

Working for NHS Lothian

JOB TITLE: Academic Clinical Fellow in Respiratory Paediatrics ST4 or above

JOB REFERENCE: TG 1581

JOBTRAIN REFERENCE: 55581

CLOSING DATE: 18th July 2021



Image courtesy of Edinburgh Inspiring Capital (www.edinburgh-inspiringcapital.com)



Contents

Section
Section 1: Person Specification
Section 2: Introduction to Appointment
Section 3: Departmental and Directorate Information
Section 4: Main Duties and Responsibilities
Section 5: Contact Information
Section 6: Working for NHS Lothian
Section 7: Terms and Conditions of Employment
Section 8: General Information for Candidates

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

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 1: Person Specification

Requirements	Essential	Desirable
Qualifications and Training	<p>GMC registered medical practitioner Licence to practise</p> <p>Two years' experience in middle grade registrar posts or equivalent including experience of working on appropriate ST tier of paediatric and neonatal rota</p> <p>MRPCH</p>	<p>Intercalated degree (BSc)</p>
Experience	<p>Appropriate paediatric and neonatal life support qualification</p> <p>Child protection training to Level 2 or equivalent</p> <p>Satisfactory assessment of clinical ability</p> <p>Satisfactory completion of most recent ARCP to allow ST4 or above working</p> <p>Understanding of and commitment to the work of the Scottish Patient Safety Programme</p>	<p>Clinical research experience</p>
Ability	<p>Ability to manage patients with acute paediatric conditions</p> <p>Ability to take responsibility for independent management of patients with consultant supervision</p> <p>Ability to communicate effectively and clearly with patients and other team members</p>	
Academic Achievements	<p>Completion of information governance course and knowledge of UK data protection legislation</p> <p>Competent in the initial management of anaphylaxis in the rare instance of image contrast allergy</p> <p>Evidence of excellent organisation and time management skills</p>	<p>Experience of patient recruitment to research projects</p> <p>Up to date GCP training certification/ evidence</p> <p>Original research/audit leading to publication and/or presentations</p>



		<p>Experience in biostatistical analysis</p> <p>Experience of preclinical and laboratory research</p> <p>Experience in managing datasets</p> <p>Evidence of good scientific writing</p> <p>Evidence of research activity and presentations</p> <p>Evidence of poster or oral presentations at national or international meetings</p>
Teaching and Audit	<p>Evidence of participation in clinical audit</p> <p>Evidence of formal and informal teaching and training of junior doctors, medical students and other clinical staff</p> <p>Evidence of learning and continuous professional development</p>	<p>Previous experience of designing teaching programmes</p> <p>Qualification in teaching</p> <p>Evidence of training in clinical and / or educational supervision</p>
Motivation	<p>Dedicated to a career in paediatrics</p> <p>Demonstrates interest and background knowledge in the specific area of research project</p>	<p>Interest in paediatrics at individual and population level</p>
Team Working	<p>Ability to work in a team with colleagues in own and other disciplines</p> <p>Ability to organise time efficiently and effectively</p> <p>Reliability</p> <p>Excellent communication skills</p>	<p>Ability to motivate colleagues</p> <p>Evidence of previous managerial training and experience</p>
Circumstances of Job	<p>May be required to work at any of NHS Edinburgh and the Lothian's sites</p>	



Section 2: Introduction to Appointment

Job Title: Academic Clinical Fellow in Respiratory Paediatrics

Department: Children's Clinical Research Facility, Royal Hospital for Children and Young People, NHS Lothian

Base: Royal Hospital for Children and Young People, NHS Lothian and St John's Hospital Livingston

You may also be required to work at any of NHS Lothian sites.

Post Summary:

Available from 01 February 2022. This is a fixed term post for two years. The post holder will take forward a research project for near fatal asthma in children and young people. The post holder will register for an MD allied with the University of Edinburgh Asthma UK Centre for Applied Research. There will be a contribution to the out of hours rota at St John's Hospital (1:9 with prospective cover). There will also be a contribution to daytime hours at St John's paediatric department in the first six months of the post (see below). The principal base for the post is the NHS Lothian Children's Clinical Research Facility.

Section 3: Departmental and Directorate Information

Department of Paediatric Respiratory and Sleep Medicine

The successful applicant will join Professor Steve Cunningham and Drs Don Urquhart, Kenny MacLeod, Stefan Unger, Catherine McDougall, Florian Gahleitner, Dr David Armstrong and Andy Fall in providing the Respiratory and Sleep Medicine service.

Catherine McDougall holds a joint respiratory/PICU position and Andy Fall is CF Speciality Doctor.

The Respiratory and Sleep Medicine service in Edinburgh provides a comprehensive and detailed tertiary level service to patients within SE Scotland (population 1.25 million), and through national service contracts to patients throughout Scotland (population 5 million).

The service provides care across the spectrum of respiratory disease

Cystic Fibrosis

Edinburgh is the regional centre for patients with cystic fibrosis. There are approximately 150 patients within the region. Edinburgh for SE Scotland is one of three hub centres networking across Scotland as part of the Scottish National Delivery Plan. There is a well established transition to adult service. Dr Andy Fall is associate specialist for CF. Dr Don Urquhart is Centre Director. There are 2.0 WTE Cystic Fibrosis Nurse Specialists, 0.5 WTE physiotherapist, 0.4 WTE dietician and 0.2 WTE psychologist allocated to the service. Clinics are based at RHSC, Borders, Fife and Forth Valley. In addition we also provide Cepacia and CFTR variant clinics.

Asthma

The asthma clinic provides diagnosis and management to patients with complex asthma. The hospital provides PICU and HDU (with retrieval) and this provides additional interest for asthma, as all patients requiring these levels of care are reviewed by the respiratory team



who provide follow up in asthma clinics. There is an established transition clinic to adult services on four occasions each year. The asthma service is supported by 2.0 WTE Asthma Nurse Specialist, who have their own clinics each week.

Sleep Medicine

The department has a Sleep Laboratory Room separate from ward areas with full polysomnography (Jaegar systems). In addition bedside video PSG monitoring can be provided for patients in the ward. The sleep service is supported by a Band 7 Sleep Clinical Physiologist, a Band 4 Sleep Clinical Physiologist and three Band 3 Sleep Clinical Physiology Support workers.

Respiratory and Airway Support

We provide a long term respiratory airway support to a range of infants and children throughout the East and North of Scotland. The respiratory in-patient service provides care to children with complex ventilation requirements once they are considered physiologically stable in PICU. We provide an active program to review children with neuromuscular weakness to pre-empt respiratory compromise and to provide respiratory support where necessary. There is a well established annual review programme and transition to adult services for patients requiring CPAP (Sleep Laboratory, Royal Infirmary Edinburgh) and more complex ventilation (Home Ventilation Service, Western General Hospital). The ventilation service is assisted by 2.0 WTE Respiratory Support Clinical Nurse Specialists. The department also supports the Department of ENT in providing care for inpatients with tracheostomies, and those with Pierre Robin requiring nasopharyngeal airway support care.

National Paediatric Spinal Deformity Service

Edinburgh provides the national service for spinal deformity surgery. The respiratory service provides significant support to this service in the form of pre-operative respiratory assessments and post operative respiratory care where required.

Congenital Lung Disease

The Respiratory Department manages congenital lung lesions in liaison with surgical colleagues who are internationally recognised specialists in minimally invasive video assisted thoracic techniques for procedures including lobectomy and lung biopsy.

Other respiratory

The service provides support for other patients with complex pneumonia (including empyema), and the respiratory complications of immune deficiency, oncology and intensive care. There is close liaison with neonatal colleagues for review and management of infants with complex respiratory disease. An established clinic with neurology colleagues is run four times a year to jointly meet children with neuromuscular disease, in particular, boys with Duchenne Muscular Dystrophy.

Respiratory Laboratory

The respiratory laboratory provides a range of respiratory and exercise function testing, including spirometry, body plethysmography, gas transfer and exhaled nitric oxide. There is particular interest in ventilation inhomogeneity and exercise physiology. The laboratory has full CardioPulmonary Exercise Testing equipment (CPET). The lab is managed by a Band 8 Respiratory and Sleep Clinical Physiologist and assisted a Band 7 and two Band 6 Respiratory and Sleep Clinical Physiologists and a student clinical physiologist. In addition, there are three Band 3 Sleep Clinical Physiology support workers.

There are strong links with colleagues in Glasgow, Aberdeen and Dundee as part of a Scottish group (SPRING - Scottish Paediatric Respiratory Interest Group) which meets three



There is a community paediatric service of 12 WTE consultants for Lothian which takes the lead in Child Protection and Disability Care.

There is an excellent teaching programme that includes weekly radiology meetings and well attended hospital grand rounds in addition to journal clubs and departmental teaching.

You will participate in the undergraduate and postgraduate teaching programme, and will be involved in audit projects, which are regularly undertaken within the general medical paediatric department.

Members of the Department

St Johns

Members of the Department

Dr Mariwan Babani, Consultant Paediatrician with an interest in Gastroenterology
Dr Elizabeth Eaton, Specialty Doctor in Paediatrics
Dr Rajeeb Rashid, Consultant Paediatrician with an interest in Diabetes
Dr Helen Rhodes, Consultant Paediatrician with an interest in Allergy
Dr Aniela Tybulewicz, Consultant Paediatrician with an interest in Gastroenterology
Dr Julie Duncan, Consultant Paediatrician with an interest in Rheumatology
Dr David Cordiner, Consultant Paediatrician with an interest in Allergy
Dr Henry Preston, Consultant Paediatrician with an interest in Emergency Medicine
Dr Deepa Patil, Consultant Paediatrician with an interest in Neonatology

RHSC

Professor Steve Cunningham, Consultant Respiratory Paediatrician
Dr Don Urquhart, Consultant Respiratory Paediatrician
Dr Catherine McDougall, Consultant Respiratory & Intensive Care Paediatrician
Dr Kenneth Macleod, Consultant Respiratory Paediatrician
Dr Andrew Fall, Specialty Doctor Cystic Fibrosis
Dr Daniela Ellis, Consultant Paediatrician
Dr Jennifer Horne, Consultant Paediatrician
Dr Guy Millman, Consultant Paediatrician; Clinical Director General Paediatrics
Dr Mairi Stark, Consultant Paediatrician with an interest in Acute General Paediatrics
Dr Laura Jones, Consultant Paediatrician with an interest in Infectious Diseases/Immunology/HIV
Dr Dylan Broomfield Consultant Paediatrician with an interest in Emergency Medicine
Dr Sarah Clegg, Consultant Paediatrician and Community Paediatrician
Dr Charlotte Kirk, Consultant Paediatrician and Community Paediatrician
Dr Kiran Patwardhan, Consultant Paediatrician
Dr Nke Nwafor, Consultant Paediatrician
Dr Rozi Ardill, Consultant Paediatrician with an interest in Nephrology
Dr Sonia Joseph, Consultant Paediatrician; Clinical Director Specialty Paediatrics
Dr Philippa Wood, Consultant Paediatrician
Dr Claire Hathorn, Consultant Paediatrician
Dr Stefan Unger, Consultant Respiratory Paediatrician

Dr Daniela Elleri, Consultant Endocrinology and Diabetes
Dr Louise Bath, Consultant Paediatrician with an interest in Endocrinology and Diabetes
Dr Harriet Miles, Consultant Endocrinology and Diabetes
Dr Kathryn Noyes, Associate Specialist in Diabetes
Dr Sarah Kiff, Consultant Endocrinology and Diabetes



Dr Tarini Chetty, locum Consultant Endocrinology and Diabetes

Professor David Wilson, Professor of Paediatric Gastroenterology, Hepatology and Nutrition
Dr Peter Gillett, Consultant Paediatric Gastroenterologist
Dr David Mitchell, Consultant Paediatric Gastroenterologist
Dr Paul Henderson, Consultant Paediatric Gastroenterologist
Professor Richard Russell, Consultant Paediatric Gastroenterologist
Dr Victoria Merrick, Consultant Paediatric Gastroenterologist

Dr Alex Baxter, Consultant in Paediatric Neurodisability
Dr Ailsa McLellan, Consultant Paediatric Neurologist
Dr Kamath Tallur, Consultant Paediatric Neurologist
Dr Jay Shetty, Consultant Paediatric Neurologist
Dr Richard Chin, Consultant Paediatric Neurologist

Dr Susan Baird, Consultant Haematologist
Dr Mark Brougham, Consultant Oncologist
Dr Angela Edgar, Consultant Oncologist
Dr Emma Johnson, Associate Specialist in Oncology
Dr Shona Mair, Associate Specialist Haematology
Dr Lesley Simpson, Consultant Paediatric Oncologist
Dr Matthew Howard-Jones, Consultant Haematologist
Professor Hamish Wallace, Consultant Oncologist

Dr Alison Cozens, Consultant in Metabolic Medicine
Dr Mary Brennan, Consultant Paediatric Rheumatologist

Section 4: Main Duties and Responsibilities

Main Role

The research project is to investigate near fatal asthma in children and young people in the UK and Ireland. This will be through a surveillance project run through the British Paediatric Surveillance Unit. The project will require liaison to collect reported cases, ensure data quality and adequate follow up. There will be an integration with routinely collected data through a safe haven database for pollution, pollen and deprivation indices for cases identified and the candidate will need to develop appropriate skills to deliver this. There could also opportunities to explore children's asthma admissions to critical care and asthma deaths.

The study will be principally supervised by Professor Steve Cunningham. The postholder will be a member of the Asthma UK Centre for Applied Research (www.aukcar.ac.uk) which is based in the Usher Institute, Edinburgh University. Through the MD would be undertaken within the postgraduate training programme of the Usher Institute.

The post would suit anyone with an interest in general paediatrics, emergency paediatrics, paediatric critical care or respiratory paediatrics.

Potential applicants with a National Training Number should discuss the post and how it fits in to their training with their Training Programme Director and Postgraduate Dean before applying. For applicants without a National Training Number the post is not recognised for training. However the candidate will have a Clinical Supervisor who will support the clinical components of the post by assisting in meeting the individual's educational and career goals, and an Academic Supervisor who will support the research component of the post. For



applicants without a National Training Number participation in annual appraisal will be required.

Clinical Duties

The Clinical Fellow will contribute to the out of hours' rota at St John's hospital in the resident middle grade rota for paediatrics and neonatology (1:9 with prospective cover). This will be the equivalent of 16 hours within a 48-hour working week. There will be a week-long clinical induction at St John's paediatric department at the start of the post, followed by one day per fortnight clinical duties at St John's hospital for the first 6 months of the post. The clinical duties will vary from week to week to accommodate the needs of the Department but will aim to complement the special interest component of the post. While fixed research/clinical days will be preferred some flexibility will be required to support the clinical out of hours work of the Department. Clinical duties may include work in the emergency department, paediatric and neonatal wards, and the care of infants in maternity wards.

Emergency Department

Under the supervision of a consultant emergency physician
Care of children attending the emergency department.
Recognise the roles of the multidisciplinary team
Develop good communication with patients and staff

Paediatric and Neonatal Wards

The Clinical Fellow will work under the supervision of the consultant paediatrician responsible for the paediatric ward and neonatal unit to provide acute medical care to children with acute paediatric problems.
Supervise FY2/GPST2/more junior ST's working.
Take an active role in managing patients through the Assessment Unit

- Out of hours work will comprise resident shift work (12.5hours per shift) in the middle grade (registrar) rota at St John's hospital. Out of hours cover is for both paediatrics and neonatology. The out of hours rota is 1:9 with prospective cover. The rota includes consultants, a specialty doctor and Advanced Nurse Practitioners.

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

Research, Teaching and Training:

- Where possible to collaborate with academic and clinical colleagues to enhance NHS Lothian's research portfolio, at all times meeting the full requirements of Research Governance
- To provide high quality teaching to medical undergraduates and members of other health care professions as required by the Clinical Director

Governance:

- Participate in clinical audit, incident reporting and analysis and to ensure resulting actions are implemented
- Keep fully informed about best practice in the specialty areas and ensure implications for practice changes are discussed with the Clinical Director



- Role model good practice for infection control to all members of the multidisciplinary team

Leadership and Team Working:

- To demonstrate excellent leadership skills with regard to individual performance, clinical teams and NHS Lothian and when participating in national or local initiatives
- To work collaboratively with all members of the team
- To resolve conflict and difficult situations through negotiation and discussion, involving appropriate parties
- Adhere to NHS Lothian and departmental guidelines on leave including reporting absence
- Adhere to NHS Lothian values

Section 5: NHS Lothian – Indicative Job Plan

Pattern of work

The working pattern conforms to a 'Full shift' system. For the majority of the time the Clinical Fellow will work from 08.30 to 16.30 on weekdays.

At St John's Hospital night shifts are from 20:00 until 08.30 and weekend day shifts are from 08.00-20.30.

Although not a formal training post, the terms and conditions for medical trainees in NHS Scotland will apply.

Evidence of the relevant immunities will be required before starting work.

Section 6: Contact Information

Informal enquiries and visits are welcome and should initially be made to:

Dr Guy Millman, Clinical Director guy.millman@nhslothian.scot.nhs.uk

Professor Steve Cunningham, Professor and Honorary Consultant in Paediatric Respiratory Medicine, steve.cunningham@ed.ac.uk

Dr Helen Rhodes, Consultant Paediatrician, St John's Hospital.
Helen.rhodes@nhslothian.scot.nhs.uk



Section 6: 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. 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.

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

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.

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-centered 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.

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.



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

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.nhslothian.scot.nhs.uk/OurOrganisation/Pages/OurValues.aspx>

Section 7: Terms and Conditions of Employment

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

TYPE OF CONTRACT	FIXED TERM: 2 years
GRADE AND SALARY	STR £33,884 - £53,280
HOURS OF WORK	40 HOURS PER WEEK
SUPERANNUATION	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: www.sppa.gov.uk
REMOVAL EXPENSES	Assistance with removal and associated expenses may be awarded
EXPENSES OF CANDIDATES FOR APPOINTMENT	NHS candidates who are requested to attend an interview will be given assistance with appropriate travelling expenses. Reimbursement shall not normally be made to employees who withdraw their application, refuse an offer of appointment. Non NHS employees are not normally awarded travel expenses.
TOBACCO POLICY	NHS Lothian operates a No Smoking Policy in all premises and grounds.
DISCLOSURE SCOTLAND	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.
CONFIRMATION OF ELIGIBILITY TO WORK IN THE UK	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. 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 right to work in the UK has been verified.



REHABILITATION OF OFFENDERS ACT 1974	<p>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 NHS Lothian. Any information given will be completely confidential.</p>
MEDICAL NEGLIGENCE	<p>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.</p>
NOTICE	<p>Employment is subject to one month notice on either side, subject to appeal against dismissal.</p>
PRINCIPAL BASE OF WORK	<p>You may be required to work at any of NHS Lothian sites as part of your role.</p>
SOCIAL MEDIA POLICY	<p>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.</p>



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

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 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

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.



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