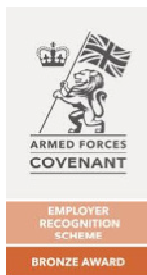
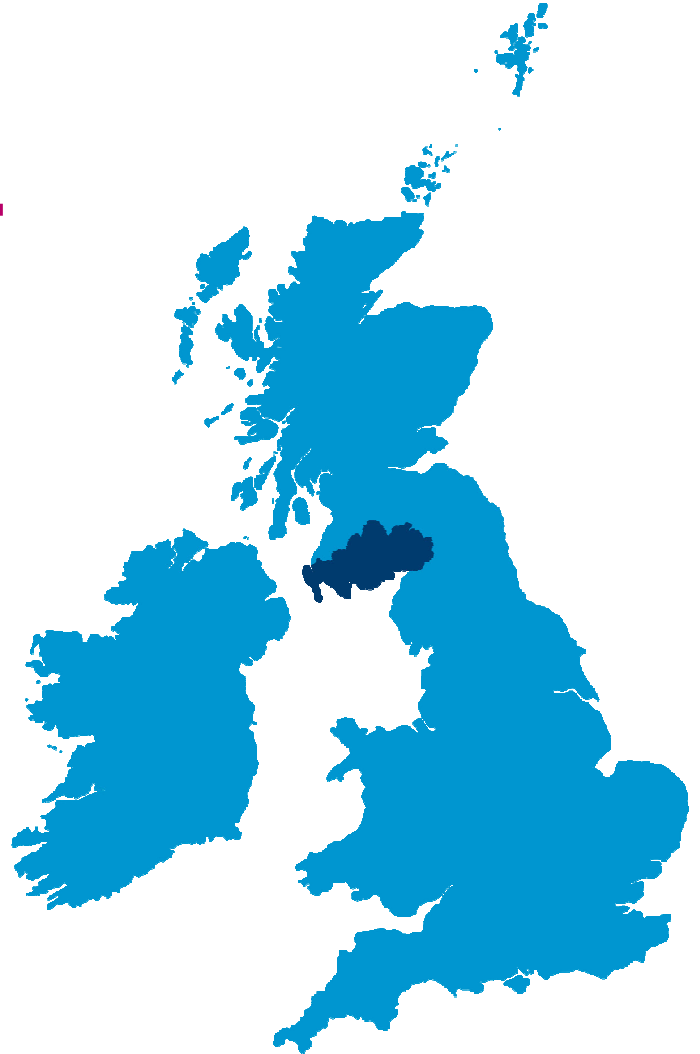


# Consultant Haematologist

## Candidate Information Pack



# Welcome

Dear Candidate,

Thank you for taking the time to read more about who we are and the opportunity we have on offer to join our team.

NHS Dumfries and Galloway is one of 14 territorial Health Boards in Scotland covering the region of South West Scotland.

Our District hospital and Mental Health hospital are based in Dumfries with our smaller community hospital with some acute services based in Stranraer. In addition to this we have several smaller cottage hospitals.

The District hospital (DGRI) has been purpose built to suit the needs of the staff and patients and is one of the only NHS hospitals in the UK to have all single en-suite rooms which has seen an increase in recovery time.

One question I often get asked is, why would a medic choose to come to a small district hospital or our small community hospital?

My top three answers to that would be:

- The teams are smaller which gives you more of a sense of community within the workplace, where you are known by name and supported more in your role.
- We have heavily invested in front line equipment and technology meaning you can get on and do the job you love.
- We have a strong nursing and advanced practitioner workforce to help support us with excellent twice daily huddles in the acute setting to problem solve.

Our medical community across the Health Board have opportunities to develop their skills as we are committed to supporting CPD and development of new skills. We have created a culture of shared learning and best practice with weekly lunch time Journal clubs and educational talks led by our own staff or guest speakers. Our education centre is one of the centres to be fully kitted out and include a clinical skills and observation /control room.

One of the key achievements and something we do well at D&G is the introduction of new models of workforce to make a sustainable future for our community. Recently we have introduced the new SCOTGEM rural medicine programme which has attracted a new talent of medical students to the area as well introducing a Clinical Development Fellows programme where we have added an additional 20+ staff giving additional support at lower to middle grades.

Whatever your specialty we hope that you will take the time to come and visit us and see for yourself why working at D&G is the right choice for you.

Kind regards,

*Ken*



*Ken Donaldson,  
Medical Director,  
NHS Dumfries & Galloway*

# The Opportunity

## 1. Job Identification

<b>Job Title</b>	Consultant Haematologist
<b>Salary</b>	£84,984 - £112,925 (pro rata)
<b>Hours</b>	Full Time 40 hours per week
<b>Contract Type</b>	Permanent
<b>Department</b>	Haematology
<b>Reporting to</b>	Martin Connor
<b>Base</b>	Dumfries & Galloway Royal Infirmary

## Contact Details

We welcome informal contact from prospective candidates who wish to better understand the role.

Please contact:

- Dr Ranjit Thomas, Consultant Haematologist and Specialty Team Leader in Clinical Haematology, on 01387 241687 or by e-mail at [Ranjit.Thomas2@nhs.scot](mailto:Ranjit.Thomas2@nhs.scot);
- Dr Martin Connor, Clinical Director for Diagnostics, on 01387 241561, or by e-mail at [Martin.Connor2@nhs.scot](mailto:Martin.Connor2@nhs.scot)

# Job Description

## JOB PURPOSE

NHS Dumfries and Galloway are looking to appoint a replacement Consultant to join the Haematology team based in Dumfries and Galloway Royal Infirmary. The main aspects of the role will include:

- Management of inpatients with Haematological disorders
- Management of outpatients with Haematological disorders
- Clinical input into the Haematology laboratory and Blood Bank
- Providing appropriate clinical advice to colleagues in primary and secondary care
- Liaising with Haematologists in the West of Scotland

## THE DEPARTMENT

Dumfries & Galloway Royal Infirmary (DGRI) is a modern (3 year old), well-equipped hospital which includes specialty beds in General Medicine, Geriatric Medicine, Clinical Haematology, Palliative Care, Renal Medicine, Respiratory Medicine, Neurology, Gastroenterology, General Surgery including Vascular Surgery, Urology, Orthopaedics, Medical and Surgical Paediatrics, Gynaecology, ENT, Ophthalmology and Oral Surgery. There is also visiting Consultants in Clinical and Medical Oncology.

The Clinical Haematology Team consists of three Consultant Haematologists (this post being one of them), one Clinical Nurse Specialist and one SAS doctor with a close working relationship with four Oncology Pharmacists, one MDT coordinator and four Secretaries.

The majority of the workload is outpatient management of patients. In 2019 248 new and 3816 follow up patients seen (2020/2021 not reflective due to COVID). Patients are seen primarily in the dedicated Haematology/Oncology Centre at Dumfries and Galloway Royal Infirmary with monthly clinics in Newton Stewart and Galloway Community Hospital but increasingly patients are seen remotely.

There are dedicated chemotherapy suites in Dumfries and Galloway Royal Infirmary and Galloway Community Hospital with short waiting times for treatment. Haematology provides level 2B care locally (up to outpatient lymphoma salvage regimens) with in-patient chemotherapy being referred to the Beatson Oncology Centre in Glasgow. Stem cell transplantation is undertaken at the Queen Elizabeth Hospital in Glasgow with local follow-up. Likewise Haemophilia care is provided by Glasgow Royal Infirmary with regular outreach clinics in Dumfries.

The vast majority of biopsies are performed by the Radiology and Surgical Teams locally but Haematopathology samples go to the Queen Elizabeth Hospital in Glasgow for reporting (except marrow aspirates and trephines which are reported locally). There are plans to centralise all reporting in the

West of Scotland.

Haematology in-patients are cared for in Ward C5 with a dedicated SAS Doctor. Plasma Exchanges are performed by the Renal Physicians within the renal unit.

Weekly MDT meetings are conducted both locally and regionally (via video conference with the West of Scotland Haematology Cancer Network). Meetings currently take place once a week with Radiology and Microbiology.

The Haematology Laboratory & Blood Transfusion Department undertake a full range of routine blood testing including coagulation and haemolytic screens as well as B12 and Folate assays. Annual workload is in the order of 500,000 tests, approximately 55% of which are generated via GP direct access.

The Bloodband undertake routine antenatal screening, antibody screening and crossmatch (approx 5000 units blood transfused yearly). Most of the Blood Transfusion serology testing is processed via automation. More specialised tests are performed by the Scottish National Blood Transfusion Service, however there is scope for repatriation of some of these sendaways, with in-house analysis instead, should the post holder wish to take an interest in this.

Although the post-holder would be expected to deal with the majority of haematological problems there is scope for some specialisation or service development.

The hospital is a teaching hospital for students from Edinburgh, Glasgow and St Andrew Medical Schools (including the ScotGem students) and there are ample opportunities for teaching. Dumfries is also in the process of being considered as the site of Scotland's next Medical School. Educational and Clinical Supervision of junior doctors is also encouraged.

## **THE POST**

The consultant job plan is flexible and open to negotiation on appointment. The job plan will be offered on a 10PA contract initially (the balance between direct clinical care and supporting professional activities and any extra programmed activities will be discussed and agreed between the Board and the successful applicant). The current on call commitment is 1 in 3 with prospective cover, attracting an 8% availability supplement.

Discussion on the job plan will include the provision of

- Clinic Provision (Chemotherapy clinic, New Patient clinic and Return Patient clinic)
- Laboratory (Management, Audit and Work)
- Ward Rounds

- 1 in 3 on-call (1PA)
- Clinical admin/MDT (1PA)
- SPA (1PA)

The following is an indicative 3 week job plan. However, the exact weekly timetable and job plan will be drawn up following discussion with the successful candidate, the current post-holders, the Associate Medical Director/Clinical Director and General Manager. With 1 PA for on-call the applicant may wish to take a half day off or have an earlier finish time, this will be part of any job planning discussions.

<b>On Call Week</b>	<b>AM</b>	<b>PM</b>
<b>Monday</b>	Ward	Lab
<b>Tuesday</b>	Admin / Lab / CPD / Ward	Clinic, WoS MDT
<b>Wednesday</b>	Ward	MDT meeting, CPD meeting, X-ray meeting
<b>Thursday</b>	Lab / CPD / Admin / Ward	Lab / Admin
<b>Friday</b>	Ward	Lab / Admin / CPD
<b>Clinic Week</b>	<b>AM</b>	<b>PM</b>
<b>Monday</b>	Chemo prep / Admin	Clinic
<b>Tuesday</b>	Chemo clinic	Clinic, WoS MDT
<b>Wednesday</b>	Admin / CPD	MDT meeting, CPD meeting, X-ray meeting
<b>Thursday</b>	Lab / CPD / Admin (local clinic 2/month when not at peripheral clinic)	Clinic
<b>Friday</b>	Admin	Lab / Admin
<b>Laboratory Week</b>	<b>AM</b>	<b>PM</b>
<b>Monday</b>	Lab admin	Lab admin
<b>Tuesday</b>	Chemo clinic	Clinic, WoS MDT
<b>Wednesday</b>	Lab / Admin / CPD	MDT meeting, CPD meeting, X-ray meeting
<b>Thursday</b>	Clinic (peripheral clinics 2/month)	Clinic
<b>Friday</b>	Lab / Admin / CPD	Lab / Admin / CPD

The post holder will share in the management of in-patients and outpatients with all types of haematological disorders. The post holder will be responsible for the Consultant management of the Laboratory and provide appropriate clinical advice to colleagues throughout the Board including Community and Primary Care. The post holder will be encouraged to maintain and develop special interests.

The post holder will be expected to participate in clinical audit and the supervision and training of the Haematology Speciality doctor, medical students, junior medical and other professional staff. Emergency out-of-hours cover will be shared equally amongst the 3 Consultants on a 1 in 3 weekly rota (on average one week on, two weeks off). Clinical

commitments are flexible to cover essential services during colleagues' leave.

### **Travel**

Any travel allocation will be included within the Total Programmed Activities and will be determined by the location at which Direct Clinical Care and Supporting Professional activities are carried out.

### **Research**

Research is encouraged and supported by an active Research and Development Committee. The appointee will be encouraged to develop research interests associated with their specialist interest.

### **Administration**

This activity covers the management of individual patients including Out Patient administration, results reporting, letters/phone calls to patients, carers, GPs and members of the wider multidisciplinary team involved in the patients care.

### **On Call arrangements**

Haematology Consultants provide 1 in 3 oncall cover, with prospective cover.

### **Supporting Professional Activities**

One SPA is included in the initial job plan but may be increased after negotiation/job planning, these shall normally be sufficient to reflect activities such as revalidation, appraisal, personal audit, and professional development (occurring outwith the 30 days of study leave entitlement in any three year period). It also covers minimal teaching, training and non-clinical administration. The exact timing and location of SPAs, and flexibility around these, will be agreed during the 1:1 meeting with the Clinical Director and included in the prospective job plan.

### **Office space**

There is an individual office for the successful applicant with a computer/laptop (for home working) and microscope. This is located within the laboratory close to the secretaries and a floor above the clinic/chemotherapy suite.

### **Private Practice**

If the postholder wishes to undertake any private practice, he/she is obliged to inform his/her employer at the time of appointment of his/her intention to do so. This should be submitted in writing to the Medical Director.

The postholder shall be free to undertake private practice without approval provided such work is undertaken outside the time agreed in the job plan for programmed activities and is in accordance with the national terms and conditions to service. (Refer Section 6 of the New Consultant Contract).

## **Annual Appraisal and Job Planning**

You shall also be required to participate in annual appraisal. Job planning is linked closely with, but is separate to, the agreed appraisal scheme for consultants. The job plan review will take into account the outcome of the appraisal discussion and reflect the agreed personal development plan.

## **JOB DESCRIPTION AGREEMENT**

**Job Holder's Signature:**

**Date:**

**Head of Department Signature:**

**Date:**

# Person Specification

ESSENTIAL	DESIRABLE
<p><b>Qualifications &amp; Training:</b></p> <ul style="list-style-type: none"> <li>• CCT/CCST in Haematology or, if a Specialist Registrar, be within 6 months of achieving this</li> <li>• FRCPath or equivalent</li> <li>• Full registration with GMC</li> </ul>	<ul style="list-style-type: none"> <li>• Additional post graduate qualifications as appropriate for a DGH Haematology position</li> </ul>
<p><b>Knowledge:</b></p> <ul style="list-style-type: none"> <li>• Experience in Blood Transfusion</li> <li>• Wide general experience in all aspects of Haematology, both malignant and non-malignant including blood transfusion</li> <li>• Experience of clinical governance</li> <li>• Evidence of continuing professional development</li> <li>• Experience of patient safety initiatives</li> <li>• Experience of planning</li> <li>• Experience of building and maintaining working relationships</li> <li>• Experience of teaching and assisting colleagues in matters of Haematology</li> </ul>	<ul style="list-style-type: none"> <li>• Additional experience or proven interest in specialty</li> <li>• Experience of person centred quality initiatives</li> <li>• Evidence of sub specialty interest development</li> </ul>
<p><b>Knowledge:</b></p> <ul style="list-style-type: none"> <li>• In depth knowledge of Haematology</li> <li>• In depth knowledge of the UK health care sector strategies and service provision</li> <li>• Well versed in audit processes (several audits completed)</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of national and international research and clinical management guidelines</li> <li>• Understand economic constraints and requirements of financial planning and business governance processes</li> </ul>
<p><b>Skills / Abilities:</b></p> <ul style="list-style-type: none"> <li>• Ability to perform all usual haematological procedures including but not restricted to bone marrow aspiration and biopsy, and lumbar puncture.</li> <li>• Good morphology skills including ability to report bone marrow aspirates</li> <li>• Experience and able to demonstrate</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to report trephine biopsies of bone</li> <li>• Experience in departmental and organisational planning</li> <li>• Demonstrate understanding of complex clinical work streams across multiple disciplines, localities, operational and</li> </ul>

<p>successful team leadership/ motivation of others</p> <ul style="list-style-type: none"> <li>• Ability to take full responsibility for laboratory and clinical Haematology and participate in team approach to management of patients with haematological problems across the region</li> <li>• The post holder will be expected to manage the transfusion service.</li> <li>• Demonstrate innovative thinking and vision, including an ability to build organisation capacity and capability</li> <li>• Effective interpersonal skills including tact and diplomacy</li> <li>• Computer literate</li> <li>• Effective communicator</li> <li>• Ability to apply knowledge and evidence in practice</li> <li>• Ability to make decisions</li> <li>• Ability to travel independently of public transport</li> </ul>	<p>regional boards</p> <ul style="list-style-type: none"> <li>• Politically aware of competing complex agendas and able to understand the wider stakeholder views across the network</li> <li>• Ability to identify the context for change</li> <li>• Ability to work across regional, local and national organisational boundaries</li> </ul>
<p><b>Personal Attributes:</b></p> <ul style="list-style-type: none"> <li>• Able to integrate well with colleagues and staff to promote team building</li> <li>• Self motivated with visions and drive to improve services</li> <li>• Willing to participate in management of clinical Haematology service and laboratory Haematology service as necessary.</li> <li>• Demonstrate successful team leadership and motivation of others</li> <li>• A commitment to development of service in a changing environment</li> <li>• Understanding and commitment to Clinical Governance</li> <li>• Honest, trustworthy</li> <li>• Ability to cope in pressurised environment</li> <li>• Ability and skill to teach and train staff from multi disciplinary staff groups</li> <li>• Reliable in meeting responsibilities</li> </ul>	<ul style="list-style-type: none"> <li>• Commitment to the empowerment of staff</li> <li>• Influencing skills</li> </ul>

# Terms and Conditions

In accordance with the Terms and Conditions of Service for Hospital Medical and Dental Staff (Scotland) employed in the National Health Service, as amended by the Secretary of State for Scotland, and subsequently the Scottish Parliament, from time to time.

<b>Salary:</b>	The current salary applicable to a full time post is £84,984 - £112,925 depending on experience, plus banding depending on rota.
<b>Leave:</b>	5 or 6 weeks annual leave dependant on experience pro rata plus 10 public holidays pro rata. Entitlement to 30 days study leave over a 3 year period.
<b>Occupational Sick Pay:</b>	<ul style="list-style-type: none"><li>• During the first year of service – one month full pay (and after completing 4 months service) 2 months half pay</li><li>• During the second year of service – 2 months full pay and 2 months half pay</li><li>• During the third year of service – 4 months full pay and 4 months half pay</li><li>• During the fourth year of service – 5 months full pay and 5 months half pay</li><li>• During the fifth year of service – 5 months full pay and 5 months half pay</li><li>• After completing 5 years of service - 6 months full pay and 6 months half pay</li></ul>
<b>Pension:</b>	You will be automatically enrolled into the NHS Pension scheme (Scottish Public Pension Agency). The benefits of which can be found at <a href="http://www.sppa.gov.uk">http://www.sppa.gov.uk</a>
<b>Base:</b>	Your principal place of work is Dumfries & Galloway Royal Infirmary. Other work locations and off site working including Galloway Community Hospital may be agreed. You may be required to work at any site within your employing organisation, including new sites.
<b>Notice Period:</b>	3 Calendar Months
<b>Hours of Duty:</b>	The hours of duty are 40 per week. 1:3 on call is also a requirement of the post.

The full Hospital Medical and Dental Staff (Scotland) Terms & Conditions can be found at: <http://www.msg.scot.nhs.uk/pay/medical>

