



Out of Hours Rural General Practitioner

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Welcome from Michael Dickson, Chief Executive

Thank you for your interest in this position.

Considering a move to somewhere like Orkney can feel like a daunting decision, what will it be like? Where will I live? What about Schools and childcare? Why should I come to Orkney?

We have tried to answer some of these questions and give you some information about living and working in Orkney and further details about NHS Orkney. I hope that you find this pack useful and it helps you come to the conclusion that you should apply to work with us.



NHS Orkney is committed to the delivery of high-quality, safe, and effective care for all that need us. We are proud to employ about 700 staff across our community, primary and secondary care services.

NHS Orkney has seen significant changes in how we deliver services to our community with a real focus on providing care in Orkney and ideally in their own home. The pace of change will continue to accelerate driven by the committed staff who are keen to adopt new and innovative ways of working without losing what is special to working in Orkney, our community. I am committed to working in an open, honest and transparent way that supports staff to innovate, be bold and be brave knowing that not everything we do turns out as we intended, and it is important that we learn from these events so we can continue to improve what we do. NHS Orkney has a clear set of core values and these drive all we do:

- Care and Compassion
- Dignity and Respect
- Quality and Teamwork
- Openness, Honesty and Responsibility

The final thing I would like to say to any prospective applicant is that Orkney occupies an enviable location at the north of Scotland with breath taking beaches, hills, mountains and rolling countryside right on our doorstep. Orkney has consistently come out top in national lifestyle and happiness surveys, with an open and vibrant community, it is the perfect location to provide a safe and welcoming home. This, along with Orkney's direct flight connections to other major cities in Scotland, means the area can offer employees plenty of opportunities for those in pursuit of finding the right work-life balance.

Michael Dickson
Chief Executive
NHS Orkney



Job Advert



Out of Hours Rural General Practitioner Primary Care

**Salary £82,143 - £103,051 dependent on experience (includes 30% enhancement to cover the Out of Hours commitment) and Distant Islands Allowance, all pro rata
Part time 0.5 WTE**

Permanent

The OOH team consists of eight 0.5WTE GPs working in a rota that requires a 0.5WTE post holder to work during 10-day period every eight weeks. This post would suit a portfolio career alongside other commitments either locally in Orkney or elsewhere in the UK.

This is an exciting opportunity for a qualified and experienced General Practitioner to provide OOHs to communities living on mainland Orkney (approx. 19,500 people). The post includes all OOHs periods (6.00pm until 8.00am Monday to Friday, 24 hours on Saturdays and Sundays and Public Holidays). The Primary Care Emergency Centre is based in Kirkwall at our brand-new Healthcare Facility 'The Balfour', co-located with the Emergency Department and the Scottish Ambulance Service base. Accommodation, fully equipped 4x4 vehicles and personal protective clothing are provided.

We are looking specifically for a highly motivated General Practitioner with an interest in Remote and Rural medicine. The ability to teamwork, sometimes at a distance, and to contribute to the local development of primary care services is important. You will be expected to support clinical colleagues including medical, nursing, mental health, and paramedic staff. The post also involves providing some Custody Healthcare Services for Police Scotland in Kirkwall, with remote support and advice available 24/7 from specialist forensic doctors for this work.

Rise to the challenge and enjoy the opportunity – Orkney is a wonderful place to live and work. It offers low pollution, low crime, excellent schools, good leisure facilities, unique wildlife, and amazing scenery. Orkney has excellent transport links to the UK mainland; daily flights from Kirkwall are just an hour to all 4 major Scottish airports.

To find out more about living and working in Orkney go to www.orkney.org Additional information on the islands can be viewed on www.visitorkney.com and further information on NHS Orkney can be found at www.ohb.scot.nhs.uk, including the 'New Horizons' video which includes the OOH GP role at www.ohb.scot.nhs.uk/working

Please contact Dawn Moody - Associate Medical Director on email dawn.moody1@nhs.scot or telephone 01856 888066 should you require further details regarding the post.

This post is subject to a Protecting-Vulnerable-Groups Scheme record check.

Job Description

1. JOB DETAILS	
JOB TITLE	Salaried General Practitioner – Out of Hours
SERVICE	Orkney Health and Care
DEPARTMENT	Primary Care
GRADE	Salaried GP
LOCATION	Based at Home
REPORTING TO	Head of Primary Care Services

2. JOB PURPOSE

To provide a comprehensive range of appropriate out of hours service to the public in Orkney which is in line with the Healthcare Quality Strategy for Scotland. Establish and maintain quality standards, develop, and initiate new systems of working and encourage and promote the development of clinical governance.

As a salaried GP you will be responsible for participating in clinical audit, protocol development and research. You will have a key role in participating in and influencing the strategic development of the out of hours service in Orkney

3. DIMENSIONS

The Out of Hours services in Orkney is a dedicated team of GP's who will work in collaboration with Hospital colleagues, ambulance paramedics, NHS 24 and other health and social care staff who provide an on call service out of hours.

NHS Orkney is responsible for delivering a full range of health services to the local population including primary care, mental health care, learning disability services and secondary care services.

NHS Orkney primary care services and Community Social Services are part of an integrated team known as Orkney Health and Care (OHAC).

4. ROLE OF THE SERVICE

The Out of Hours service will provide cover for the full range of urgent primary care services, as well as providing custody healthcare services (with remote support from specialist forensic doctors) and supporting clinical colleagues, including medical, nursing and paramedic teams.

5. KEY RESULT AREAS

As part of a core team of salaried GPs you will work in collaboration with Hospital colleagues, ambulance paramedics, NHS 24 and other health and social care staff to provide high quality out of hours services to the public in line with local and national priorities.

Provide consultation and clinical management of patients accessing the service. Where appropriate this will include supporting the clinical management of patients attending the A&E department with general practice problems

Home Visits. Where clinically indicated provide consultation and management, including referral when appropriate. A fully equipped car will be available for all home visits.

Whilst NHS 24 will perform the majority of telephone triage, there will be a requirement to respond to patients (triage, consultation, and appropriate management) by telephone.

Develop and encourage positive working relationships with local GP practices, housing, social work, Police, voluntary services, drug and alcohol services, mental health services, dental, secondary care and other appropriate services.

Contribute to anticipatory care planning, emergency care summaries and ensuring continuity of care between all service providers

Utilise all primary care and social work services and facilities, including Social Work respite beds, to manage patients where clinically appropriate rather than admit to secondary care.

Participate in the management of Child Protection and Adults with Incapacity (AWI) related issues during the out of hour's period in accordance with local guidance, policies, and procedures.

Contribute to the out of hour's management of patients in accordance with Mental Health legislation principles and the Psychiatric Emergency Plan.

Provide Custody Healthcare services, dealing with referrals through the police and ensuring that appropriate assessments and clinical management of people in custody is provided.

Keep contemporaneous, accurate and legible records of all patient contacts including telephone advise and support and contribute to electronic data monitoring and audit as directed by the service.

Participate in operational and strategic planning for the Major Emergency/contingency plans

Pursue continuing professional personal development in order to meet revalidation requirements. As an employee in the out of hour's service you will have the same access to personal development opportunities as daytime staff (thirty days in three years) There will be a requirement to focus this development towards activities relevant to the role. Support for appraisal and revalidation will be provided by NHS Orkney and included in your yearly appraisal and objectives.

Participate in and lead development activity and projects within the out of hours service. Including development/review of protocols, documentation including SIGN guidelines and HIS standards, clinical governance, clinical audit activity, research and liaison with NHS 24.

Participate in the education and training of students, GP Registrars, nurses and other professionals as required.

Comply with NHS Orkneys clinical, administrative, employment and management policies and guidance.

6. ASSIGNMENT AND REVIEW OF WORK

The post holder will be required to work in a self-directed manner within agreed objectives as set by the Medical Director of NHS Orkney or Deputy. The post holder will be subject to both informal review and formal annual appraisal. NHS Orkney will provide medical indemnity.

The post-holder will agree formal objectives with Medical Director of NHS Orkney or Deputy. These objectives will be reviewed regularly throughout the year through appraisal and personal development planning.

7. COMMUNICATIONS AND WORKING RELATIONSHIPS

Internal

The Medical and surgical teams at Balfour Hospital

Community Nurses/Nurse practitioners

Medical Director

Local GPs

Palliative Care staff

Other OOH Staff

Mental Health Services

Accident and Emergency

Members of Primary Care Teams

Secondary Care Clinicians

Senior Managers and Clinicians of both Primary and Secondary Care

Board Members

Public Health Department

External

Voluntary and non-statutory agencies

NHS 24

Scottish Ambulance Service

Social Work

General Public

Northern Constabulary

Procurator Fiscal

Environmental Health

8. MOST CHALLENGING PART OF THE JOB

To improve the OOH care of patients in a changing clinical and organisational environment and to participate in the development of a new and evolving clinical service.

Clinical skills, to maintain and develop own clinical skills and those of other staff working in the out of hour's service.

Working in a self-directed manner with limited contact with other clinicians and management support.

Developing relationships with Public, GP Practices and hospital colleagues.

Identifying and delivering the benefits of re-design and new ways of working.

9. SYSTEMS

Daily use of Microsoft Office Suite: Word, Excel, Outlook, Adobe Acrobat Reader and Writer – use to create and view PDF documents.

Local and national database systems e.g. Adastral and Police Adastral (for custody healthcare cases)

General office equipment e.g., printers, telephones, photocopiers.

10. PHYSICAL EFFORT

Combination of driving, sitting, standing, and walking. Carrying out clinical examinations in cramped spaces i.e. patients' home

11. MENTAL EFFORT

Frequent requirement for high level of concentration. Work pattern is unpredictable, it fluctuates between busy periods where conflicting priorities have to be managed and prioritised to quiet periods where there are no call outs.

12. EMOTIONAL EFFORT

Frequent exposure to distressing, sensitive or emotional circumstances while carrying out clinical duties

13. WORKING CONDITIONS

The post holder will be based at home but will have to travel to various locations to see patients including the Balfour Hospital, patient's homes, and the police station. May be exposed to hazards associated with challenging behaviours which can include violence or verbal aggression. Working alone most of the time and driving in inclement weather. Exposure to body fluids while carrying out clinical duties

Job Description Agreement

Job Holder's Signature

Date:

Head of Department Signature

Date:

Person Specification

Job Title: Out of Hours Rural Island GP
Department: Primary Care
Location: Home

FACTOR	ESSENTIAL	DESIRABLE
QUALIFICATIONS TRAINING RESEARCH PUBLICATIONS	<p>MChB (or equivalent primary medical degree).</p> <p>Certificate of Completion of Training (CCT) in General Practice issued by PMETB (or equivalent e.g. Certificate of Prescribed Experience from JCPTGP).</p> <p>Full registration with GMC in the GP register.</p> <p>Recent evidence of continued academic and professional development.</p>	<p>MRCGP (or equivalent).</p> <p>Evidence of participation in audit.</p> <p>BASICS PHEC 1</p>
EXPERIENCE	<p>A primary care practitioner with a firm grasp of issues surrounding Out of Hours Primary Care Services.</p> <p>Primary Care experience</p>	<p>Surgical experience</p> <p>General Medicine experience</p> <p>Previous experience of working in an out of hours setting.</p> <p>Previous Accident & Emergency experience</p> <p>Previous experience of working in a remote and rural area.</p> <p>Previous experience of working within Orkney</p> <p>Experience of teaching undergraduates and postgraduates.</p>
KNOWLEDGE AND SKILLS	<p>Efficiency in managing patients in a broad range of clinical presentations.</p> <p>Ability to expedite a patient's journey through the emergency care systems.</p> <p>Understands principles of audit</p>	<p>Good IT skills</p> <p>Insight into the functioning of an emergency service (A&E, general practice, medical receiving).</p> <p>Practical emergency skills such as resuscitation, triage, suturing and immediate treatment</p>

<p>DISPOSITION</p>	<p>Good team working and interpersonal skills.</p> <p>Communication skills with patients, relatives, staff, and agencies.</p> <p>Leadership capabilities.</p> <p>Good stress management.</p> <p>Self-motivated, able to work efficiently without supervision, using own initiative to complete tasks.</p> <p>Decisive, confident working style with the ability to deal with competing priorities.</p> <p>Well-developed influencing skills combined with a facilitative and supportive style of working.</p>	<p>Innovative and enthusiastic.</p>
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Introduction to Orkney and NHS Orkney



Lying off the northern coast of Scotland, between John O’Groats and the Shetland Isles, Orkney is an archipelago of over 70 beautiful islands; 17 of which are inhabited. The total population is approximately 22,000, with most people living on the Orkney Mainland. Kirkwall, the capital with its spectacular red sandstone 12th-century cathedral and a population of 7,500, is the administrative centre of Orkney with a good mixture of shops, supermarkets, and businesses.

Orkney is a wonderful place to live and offers excellent schools and leisure facilities, low pollution, low crime, unique wildlife, and amazing scenery. Although remote, there are excellent transport connections with numerous flights to Aberdeen, Glasgow, Edinburgh, and Inverness every day. There are ferry services to Aberdeen, Scrabster, and Gills Bay, and of course to the smaller isles in Orkney.

Orkney’s economy is based on agriculture, generating some £30 million per year. Farmers breed and rear beef cattle, dairy cows, and sheep of the highest standard. Orkney has international recognition for its food, with cheese, beef, lamb, and fish produce becoming well known; not to mention whiskey, beer, and gin. Tourism, oil, and the renewable energy sectors are increasingly important. Orkney is at the forefront of the renewable wave and tidal energy drive in the UK.

Kirkwall is a great place for children and a wonderful environment for a family. There is a very strong community spirit with a wide range of cultural and sporting activities for adults and children. Schools in Orkney are very good, with no private fees. Imagine all of this within walking distance of your home and workplace. For residents and visitors there is so much to see and do: playing a round of golf, fishing, kayaking, walking, cycling, diving, wind surfing and horse riding are but a few. The Pickaquoy Centre provides a modern well-equipped sports facility, swimming pool and entertainment centre. There are many cultural activities, with annual music, jazz and science festivals attended by internationally renowned artists and scientists. There is an extremely wide variety of activities for children



and young people. Homes are very affordable and with little traffic, travelling around the islands is easy.

According to the 2020 Bank of Scotland quality of life survey, for eight years in a row Orkney was crowned the best place to live in Scotland. The island took the top prize due to high employment levels, low crime rates, smaller primary class sizes along with good health and happiness scores. With its strong sense of community, picturesque landscape and rich archaeological treasures, the archipelago frequently wins the hearts of visitors.

Not only is Orkney one of the most affordable places to live in the UK, it also has one of the highest employment rates, with 88 per cent of residents between 16 and 64 currently in work. The low crime rate means that many people do not even lock their front doors to allow the postie to place the post and packages inside the door. As for overall wellbeing, more than nine in 10 Orkney residents report good or fairly good health.

To find out more about living and working in Orkney go to www.orkney.com or www.orkneycommunities.co.uk and learn more about NHS Orkney at www.ohb.scot.nhs.uk.



Recruitment Process

The NHS Scotland Everyone Matters 2020 Workforce Vision outlines the commitment the Scottish Government has in putting people at the centre of everything the NHS in Scotland does. Working to a common set of values, the vision will continue to modernise the way we work, embracing technology and digital transformation.

All vacancies will be advertised on NHS Scotland's recruitment website:

<https://apply.jobs.scot.nhs.uk/>

Internal vacancies will be advertised on NHS Scotland's internal recruitment website:

<https://apply.jobs.scot.nhs.uk/internal/>

CVs are not accepted as a form of application; NHS Scotland's electronic application form must be used on the above links.

All adverts will close at midnight on the advertised closing date.

Our selection process will consist of the following assessments:

- **Application short listing** – application forms are reviewed and those meeting the role requirements will be invited to a competency-based interview
- **Interview/Assessment** – competency-based interviews have a focus on NHS Orkney's core values and the candidate's technical expertise. The interview may also include a role specific test or a presentation topic.

Any job offer will be subject to meeting the conditions of NHS Orkney's safer pre- and post-employment checks policy:

- **Employment references** - references should include current and previous employers covering the last 3 years of your employment history
- **Evidence of qualifications** – candidates will be required to provide evidence of their qualifications, including proof of professional registration if required
- **Medical assessment** – the Occupational Health service will make an assessment on your fitness to carry out the information provided in a questionnaire. In certain circumstances further information is required and Occupational Health may contact you by telephone or request that you attend for an appointment
- **Criminal conviction check** – all applicants who apply for posts which are exempt from the Rehabilitation of Offenders Act 1974 and who will have access to patients during their employment will be required to consent to a Disclosure Scotland Criminal Records Check or join the Protection of Vulnerable Groups Scheme.
- **Immigration, Asylum and Nationality Act 2007 – Prevention of illegal working** – candidates must be eligible to work in the UK, evidence of this must be provided.

For any queries relating to this vacancy, or our Recruitment Process, please email

ork.recruitment@nhs.scot

Equality and Diversity

NHS Orkney is committed to Equality & Diversity <https://www.ohb.scot.nhs.uk/about-us/equality-and-diversity>