and otology.

The Fellow is encouraged to:

* attend the tutorials / grand rounds which take place on most days of the week
* attend the postgraduate afternoons which take place once per month
* participate in the departmental research and audit programme
* publish projects in peer-reviewed journals
* present projects at national and international meetings
* attend relevant courses and conferences
* perform anatomical dissections
* teach and train medical students and junior trainees
* assist in the running of skull base courses

**7. DUTIES AND RESPONSIBILITIES**

The Fellow is expected to

* attend operating lists two days per week
* attend pituitary and lateral skull base clinics twice per month
* attend multidisciplinary pituitary meetings once per month
* participate in the management of inpatients
* participate in the middle grade ENT on call rota

**8. LIBRARY FACILITIES**

There are extensive Library facilities at the University of Aberdeen Medical School based on the Foresterhill site.

**9. LABORATORY SERVICES**

A full range of laboratory services are provided at the Hospital.

**10. MANAGEMENT**

The Acute Sector is divided into four units: Medicine, Surgery, Womens and Childrens Services, and Clinical Support Services.

ENT sits within the Surgical Specialties Unit within the Division of Surgery. This is managed by a Unit Operational Manager and a Nurse Manager in collaboration with the relevant Clinical Leads.

This post reports to the ENT Clinical Lead and is accountable to the Acute Sector Associate Medical Director.

**11. TEACHING AND TRAINING**

The department consistently receives outstanding feedback for the quality of its teaching and training. Medical Students from the University of Aberdeen and Specialty Trainees from the East of Scotland training programme rotate through the department.

**12. RESEARCH AND DEVELOPMENT**

NHS Grampian aims to maintain the tradition of clinical excellence and to encourage clinical staff to work in an environment where people are looking to innovate and are aware of, and contribute to, developments within their specialties and are excited by the prospects of involvement in the exchange of ideas within the national/international research community. NHS Grampian’s Research and Development Strategy has been developed to prioritise and stimulate research and development within NHS Grampian’s fields of interest, complementing the research strategies of the Universities and Research Institutes in the area.

The Research and Development Directorate exists to support and facilitate research within NHS Grampian.

**13. AUDIT**

The appointee would be expected to take an active interest in audit within the Department and any more widespread audit activities agreed with other departments. Participation in any nationally agreed organised audit programme is encouraged.

**14. CONDITIONS OF APPOINTMENT**

Successful appointment is dependent on the receipt of acceptable references.

The appointment is subject to a satisfactory assessment from NHS Grampian’s Occupational Health Service.

**This job description serves to indicate the range of duties of the post but is not intended to**

**be exhaustive.**

NHS GRAMPIAN

## PERSON SPECIFICATION FORM

|  |
| --- |
| **ENT / SKULL BASE FELLOW** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **REQUIREMENTS** | **ESSENTIAL** | **DESIRABLE** |
| **A** | **Qualifications***Basic**Postgraduate* | Primary Medical DegreeAppropriate registration with the GMC. | MRCS/DOHNS or equivalent |
| **B** | **Experience** | A minimum of 4 years experience following qualification with at least 2 years experience in ENT (or equivalent experience and competencies).Ability to demonstrate up to date experience and competencies in order to fulfil the requirements of the role.Awareness of all aspects of care for elective and emergency patients within an ENT / Skull Base department. |  |
| **C** | **Ability***Knowledge**Clinical Skills and**Technical Skills* | Working knowledge of the NHS or an equivalent organisation.Assessment and examination of patients with a full range of ENT / Skull Base conditions including children.Ability to lead and to work within a team.Knowledge of, and able to accept, limitations in experience and decision making. |  |
| **D** | **Motivation** | Self-motivating and enthusiastic.Capable of self-reflection. | Able to motivate others.Evidence of self directed development and of ability to motivate others |
| **E** | **Personality** | Effective interpersonal skills.Able to establish good relations with colleagues and able to work within a multidisciplinary team.  |  |
| **F** | **Audit** |  | Experience of clinical audit. |
| **G** | **Research** | Evidence of understanding of clinical research | Evidence of publicationsEvidence of supervising and directing research performed by junior staffPostgraduate Degree.Enthusiasm to continue research. |
| **H** | **Management** | Ability to organise and prioritise workload effectively.Understanding of current issues within the NHS.UK, EEA national or have verifiable permission to work in the UKPVG clearance |  |