

 **NHS NATIONAL SERVICES SCOTLAND**

**JOB DESCRIPTION**

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| **1. JOB DETAILS** |
| Job Title | **CONSULTANT in Medical mICROBIOLOGY / Infection Control Doctor** |
| Immediate Senior Officer | NHS Scotland Assure Clinical Lead  |
| Strategic Business Unit | NHS Scotland Assure |
| Location | Meridian Court, Glasgow |
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| **2. JOB PURPOSE** |
| The main purpose of the post will be to provide microbiology and infection control support and advice to national planning functions within NHS S Assure, NHS Boards and Scottish Government HAI Policy Unit. The post holder will also contribute to quality improvement work and contribute to the strategic business of NHS S Assure. |
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| **3. DIMENSIONS** |
| The post holder will provide strategic public health leadership and advice within the following areas:* National planning: the post holder will contribute to national ARHAI planning of programme work within NHS Scotland Assure part of NHS S Assure within NHS National Services Scotland.
* Quality improvement: the post holder will provide microbiology and infection prevention expertise into quality improvement work within the nationally commissioned specialist care areas and clinical networks.
* Clinical leader in national response to incidents and outbreaks.
* Clinical leader in national programmes.

In addition, the post holder will provide general advice to NHS S Assure as required, for example in relation to information requests, parliamentary questions, clinical coding, media enquiries and research projects. The post holder will engage with a wide range of relevant strategic partners and stakeholders within their areas of responsibility and will have the opportunity to develop interests in relevant research and teaching.  |
| **4. ORGANISATION CHART**NHS S Assure Medical DirectorDirector of NHS Scotland Assure |
| NHS Scotland Assure Clinical LeadConsultant Healthcare ScientistNurse Consultant Infection Control x5Nurse Consultant EpidemiologyPrincipal PharmacistNurse Manager Infection, Prevention & ControlConsultant in Microbiology / Infection Control DoctorConsultant in Microbiology |
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| **5. ROLE OF THE DEPARTMENT** |
| NHS Scotland Assure is a new service within NSS bringing together the experience and knowledge of Health Facilities Scotland (HFS) and Antimicrobial Resistance and Healthcare Associated Infection (ARHAI) Scotland along with new enhanced services. NHS Scotland Assure aims to improve the management of risk in the healthcare environment across Scotland. In helping to improve healthcare environments, NHS Scotland Assure strengthens clinical outcome-focused relationships, and by ensuring risk is minimised in our healthcare buildings and environments, protects patients from the risk of infection.NSS is the working name of the Common Services Agency and as a Non-Departmental Public Body (NDPB) is designed and enabled to provide a range of support services to Health Boards, Health and Social Care Integrated Joint Boards and across the wider Scottish Public Sector. PCF SBU activities are managed within the overall governance of NSS. A significant level of NHS S Assure activity is commissioned directly by Scottish Government or on behalf of NHS Boards in Scotland. |
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| **6. KEY RESULT AREAS** |
| The post holder will be responsible for one or more key results areas to be specified by mutual agreement dependent on their skills, experience and interests. These include the following:**NATIONAL PLANNING*** provide microbiology, infection control and antimicrobial expertise to national planning functions with NHS S Assure;
* provide leadership to drive forward improvement in the national planning of services for Scotland;
* ensure the planning of services that deliver safe, high quality care and good patient experience consistent with evidence of effectiveness and population need;
* lead microbiology, infection control and antimicrobial focussed communication with clinicians and managers in the planning of services;
* contribute to the evidence assessment and prioritisation processes including evidence appraisal groups;
* contribute to the wider work of NSS, including the development of its clinical strategy.

**SPECIALIST CARE AND NATIONAL NETWORKS*** contribute to engagement with doctors, nurses, biomedical scientists, AHP’s, clinical care teams, and Scottish Government;
* contribute to quality improvement work within NHS Scotland Assure clinical work plan.

**GENERAL*** provide expert medical microbiology and infection prevention on answering information requests from stakeholders, including the Scottish Government, NHS Scotland, the press and the public;
* provide microbiology and infection prevention advice to the National Procurement and NHS Scotland Assure teams;
* foster links with other colleagues working in similar organisations in other parts of the UK;
* provide expert medical and public health advice to policy makers in Scottish Government and NHS Boards in the interpretation and use of information and intelligence;
* promote the work of NHS S Assure at conferences, seminars and workshops, both nationally and internationally, via presentations and lectures etc.;
* contribute to the training of professionals attached to NHS S Assure (including acting as an attachment supervisor for trainees as opportunities arise);
* participate in consultant appraisal, audit and appraisal of any staff for which the post-holder is responsible;
* ensure adequate involvement in a programme of CPD and undertake revalidation or other measures required to retain professional registration;
* assist NSS in carrying out other appropriate duties agreed with line manager as part of the annual Job Planning process;
* there are no on call duties associated with this post.
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| **7. ASSIGNMENT AND REVIEW OF WORK** |
| The post holder will be managerially responsible to the NHS Scotland Assure Clinical Lead and professionally accountable to the Medical Director in NHS S Assure. The post-holder’s work will be subject to annual appraisal under the NHS consultant appraisal scheme. Working with the Clinical Lead and NHS S Assure Medical Director, the post holder will develop an annual job plan. The objectives will be aligned to the business and strategic objectives of PCF in their areas of responsibility and with the Personal Development Plan arising from their appraisal and agreed by their line manager. |
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| **8. COMMUNICATIONS AND WORKING RELATIONSHIPS** |
| The post holder will report to the NHS Scotland Assure Clinical Lead. The post holder will liaise with colleagues from other disciplines and clinical groups – they may also be required to carry out duties in other teams or other areas of the organisation if required. The post holder will also play a major part in continuing the close working relationships between NHS S Assure and the range of stakeholders previously set out in section 6.The post holder will be expected to communicate effectively with staff at all levels within stakeholder organisations on sometimes contentious issues and will require to adapt the complexity of information presented as necessary. The post holder will be required to communicate effectively with policy makers, NHS staff, researchers and the media as required and provide complex information/ intelligence on a wide range of medical and public health issues at a level appropriate to the audience. Sometimes this will need to be done within short timescales.The post holder will represent NSS, providing expert medical microbiology and infection prevention leadership in information and intelligence in a number of arenas and networks, including attendance at meetings, seminars and conferences at local, national and international levels. This might involve engagement with and briefings of senior Scottish Government and NHS officials and occasionally, Scottish Ministers.The post holder may be expected to lead multi-disciplinary and multi-agency groups charged with co-ordinating the delivery and assessment of major national programmes or projects. This will entail effective chairing, robust decision making and clear reporting for accountability purposes.The post holder will undertake public engagement and knowledge exchange activities pertinent to ensuring impact of his/her research. Relevant stakeholders are likely to include the NHS health boards, clinicians, the voluntary sector and local/national government. |
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| **9. MOST CHALLENGING PART OF THE JOB**  |
| Maintaining consistently high standards in assessing, interpreting and communicating information and intelligence and in providing expert advice in a way that meets the needs of stakeholders. Exercising expert judgement in a consistent, clear and understandable way in relation to assessing complex information governance risks. Communicating decisions to stakeholders, who may be sceptical about the decision. Being adaptable and flexible in responding to competing demands and priorities in a rapidly changing professional and organisational environment. Demonstrating leadership when faced with significant professional and organisational challenges. |
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| **10. SYSTEMS** |
| The post holder will be expected to utilise standard packages such as Microsoft Office and have or rapidly develop an understanding of packages used for the interrogation, extraction, manipulation and presentation of data.The post holder will be expected to have completed/complete information governance training. |
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| **11. WORKING ENVIRONMENT AND EFFORT** |
| **Physical Effort**The position is desk based, in an office/ open plan environment or at home, with the requirement to sit at, read from or input into a PC for the majority of the day. As part of their role the post-holder is required to travel within Scotland but may occasionally be required to travel elsewhere in the UK or abroad. **Mental Effort**Frequent requirement for intense concentration (e.g. report-writing, undertaking literature reviews or complex statistical analyses), as well as the ability to change activity on request. Expected to meet demands at short notice whilst also providing leadership to others.**Emotional Effort**The post requires an ability to cope with the demands associated with rapidly changing priorities, expectations of an immediate response and dealing with issues which can attain high public and political profiles. |
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| **12. ENVIRONMENTAL / WORKING CONDITIONS & MACHINERY AND EQUIPMENT** |
| Hybrid working, home/ office / open-plan office setting. Requirement to use Visual Display Unit equipment for long periods. Requirement to use printers, photocopiers and scanners while in the office. |
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| **13. QUALIFICATIONS AND/OR EXPERIENCE SPECIFIED FOR THE POST** |
| **Qualifications/experience*** The post holder must be registered on the Specialist Register of the General Medical Council in Medical Microbiology or other relevant specialty;
* the post-holder should preferably have a post-graduate qualification in Infection control or public health;
* the post-holder should have substantial experience of infection control practice within the UK NHS or in broadly equivalent roles;
* the post-holder should have experience of working in multidisciplinary teams;
* the post-holder should have practical experience of facilitating change in clinical practice;
* the post-holder should have substantial experience of the areas set out above in the job plan.

**Knowledge & Understanding*** Knowledge of the working of the NHS in the UK;
* understanding of epidemiology and statistics, microbiology practice, infection prevention & control, health promotion, health economics and health care evaluation;
* understanding of the wider social and political environment of health and health care;
* awareness of the social and political environment within which NHS Scotland Assure operates;
* understanding of the NHS in Scotland, especially its microbiology and infection prevention and those related to information and intelligence;
* ability to communicate the clinical interpretation of information and intelligence in a way that is clear to medical and non-medical colleagues;
* ability to communicate information and intelligence to colleagues, policy makers, the NHS, the media and the public clearly and accurately through both verbal and written routes;
* commitment to Continuous Professional Development.
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