



Rural Emergency Practitioner Lorn & Islands Hospital Oban

**Information Pack
MS17107782**

**APPOINTMENT OF RURAL EMERGENCY
PRACTITIONER LORN & ISLANDS HOSPITAL**

INFORMATION PACK

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Section 1 – Welcome

Introduction

Thank you for your interest in joining NHS Highland. This information package contains details relating to the local area, this post and the Terms and Conditions of Service.

NHS Highland is committed to becoming a learning organisation, recognising that staff require access to opportunities to learn, maintain and develop skills and knowledge, and we recognise the importance of valuing and supporting our staff throughout their time here.

We offer:

- Policies to help balance commitments at work and home and flexible family friendly working arrangements
- Excellent training and development opportunities.
- On-site library services at the Centre for Health Sciences
- Access to NHS staff benefits/staff discounts
- Cycle to Work Scheme
- Excellent student support
- Access to NHS Pension scheme

NHS Scotland is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination. The aim is for our workforce to be truly representative and for each employee to feel respected and able to give their best. To this end, NHS Scotland welcomes applications from all sections of society.

Recruitment Process

Applicants are expected to make contact with the department before applying and we would **strongly** encourage those that are shortlisted to visit the department prior to interview. The cost of one preliminary visit will be met by NHS Highland.

When organising a visit, candidates must agree appropriate travel and accommodation arrangements with the Medical Staffing Department prior to booking. Expenses will be reimbursed to candidates who are subsequently shortlisted.

Failure to confirm arrangements with Medical Staffing may result in limited reimbursement of expenses.

Department Contact:

Caroline Henderson, Rural General Hospital Manager Tel: 01631 789005 or email caroline.henderson3@nhs.scot

Dr Maggie Brooks, Consultant Radiologist, Interim Lead Clinician. Tel: 01631 788981 or email margaret.brooks@nhs.scot

Preliminary Visit Expenses: Sara Palmer, Medical Staffing email sara.palmer@nhs.scot

How to Apply

- Applicants should complete an Application Form on the NHS Scotland National Recruitment portal. <https://apply.jobs.scot.nhs.uk/>. Please note we do not accept CVs.
- All candidates and employees are afforded equal opportunities in the recruitment and selection process and in employment irrespective of their age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.
- 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.
- NHS Scotland is exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003. As part of any offer of employment in regulated work candidates will be subject to Protection of Vulnerable Groups Scheme membership.

Job reference: MS17 107782

Closing date: 13 July 2022

For further information on NHS Highland, please visit our website on www.nhshighland.scot.nhs.uk

PLEASE NOTE - You should apply for this post by completing the application process on Job Train. We suggest you use Internet Browser "Google Chrome" or "Microsoft Edge"

DO NOT upload a CV as this will not be used for short listing purposes.

Once you have submitted your application form you will be unable to make any amendments.

For help to complete an application on Job Train please click [here](#).

Please contact Amanda.Davidson5@nhs.scot for any queries regarding submitting your application to the NHS Scotland National Recruitment website.

Section 2 – Advert

RURAL EMERGENCY PRACTITIONER

Lorn & Islands Hospital, Oban

Argyll & Bute Hsc

Flexible & Permanent Contracts Available.

£96,539 - £115,888 per annum pro rata dependent on experience

Due to a need to provide robust general support to our Emergency Department, we are looking to recruit Rural Emergency Practitioners to join our team.

As a member of a new innovative team of senior generalists, you will provide a focal point for acute medical services in Lorn and Islands Rural General Hospital. Your work will be an exciting amalgamation of all your previous experience but in a magnificent rural setting. You will be involved in running a unique new service providing support to the Accident and Emergency department which deals with >10,000 encounters per year from the west of Argyll, covering an approximate population of 44,000 and a large influx of people in the tourist season.

Applicants should either hold the Certificate of Completion of Training for General Practice or Emergency Medicine and be registered with the General Medical Council with a licence to practice.

You will be based at the Lorn & Islands Hospital. You will join our established team of senior nurses, medical, surgical, anaesthetic and radiology consultant colleagues who have a unified role providing for the needs of the population. In addition you will be involved in supporting FY1 & 2 and GPST doctors in training, plus Clinical Development Fellows.

This is an exciting prospect, providing broad clinical exposure to the full range of emergency care and supporting medical and surgical inpatient care in a modern environment with full support facilities and a superb continuing professional development package. You will have a key leadership role when on shift providing senior advice.

Lorn and Islands Hospital in Oban is unique. It is the largest of 6 Rural General Hospital across Scotland, located within Argyll & Bute (but close enough to be able to drive to the central belt in 2 hours). So you have the beauty of the Scottish Highlands & Islands, combined with the convenience of being within striking distance of the major Scottish centres. We have 46 acute beds and 6 day-case beds, plus a day case MacMillan Unit. The three acute specialties of Surgery, Medicine and Anaesthesia have 24/7 consultant cover and we also have two Consultant Radiologists on site.

Prior experience in A&E, trauma, paediatrics and basic anaesthetic skills would be welcomed but ongoing additional training is also available.

To support staff having the right work/life balance, we can offer flexible contracts.

NHS Scotland is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination. The aim is for our workforce to be truly representative and for each employee to feel respected and able to give their best. To this end, NHS Scotland welcomes applications from all sections of society.

Informal enquiries would be welcomed by:

Caroline Henderson, Rural General Hospital Manager Tel: 01631 789005 or email caroline.henderson3@nhs.scot

or

Dr M Brooks, Consultant Radiologist, Interim Lead Clinician. Tel: 01631 788981 or email margaret.brooks@nhs.scot

Closing date for completed applications: Midnight 13 July 2022

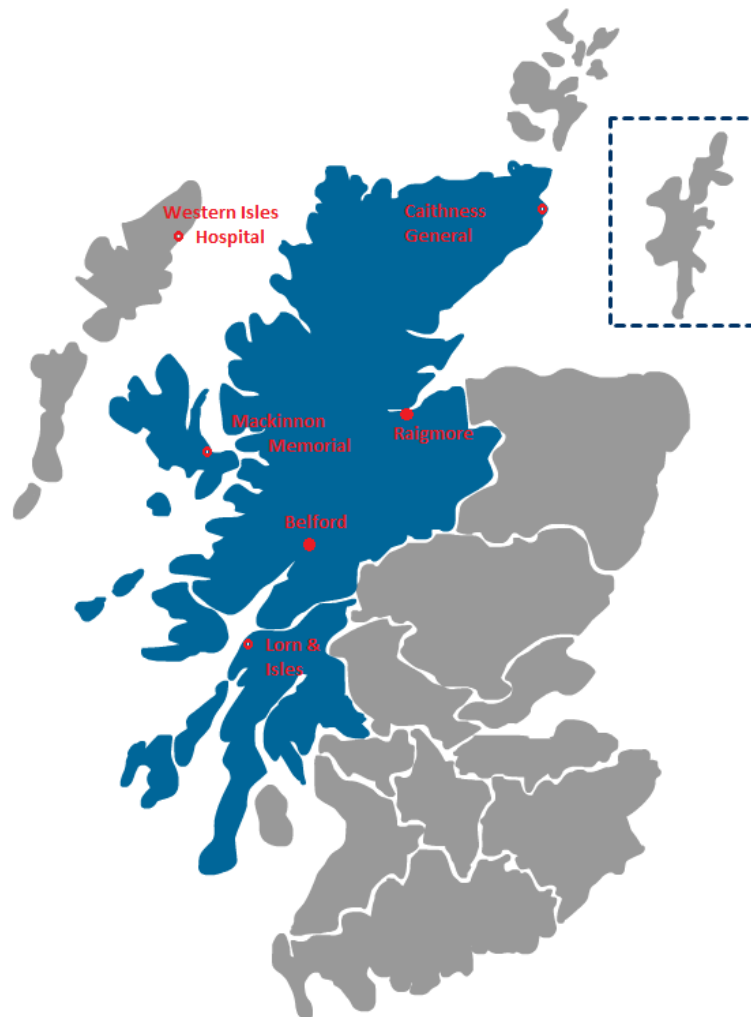
Job Reference 107782

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DO NOT upload a CV as this will not be used for short listing purposes.

Once you have submitted your application form you will be unable to make any amendments.

For help to complete an application on Job Train please click [here](#).



Section 3 – Job Information

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: Rural Emergency Practitioners

Department(s): Lorn & Islands Hospital

Job Reference:

Hours of Work: Flexible.

Salary scale £96,539 to £115,888 per annum (pro rata for part time practitioners)

- Point 00 - remunerated at £96,539 p.a. relates to less than 2 years experience;
- Point 01 – remunerated at £102,992 p.a. relates to more than 2 or more but less than 6 years experience;
- Point 02 – remunerated at £109,441 p.a. relates to 6 or more but less than 8 years experience;
- Point 03 – remunerated at £115,888 relates to 8 or more years experience

2. JOB PURPOSE

Role Context

The role is based in Lorn and Islands Hospital Oban, which is the Rural General Hospital for Argyll & Bute area in the west coast of Scotland, serving a population of about 44,000. This can increase by 30% in the tourist season.

Lorn & Islands Hospital is a well-equipped Rural General Hospital with facilities including Theatre, CT scanning, a High Dependency Unit, Day Case Unit, MacMillan Unit and Rehabilitation Ward in addition to standard inpatient and outpatient facilities. Most tertiary specialist services are provided within Greater Glasgow & Clyde (100 miles away). There are close links with the other Acute Hospitals within NHS Highland and teleconferencing/online facilities allow participation in educational and multi-disciplinary meetings. Good relationships are developed with the Emergency Medical Retrieval Service (EMRS) from Glasgow.

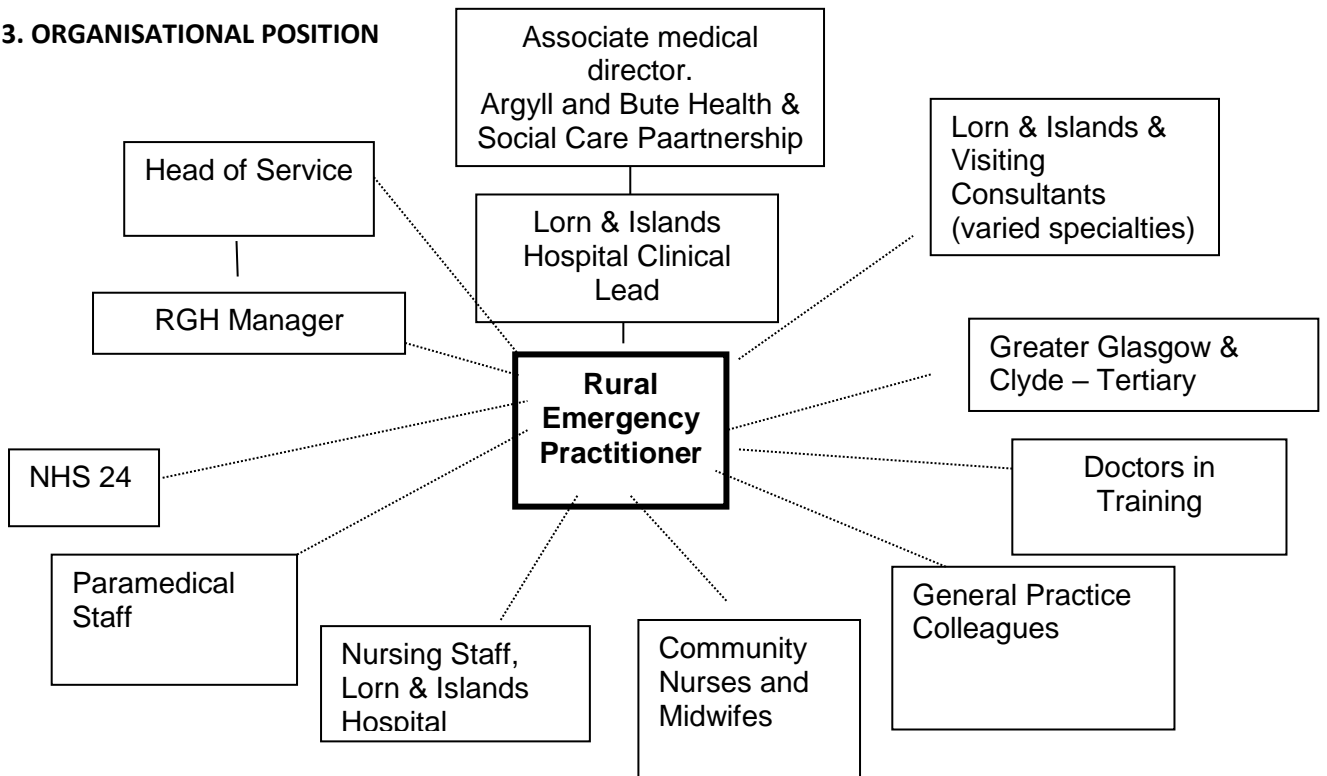
The role involves dealing primarily with the full range of varied unscheduled emergency care, supervising junior staff in the ED department, and providing out-of-hours advice to the trainees.

Role Purpose

The purpose of this role is to work within a multi-disciplinary team to provide the full range of clinical skills that are required to safely manage the varied workload within the hospital 24 hours a day. This will involve management and transfer of critically ill patients on occasion. Specialist decision making support will be available from Consultants in Medicine, Surgery and Anaesthetics in and out-of-hours, Radiology in hours, and also consultants in Raigmore/Glasgow via phone or telemedicine links. (eg Paediatrics).

You will be expected to undertake training, in particular to maintain ALS, ATLS, EPLS and maintain your CPD in line with the expectation of the role.

3. ORGANISATIONAL POSITION



Professionally accountable: NHSH Board Medical Director

4. SCOPE AND RANGE

This post is based in Lorn & Islands Hospital, Oban. The hospital has 46 inpatient medical beds including a 4-bedded High Dependency Unit, A&E department, Theatre, community-led midwife unit, well-equipped Radiology Department, and Outpatient Clinic facilities. Currently 4 beds are allocated for COVID patients but this will be under regular review. The hospital provides an A&E service, stabilizing critically ill patients and transferring where necessary to our referral tertiary hospitals in Greater Glasgow & Clyde. We currently have 3.0 WTE Consultant Surgeons, 4.0 WTE Consultant Physicians, 3.0 WTE Consultant Anesthetics, 1.8 WTE Consultant Radiologists, 2.0 WTE Associate Specialists.

Your hours of work will be 40 per week on a shift system. This results in 130hrs of direct clinical care per month, 16 hours of supporting professional activity and 3-4 overnight shifts per month. You will be expected to cover all aspects of the rota including overnight work, daytime hospital work and weekend work. You will have advance notice of your part in the rota. This is open to negotiation depending on the specialty and interest of the applicant.

Part-time and flexible working options available.

Your annual leave year commences on April 1st and you are entitled to 6 weeks per year plus 10 public holidays. In addition you are entitled to 2 weeks of study leave per year. Furthermore, for skills update and personal development you will be given the option to undertake 4 weeks per year of clinical attachment in busier units.

<p>5. MAIN DUTIES/RESPONSIBILITIES</p> <p>Lorn & Islands Hospital</p> <ul style="list-style-type: none"> • ED role dealing with a full range of clinical presentations including minor illness and injury. Involvement in follow up fracture clinics may be required. • Resuscitation, stabilisation and transfer of critically ill patients. • Liaison with higher specialist units and the Scottish Ambulance Service to arrange all aspects of transfer of for critically ill patients. <p>Interpersonal Skills</p> <ul style="list-style-type: none"> • Support and encourage all clinical colleagues, nursing staff and hospital staff involved in provision of care • Function in a holistic manner in dealing with patients • Encourage an environment of teamwork with colleagues <p>Personal Professional Development</p> <ul style="list-style-type: none"> • Develop a Personal Development Plan to include skill areas of clinical expertise • Adopt a personal lifelong learning culture • Be fully involved in annual appraisal as dictated by NHS Highland and GMC • Provide mentorship to nursing colleagues <p>Professional Issues</p> <ul style="list-style-type: none"> • Work and practice at all times in accordance with the GMC Code of Professional Conduct • Actively demonstrate a positive approach to sustaining and developing personal and professional knowledge required to undertake own role • To be advocates in taking forward service change and delivery 	<p>KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED</p> <ul style="list-style-type: none"> • ED skills and experience • Triage and assessment skills • Resuscitation skills • Airway management skills and experience • Stabilisation & transfer skills • Excellent diagnostic ability including radiological • Inpatient management skills and experience • Awareness of own limitations and those of unit • Planning and organisational • Prioritisation and management of risk • Influencing, listening and communication skills • Diplomacy and trust building <ul style="list-style-type: none"> • Literature updates • Critical appraisal skills • Awareness of national standards of care <ul style="list-style-type: none"> • In depth knowledge of professional code of conduct • Advocacy • Creative thinking • Negotiation skills • Motivational skills • Dealing with complexity and contentious information • Effective communication skills • Ability to work across organisational boundaries
<p>6. SYSTEMS AND EQUIPMENT</p> <ul style="list-style-type: none"> • PC and Microsoft office – Operational work • Teams • Email system – Day to day communications • Intranet / Internet – Source of reference material and NHS Highland protocols • Laboratory Computer interface for results of patient tests • Computer based discharge letter system • Monitoring equipment used in the clinical area • Resuscitation equipment and ventilator • Near patient testing equipment 	

<p>7. DECISIONS AND JUDGEMENTS</p> <ul style="list-style-type: none"> • Working mostly autonomously and with minimal supervision • Ability to recognise scope of personal abilities and clinical judgement • Ensure safety of practice at all times by liaison with other professionals and by adherence to national guidance and standards 	
<p>8. COMMUNICATIONS AND RELATIONSHIPS</p> <ul style="list-style-type: none"> • Responsible for partnership working, involving all staff at the earliest opportunity to influence change if required and provide most efficient, effective and safe service • Collaborate with a range of colleagues both locally and in higher specialist units in provision of patient care and in personal professional development 	<p>KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED</p> <ul style="list-style-type: none"> • Leadership and relationship building • Effective communication skills • Effective interpersonal skills • Good negotiation skills • Strategic thinking • Influencing skills
<p>9. PHYSICAL DEMANDS OF THE JOB</p> <ul style="list-style-type: none"> • Ability to work in a sustained and focused manner • Ability to make immediate decisions • Ability to cope with stressful situations • Resilience • 	
<p>10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB</p> <p>The Rural Practitioner will have a high degree of autonomy in providing patient care within locally agreed and nationally guided standards. The key challenges will be:</p> <ul style="list-style-type: none"> • Providing a very wide range of medical expertise in a challenging environment • Updating clinical skills and continuing professional development • Gaining respect and developing and maintaining effective working relationships with a range of colleagues, nurses and other Allied Health Professionals locally and nationally • Balancing your education and training demands with service demands, satisfying both within the resources available to you • Determination and persistence in achieving successful teamworking where there may be competing priorities and agendas • Maintaining balance between competing demands in the job and between the job and other “life priorities” 	
<p>11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB</p> <ul style="list-style-type: none"> • Current full General Medical Council registration with a licence to practice • CCT in General Practice or Emergency Medicine • Emergency Department experience • Basic anaesthetic skills – training to achieve this can be provided within the post if necessary • Acute hospital inpatient experience advantageous • Computer Literate • Expert communicator possessing influencing and negotiation skills • Current valid driving licence 	

Section 4 – Person Specification

Essential Criteria - these are attributes without which a candidate would not be able to undertake the full remit of the role. Applicants who do not clearly demonstrate in their application that they possess the essential requirements will normally be eliminated at the short listing stage.

Desirable Criteria - these are attributes which would be useful for the candidate to hold. When short listing, these criteria will be considered when more than one applicant meets the essential criteria.

Requirement	Essential	Desirable
1. Qualifications	Qualifications - Essential criteria - Accredited in GP (GP CCT) or Emergency Medicine (CCT)	ALS ATLS EPLS or APLS ALSO NLS
2. GMC/Specialist Registration	Full Registration with GMC eligible to be included in NHS Highland's Performers List MB ChB or equivalent qualification	
3. Clinical Experience	Four years post registration	Airway Management skills Inpatient Management skills Previous Out of Hours Primary Care experience Rural Practice experience
4. Aptitudes	Effective communication skills both written and verbal Basic IT/computer skills Ability to work independently while being part of a multi disciplinary team Able to prioritise work Able to work under pressure Aware of own limitations	
5. Other	Prepared to commit to extensive CME as per our contract. Full Driving Licence	Prepared to undergo airway training Ability to work across organisational boundaries Advocacy Creative thinking

Section 6 – Terms and Conditions

This appointment is offered on the terms and conditions of service of the Consultant Contract in accordance with the Hospital Medical & Dental Staff (Scotland) and current General Whitley Council.

Further information can be found here: <http://www.msg.scot.nhs.uk/pay/medical>

Job Title	Rural Emergency Practitioner
Type of Contract	Full Time Permanent
Location	Raigmore Hospital, Inverness
Salary	<p>Salary scale £96,539 to £115,888 per annum (pro rata for part time practitioners)</p> <ul style="list-style-type: none"> • Point 00 - remunerated at £96,539 p.a. relates to less than 2 years experience; • Point 01 – remunerated at £102,992 p.a. relates to more than 2 or more but less than 6 years experience; • Point 02 – remunerated at £109,441 p.a. relates to 6 or more but less than 8 years experience; • Point 03 – remunerated at £115,888 relates to 8 or more years experience <p>Placing on the salary scale will be on the minimum point unless the successful applicant has previous experience in a NHS Consultant post or previous non-NHS experience equivalent to that gained in an NHS Consultant post.</p> <p>Your salary will be credited monthly, in arrears, at 1/12th of the annual rate to an account at a bank/building society of your choice on the 27th of each month.</p>
Arrangement of Duties	See separate Job Plan.
Medical Negligence	NHS Highland takes responsibility for expenses and damages arising from medical negligence where they, as the employer, are vicariously liable for the acts and omissions of their medical and dental staff. However, the appointee is strongly advised to maintain separate medical defence or insurance cover for all work which does not fall within the scope of the Board's indemnity scheme, details of which are given in NHS Circular 1989(PCS) 32.
Registration with General Medical Council	<p>Prior to commencement in post, successful candidates must have full registration with the General Medical Council, a licence to practise, and be eligible for inclusion on the GMC Specialist Register.</p> <p>Those trained in the UK should have evidence of higher Specialist Training leading to a CCT or be within six months of confirmed entry from the date of interview or obtained specialist registration through CESR (CP). Non UK applicants must demonstrate equivalent training.</p>
Disclosure of Criminal Convictions	<p>Appointment to this post will be made subject to satisfactory screening by Disclosure Scotland. This post is considered to require Registration with the Protecting Vulnerable Groups (PVG) Scheme as it involves substantial access to children and / or vulnerable adults. A PVG Scheme Record will contain details of all convictions on record, whether spent or unspent. This means that even minor convictions, no matter when they occurred will be included in the Scheme Record. It may also contain non conviction information held locally by the police, where this is considered relevant to the post.</p> <p>Following the selection interview only the "successful" candidate will be subject to registration with the PVG Scheme. Offers of appointment will be made subject to satisfactory PVG Scheme screening and medical fitness. Please note that a commencement date will only be issued once this clearance has been received.</p>

Rehabilitation of Offenders Act 1974	<p>The Rehabilitation of Offenders Act 1974 provides for many people who have been convicted of certain criminal offences the opportunity to have no need to refer to these convictions or the circumstances relating to them in the course of their daily lives. Certain convictions can, therefore, be regarded as “spent” after the lapse of a period of years under the terms of the Act. The National Health Service employment for which you are applying is excluded in the provisions of the Act unless otherwise stated in the job description. If the post is excluded you are required not to withhold information about convictions which for other purposes are “spent” under the provisions of the Act. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by your employer. Any information given, however, will be completely confidential and will be considered only in relation to the post for which this application form refers.</p>
Medical Fitness	<p>All prospective members of staff are asked to submit a confidential health questionnaire to the Occupational Health Service. On the basis of this, they may be passed fit, or an appointment for further information or screening may be required. All entrants must be certified medically fit and employment is conditional on such certification. All appointees are expected to comply with NHS Highland’s Immunisation Policy.</p> <p>Those posts classified as Exposure Prone Procedures appointments are dependent on satisfactory proof of immunity or freedom from Hep B infection prior to appointment.</p>
Right to Work	<p>NHS Highland 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 Highland 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 the right to work in the UK has been verified. You will be required provide appropriate documentation prior to any appointment being made.</p>
Annual Leave & Public Holidays	<p>The leave year shall run from date of taking up appointment and in a full year the postholder will be entitled to 33 days annual leave (pro rata per annum) plus eight statutory and public holidays as agreed by NHS Highland (pro rata per annum).</p>
Superannuation	<p>New entrants to NHS Highland who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme.</p>
Notice	<p>The postholder will be required to give and is entitled to receive a minimum of three months notice of termination of employment.</p>
Removal Expenses	<p>Assistance with Removal expenses will be given in accordance with the NHS Highland Long Term Relocation Policy. It is compulsory that you discuss any arrangements relating to your relocation with us before arranging anything. Failure to do so may result in limited or no assistance being given.</p>
Private Residence	<p>If your post includes on-call duties, your private residence shall be maintained in contact with the public telephone service and shall be not more than 10 miles or 30 minutes by road from your hospital base, unless the Board gives specific approval to you residing at a greater distance.</p>

Identity Badge Policy	<p>NHS Highland has a policy that all staff will be issued with and required to wear an Identity Badge at all times when on duty. If your badge needs replacing for any reason you are required to contact the Fire/Security Office, Estates Department to arrange for a replacement. All identity badges are the property of NHS Highland and must be returned when you terminate your employment.</p>
Smoke Free Policy	<p>NHS Highland operates a No Smoking Policy of tobacco products or e-cigarettes in any of our properties, vehicles or grounds. When selecting new staff NHS Highland does not discriminate against applicants who smoke but applicants who accept an offer of employment will in doing so agree to observe and familiarise themselves with NHS Highland's Smokefree policy.</p>
Confidentiality	<p>In the course of your duties you may have access to confidential material about patients, members of staff or other health service business. On no account must information relating to patients be divulged to anyone other than authorised persons - for example medical, nursing or other professional staff, as appropriate who are concerned directly with the care, diagnosis and/or treatment of the patient.</p> <p>If you are in any doubt whatsoever as to the authority of a person or body asking for information of this nature you must seek advice from your superior officer. Similarly no information of a personal or confidential nature concerning individual members of staff should be divulged to anyone without the proper authority having first been given. Failure to observe this rule will be regarded by your employers as serious misconduct, which could result in serious disciplinary action being taken against you including dismissal. The unauthorised disclosure of official business under consideration by the Board Management Team or one of its Committees by an employee is also regarded as a breach of confidence and may lead to disciplinary action.</p>
Scottish Workforce Information Standard System (SWISS)	<p>The information that staff provide will be used for employment purposes and where necessary to comply with legal obligations. The purpose of holding this information is for administration i.e. employment and pay amendments, superannuation, workforce management/planning and other personnel matters in relation to employment. Any requests for information outwith the above will only be processed with individual consent (e.g. building society mortgage applications etc.)</p> <p>Staff information will be held securely, and will be accessed at a local, regional and national level to meet the requirements outlined above. Managers may also hold information within your department. There will be no unauthorised access.</p>