



Consultant Psychiatrist

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Welcome from Mark Henry, Medical Director

Thank you for your interest in our Consultant vacancies based at The Balfour Rural General Hospital, Orkney.

Working in a rural hospital can be tremendously rewarding, both professionally and personally. We pride ourselves in providing high-quality care that is person-centred, safe, and effective and are fortunate to have a new hospital and healthcare facility to deliver it from.

Partnership working is central to NHS Orkney; partnership with our patients, community, our staff and their teams, with Orkney Islands Council, the third sector and other Health Boards that provide us with specialist services. Over recent years NHS Orkney has made significant changes in our delivery of healthcare. We continue to innovate using new collaborative ways of working and technologies to provide exemplary services for our community.

The Balfour opened in June 2019, with the inpatient wards, emergency department, outpatients, diagnostic services, Dentistry, the two Kirkwall GP practices and the Scottish Ambulance Service all on one site. This provides excellent opportunities for close multidisciplinary working to the benefit of our patients. We are now working towards further investment in our outer island facilities. These developments allow us to drive forward service improvement with confidence.

To function in a Remote and Rural setting, our staff need to be adaptable to deliver the wide range of conditions that we need to manage. We value our staff and are flexible in our contractual employment possibilities; being able to offer full or part-time working, annualised hours and can provide support with travel and accommodation. Come and speak to us and explore the possibilities of how working in NHS Orkney could be an enjoyable and rewarding experience for you.

If you are enthused by what we have to offer, share our values and believe you can fulfil this role, we at NHS Orkney look forward to receiving your application.

Yours Sincerely,

Mark Henry
Medical Director
NHS Orkney



Introduction to the Appointment

NHS Scotland

The values of NHS Scotland and NHS Orkney are:

- Care and compassion
- Dignity and respect
- Openness, honesty, and responsibility
- Quality and teamwork

Our values shape the way we treat our patients, interact with each other, strive to improve the service we deliver and work to improve healthcare across Scotland. NHS Scotland is a collaborative organisation, and our experience is that our staff feel supported not just by colleagues in Orkney, but from colleagues across Scotland when we ask for advice or support.

Mental Health service provision in Orkney

The Consultant Psychiatrist post is supported by a team of community psychiatric nurses covering the subspecialties of adult mental health, substance misuse and older people. One 0.5 WTE consultant psychiatrist has been in post since summer 2022. The CMHT is an integrated team with social workers attached currently both are also Mental Health Officers. The team also comprises CAMHS, however this speciality has Consultant support from CAMHS services in Grampian via a long-standing service level agreement. The CAMHS team has expanded greatly over the last year to allow us to meet the increased demand CAMHS services are experiencing nationwide. Adult psychology services also sit within the overall community mental health service led by a Consultant Psychologist. Children's psychology services are provided as part of the CAMHS service level agreement.

Inpatient services are provided by Royal Cornhill Hospital, Aberdeen as part of the service level agreement. Patients who are required to be detained are looked after in the transfer bed located within the Balfour ED until they are transferred via Air Ambulance for inpatient care. The care provided during their stay in the transfer bed and subsequent transfer is provided by CPNs within the team.

Currently the CPNs also provide the out of hours cover and receive guidance where necessary from the OOH Duty Psychiatrist in Royal Cornhill Hospital. As such on call is currently not a requirement of this post. We are currently exploring potential improvements to out of hours, home treatment and transfer processes, but again there is no expectation that the consultant psychiatry post will take part in any out of hours cover arrangements.

We also have good links with the Shetland Psychiatry services who also contract with NHS Grampian for in-patient services.

The Balfour Healthcare Facility

The Balfour, our new hospital and healthcare facility, opened in June 2019. It consists of an Emergency Department, 49 single-occupancy rooms and includes an acute admissions ward with 2 high dependency beds, rehabilitation, maternity, dialysis, cancer, and palliative care units. There are two operating theatres and a minor procedure room. A Day Unit has 10 trolleys and 2 consulting/treatment rooms. Whilst there are no inpatient mental health beds, there is a bespoke transfer bed within the Emergency Department and there is a well-established culture within NHS Orkney of working with the available resources we have. It is not unusual to have mental health patients within inpatient wards for short periods of time, usually pending a bed becoming available in Aberdeen.

The spacious outpatient department hosts visiting specialist clinics and other off-island services delivered through videoconferencing. Each consulting room has dual screens, allowing videoconference consultations with patients in their own homes and supports our staff to attend multidisciplinary team (MDT) meetings with specialists across many disciplines, mainly from Aberdeen. The Oncology Specialist Nurses coordinate care between Aberdeen Oncologists, Physicians, Surgeons, and Radiologists with the services provided locally wherever possible including chemotherapy delivered by the Specialist Nurses. Close liaison helps to ensure a smooth patient journey, delivered as close to home as possible.

The radiology department is equipped with the newest imaging technology, including high resolution CT scanning and with the laboratory, provide a wide range of diagnostic tests. The Kirkwall GP practices, a Dental Unit, the Out of Hours Service and Scottish Ambulance Service also share the same facility. Having the majority of our services delivered from the same building facilitates close multidisciplinary working to the benefit of our patients. Our ambition is to develop a fully integrated service across Primary, Secondary and Social Care, in conjunction with the Third Sector and to empower our communities to actively contribute to the care and wellbeing of the population, in its widest sense.

The five Consultant-led departments of Surgery, Medicine, Anaesthetics, Obstetrics & Gynaecology and Public Health are supported by a team of non-consultant doctors, including Specialty Doctors, hospital-based GPs, GP Specialty Trainees and Career Development Fellows. There is an experienced nursing body, with a range of Specialist Nurses, Advanced and Emergency Nurse Practitioners, alongside Physiotherapy, Occupational Therapy and Pharmacy Departments.

We care for all within our community, from neonates to the elderly. Although patient numbers in our community of 22,000 are relatively low, our patients have the same illness profiles and suffer the same spectrum of trauma as patients in other localities. This means our staff need to be broad generalists across all age groups and deliver services that in urban centres are delivered by specialists. Strong professional networks with specialist colleagues, mainly in Aberdeen, are essential to ensure high quality, up to date care and we are fortunate to have excellent support to facilitate this. To maintain skills and deepen knowledge there is ample provision for study leave, as well as for regularly spending time in larger units.

Although we have high dependency beds, we do not have an ITU on the island. Patients requiring ventilation, or specialised care that we cannot provide locally, are transported off-island by air ambulance. NHS Scotland has excellent consultant-led adult, paediatric and neonatal retrieval teams. These teams also provide

ongoing advice and support prior to arrival. There is also a national trauma network. Occasionally, usually due to adverse weather conditions, we have to care for ventilated patients for a few hours (or even a day or two on rare occasions), until the retrieval team can reach us.

Collaborative working with other Health Boards, training, and education across the professions, including undergraduate attachments, are essential to develop and maintain contemporary, high-quality care in an island environment.

Management Structure

NHS Orkney Board is accountable for the provision of healthcare across primary and secondary care. The Integrated Joint Board commissions health and social care to meet the growing needs of patients living with long term conditions.

Formal medical representation at board level is through the Medical Director, Director of Acute Services, and the Area Clinical Forum Chair. Board philosophy is to involve and integrate senior clinicians into all relevant major aspects of health care management and strategy

Integration Joint Board

Community Mental Health services in Orkney are provided under the remit of the Integration Joint Board (IJB), our local health and social care partnership between NHS Orkney and Orkney Islands Council. One fortunate aspect of being an island setting is that our boundaries are coterminous. The Integration Joint Board is responsible for the strategic planning of the functions delegated to it and for ensuring the delivery of those functions through the directions issued by it. The Integration Joint Board also has an operational role as described in the locally agreed operational arrangements set out within the integration scheme of delegation.

The IJB comprises of 18 Members:

- 3 Elected Members from Orkney Islands Council
- 3 NHS non-Executive members
- Chief Officer
- Chief Finance Officer
- Chief Social Work Officer
- Medical representative – not a GP
- Nursing and AHP representative
- GP representative
- Third Sector representative
- Carer representative
- Service user representative
- 2 Staff representatives
- Housing representative



Job Advert



NHS Orkney is looking to recruit up to 0.5 Whole Time Equivalent (i.e. up to 5 PA) Consultant Psychiatrist to join our team here in the Orkney Islands. We are keen to be flexible in agreeing a working arrangement that works for the right candidate. Orkney is an archipelago of beautiful islands with a deep cultural heritage, a gentle warm welcome and a resourceful community. The islands have excellent schools, leisure facilities and a wide range of activities including sport (Orkney is planning to host the Islands Games in 2025), music, art, drama; with a range of festivals spread across the year. Stunning wildlife and history, ranging from World Heritage Neolithic sites to World War 2, is all around. In 2020, Orkney was rated the best place to live in Britain for the 8th year running.

The post holder will be working with a very experienced, skilled, and versatile integrated Community Mental Health Team. The team comprises a number of services: substance misuse, older adult mental health, psychological therapy, and generic mental health. There is also a CAMHS service supported by a visiting CAMHS psychiatrist and psychologist, with input provided by NHS Grampian.

We have strong links with NHS Shetland Mental Health Services and the post holder will form part of a robust three-way partnership with Shetland and Grampian to ensure that there is the necessary peer/clinical support and supervision required. The post holder will also be working closely with a vibrant Third Sector and local Service User movement in order to tackle mental health stigma and increase local capacity and resilience. We are open to working flexibly with the right candidates.

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

An excellent relocation package of up to £8000 is available subject to eligibility

For further information on the post, please contact Monique Sterrenburg, Consultant Obstetrician and Gynaecologist on monique.sterrenburg@nhs.scot or Ian Dewar, Consultant Psychiatrist Ian.Dewar@nhs.scot

Closing date for applications: Sunday 28th May 2023

Interview Date for applications: Friday 9th June 2023

Our values are:

Care and Compassion Dignity and Respect

Openness, Honesty and Responsibility Quality and Teamwork

Job Description

1. JOB DETAILS	
JOB TITLE	Consultant Psychiatrist
SERVICE	NHS Orkney
DEPARTMENT	Mental Health Service
GRADE	Consultant
LOCATION	The Balfour
REPORTING TO	Head of Health and Community Care

2. JOB PURPOSE

This is a position for a part-time post providing Consultant general psychiatric services (adult and elderly) to the population of Orkney Islands. The post is located in Orkney's main town of Kirkwall within the Community Mental Health Service in Vaenta near Balfour Hospital. The post holder will be responsible to the Chief Executive via the Medical Director and the Head of Community Health and Social Care.

3. DIMENSIONS

NHS Orkney has approx. 620 employees. There are 5 main general practices on the mainland as well as a number of islands staffed by a combination of GPs and Community nurses.

Mental health services are delegated to the Health and Social Care Partnership, which is directed by an Integration Joint Board.

Secondary care services are provided from the Balfour Hospital. Facilities include an Accident & Emergency Department, a 2 bedded High Dependency Unit, a Day Surgery Unit, a Theatre Suite, 2 inpatient wards, a Maternity Department, an Out-Patients Department, McMillan ward and support services including a full range of laboratory and radiological services.

The senior medical staff establishment consists of 3 Consultant Surgeons, 4 Consultant Anaesthetists, 4 Consultant Physicians, and 1 Consultant Psychiatrist. Junior medical and surgical staff are based in the hospital. Over 24 visiting consultants provide more specialised services through out-patient clinics and surgical sessions on island. The consultant staff, including this post holder, meet regularly as a Consultants Group (which includes Public Health Consultants), with representation into the Local Medical Committee, and the Medical Director represents the consultants on Orkney NHS Board.

Orkney has an innovative Third Sector that promotes positive partnership working with the Health Board and Local Authority.

4. ROLE OF THE DEPARTMENT

The Board's Community Mental Health Team (CMHT) is based in the mental health department in Vaenta and is part of the Orkney Health and Care Partnership. The team has been strengthened following reviews of mental health and drug and alcohol services. It currently comprises:

The Adult Mental Health Service is made up of the following teams:

1. Adult Mental Health Team (AMHT)
2. Substance Misuse (SMRS)
3. Older Adult Mental Health Service, including Dementia Pathway
4. Psychology Service

The Operational Manager for the CMHT is responsible for the daily administrative running of the services. The Psychology service is led by a clinical psychologist.

The Head of Health and Community Care takes overall senior management responsibility for the service. The Service Manager, Operational Manager, Consultant Psychiatrist and the Consultant Clinical Psychologist report to the Head of Health and Community Care, who in turn reports to the Chief Officer of the IJB (who for health reports to the CEO of the NHS Orkney Health Board).

We have 2 social workers within the team, 1 of whom is a Mental Health Officer. There are also MHOs based in the wider Social Work Dept, based at Orkney Islands Council.

The Community Mental Health Team is supported by Admin Staff. There is dedicated secretarial support for the Consultant Psychiatrist. The post will have appropriate office accommodation with a Laptop and IT support including Internet access, e-mail, and electronic shared diary facilities.

Consultant psychiatric services for children and adolescents are provided by a monthly visiting service and the CAMHS team is made up of 1.0 WTE CPN and 1 WTE Practitioner for children and adolescents, 1.0 WTE Clinical Associate in Applied Psychology and a monthly visiting consultant clinical child psychologist. The CAMHS service is managed via Adult Services, although has close links with Social Work and Education.

The CMHT operates a "Duty System" staffed by CPNs, who are first point of contact for psychiatric emergencies in the community and to support secondary care (Liaison at Balfour Hospital) during the day. The CPNs also provide Crisis Resolution, Intensive Home Treatment, and an Out of Hours rota.

Residential care for people suffering from advanced dementia is provided by the local authority in care homes and extra care housing based around the islands.

In-patient services for both adult and older adult patients are provided via a service level agreement with NHS Grampian at the Royal Cornhill Hospital in Aberdeen. While awaiting transfer to Aberdeen, patients with a psychiatric emergency are cared for in the transfer bed based in the Emergency Department in the Balfour Hospital. Close working relationships are maintained with the Grampian service. Second opinions and more specialised assessments and advice are available through Grampian services (for example Eating Disorders, Forensic, Liaison and Old Age Psychiatry).

The mental health team operates in a collaborative culture, in keeping with modern roles for consultant psychiatrists. There is a history of close multi-disciplinary and multi-agency working in Orkney, and the mental health team is a strong example of this, with a consultative and case supervisory model of working in which the consultant plays a lead role. The team as a whole have

been instrumental in developing the service to its present levels, and this post holder will be encouraged to continue this development, in the present context of regional network collaboration (building on the already close links with the Grampian service in Aberdeen). As part of ongoing discussions to improve the resilience of the obligate network the postholder may be required to provide a service in Orkney and/or Western Isles for short periods of time which may be reciprocated.

There is scope for the pursuit of special interests by the post holder in collaboration with colleagues locally and in mainland services, and for linking into existing regional and national specialist networks.

Travel both within Orkney and the Scottish mainland for liaison, CPD and other related activities may be required. Educational and other clinical/ professional development activities in Grampian can be arranged subject to mutual agreement and might include undergraduate/postgraduate teaching.

Mental health services are managed by a Head of Service and are currently trying to strengthen management in put into the service to improve efficiency. This post holder will be expected to assist in strategic planning and service reconfiguration, and to provide clinical leadership to the team.

Drug and alcohol services, currently provided via a Drug and Alcohol Partnership arrangement between NHS Orkney, Orkney Islands Council, and local community-based organisations. The Substance Misuse Team run a Prescribing Clinic with 2 members who are Non-Medical Prescribers, a part time GP and a Pharmacist. Other third sector services include The Blide, Age Scotland, Y-People, Women's Aid, Rape Crisis, Relationship Scotland, and independent advocacy.

5. PRINCIPAL DUTIES

- Provide clinical leadership to the CMHT and work collaboratively with the head of service.
- To take a lead role in developing mental health services in Orkney.
- To provide a clinical service in community psychiatry for adults and the elderly, including out-patient consultations, assessment, and treatment of patients in the community as well as emergency assessment, and treatment.
- To lead and run the Dementia Care Pathway through the memory clinic, working collaboratively with the CMHNS tasked with the clinical responsibility of organising all clinical activities relating to the provision of care to this vulnerable group of patients.
- To strengthen and improve working relationships with GPs who are key to the provision of a consistent and continuous service to the local population.
- To encourage and assume a leading role in forging multidisciplinary team working and the active implementation of the Care Programme Approach (CPA).
- To facilitate case discussion opportunities for the very motivated and experienced CMHNS in the team to enable optimal care planning, risk assessment and management.
- To provide a limited liaison psychiatric service to the Balfour Hospital which may take the form of assessments and advice on patients in the care of medical and surgical colleagues and those attending accident and emergency with mental health problems.
- Fulfil duties of an Approved Medical Practitioner under the Mental Health (Care and Treatment) (Scotland) Act, 2003 including S22. In this regarding, the post holder is encouraged to work

closely with MHOs to enable seamless and efficient management of MHA related clinical activities.

- The Post Holder must be an active participant in Clinical Governance and Clinical Risk Management, including their implementation and audit.
- To contribute to the teaching and training of students, trainees, and multidisciplinary staff groups as appropriate.
- To assess patients in police custody on request of a police surgeon.

6. GOVERNANCE

The Consultant Psychiatrist will be responsible for developing and maintaining clinical standards with the Mental Health team. They will report professional matters to the Medical Director and provide professional leadership for any Speciality Doctors in Psychiatry. Relevant governance matters will be shared with our obligate network partners.

7. PERFORMANCE

Yearly appraisal will formally evaluate performance of the role. Regular discussions will take place with the Medical Director for professional performance and reviewing the job plan.

8. ON-CALL RESPONSIBILITIES

Currently there are no on call responsibilities, but there have been discussions between Shetland and the Western Isles, for providing on call support on a rota system, for the nurses and other Out of Hours Professionals.

9. CONTINUING EDUCATIONAL AND PROFESSIONAL DEVELOPMENT

The Board recognises this to be a crucial aspect of the appointment as part of its provision of high-quality health care and responsibility for clinical governance. CEPD is undertaken not only in line with individual development plans, but also as part of departmental service development.

Arrangements exist to access the extensive medical library at Aberdeen Royal Infirmary for research and study purposes not catered for in Orkney.

CEPD programmes are encouraged and take full advantage of study leave opportunities.

Requests are considered flexibly to allow for the difficulties of off-island travel. The Board is at the forefront of video conference use as an innovative tool to support remote learning. In recognition of the potential difficulties of professional isolation the Board also looks favourably on short secondments to other Units, especially should they be designed to update clinical skills or to further develop clinical networks.

10. RESEARCH

Although research is not included as a part of the proposed duties of this post the Board will consider requests for the Post Holder to pursue any personal research interest as it would any area of appropriate professional development.

11. LEAVE

The post-holder will be entitled to 33 Days annual leave per year in addition to the 8 public holidays. Study leave of thirty days per triennium is allowed and there is funding available for

approved study. There is recognition of the complexities of travel to educational events in mainland UK and this is taken into account when study leave is requested.

12. WORK PROGRAMME

A job plan will be agreed between the post holder and the medical director. An indicative job plan comprising 4 Programmed Activities of direct clinical contact and a PA for supporting professional activities is provided as follows:

Job Plan: Consultant Community Psychiatrist

This is open to negotiation to best serve the needs of the Orkney Community, the post holder, and the team

DAY/TIME	HOSPITAL/ LOCATION	TYPE OF WORK
Monday 08:30 – 5.00pm	The Balfour	Outpatient Clinical
Tuesday 08:30 – 1.00pm 1pm to 5pm	The Balfour	Admin SPA
Wednesday 8.30am – 12pm 12.30pm – 5pm	The Balfour	Outpatient clinic Urgent/Emergency Clinic Admin
Thursday	The Balfour	
Friday	The Balfour	

Job Description Agreement

Job Holder's Signature

Date:

Head of Department Signature

Date:

Person Specification

Job Title: Consultant Psychiatrist
Department: Mental Health Service
Location: NHS Orkney - Kirkwall

FACTOR	ESSENTIAL	DESIRABLE
EXPERIENCE	Experience at consultant grade in general psychiatry	Experience in old-age psychiatry Experience of service development Experience of remote and rural working
QUALIFICATIONS TRAINING RESEARCH PUBLICATIONS	MRCPPsych or equivalent GMC registered with a licence to practice Registered on Specialist Register S22 qualified	Higher qualification in psychiatry Training in a number of specific therapeutic approaches
KNOWLEDGE AND SKILLS	Ability to clinically lead a multidisciplinary team Excellent communication skills	Knowledge of Scottish health legislation Service Improvement
DISPOSITION	Flexible approach to service provision	
OTHER	Ability to be approved under the Mental Health Act Evidence of appraisal and revalidation Driving Licence and ability to travel at short notice in Orkney's remote and rural community	Existing S22 qualification

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>

<p>CONFIRMATION OF ELIGIBILITY TO WORK IN THE UK</p>	<p>NHS Orkney has a legal obligation to ensure that its employees, both EEA and non-EEA nationals are legally entitled to work in the United Kingdom. Before any person can commence employment within NHS Orkney, 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 to provide appropriate documentation prior to any appointment being made.</p>
<p>REHABILITATION OF OFFENDERS ACT 1974</p>	<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 Orkney. Any information given will be completely confidential.</p>
<p>MEDICAL NEGLIGENCE</p>	<p>In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board does not require you to subscribe to a Medical Defence Organisation. Health Board indemnity will cover only Health Board responsibilities. It may, however, be in your interest to subscribe to a defence organisation in order to ensure you are covered for any work, which does not fall within the scope of the indemnity scheme.</p>
<p>NOTICE</p>	<p>The employment is subject to three months’ notice on either side, subject to appeal against dismissal.</p>
<p>EQUAL OPPORTUNITIES</p>	<p>The postholder will undertake their duties in strict accordance with NHS Orkney’s Equal Opportunities Policy.</p>
<p>DISABLED APPLICANTS</p>	<p>Job Interview Guarantee Scheme As a Disability Symbol user, we recognise the contribution 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. A disability or health problems does not preclude full</p>

consideration for the job and applications from people with disabilities are welcome. All information will be treated as confidential. You will note on our application form that we ask for relevant information with regard to your disability. This is simply to ensure that we can assist you, if you are called for interview, to have every opportunity to present your application in full. We may call you to discuss your needs in more detail if you are selected for interview.