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**Clinical Teaching Fellow (ST equivalent)**

**in Healthcare Improvement**

**Applicant Information**





**Welcome from the Recruitment Team**

Welcome to NHS Tayside

Thank you for your interest in working for NHS Tayside and we hope you are encouraged to apply for one of the many excellent employment opportunities we currently have on offer.

If you are new to making an application to NHS Tayside we ask you to take the time to read through this information to learn more about us. We have also included links you may wish to read.

NHS Tayside follows a fair and consistent recruitment and selection process to ensure recruitment decisions are based on candidate skills, knowledge, experience and qualifications. To ensure fairness to all applicants, decisions to shortlist you for interview will be based solely on the information you supply within your application. Therefore, it is important that you complete all sections of the application with as much information as possible.

If you have a disability or long-term health condition, the Board is committed to offering reasonable adjustments throughout the recruitment process and employment. If you require further information or support please contact the Recruitment Team.

If this is the first time you have applied for an NHS Tayside vacancy via our eRecruitment system (Jobtrain), you will be asked to create an account. Please make sure the email address submitted is correct as this will be our primary method of contact during each stage of the recruitment process. You will receive emails from our eRecruitment system throughout the process, you can reply to these and they will be received by our Medical Recruitment Team. Please ensure you check the email account, including junk/spam folders regularly.

We look forward to hearing from you and wish you success with your application.

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Lunan Bay, near Montrose: Visit Scotland / Paul Tomkins Cairngorm Ski Resort: Visit Scotland / Kenny Lam

**SECTION 1: ADVERTISEMENT**

**NHS Tayside: Directorate of Medical Education**

**We have an exciting opportunity available in one of the**

**UK’s most up and coming and rapidly developing cities.**

**NHS Tayside seeks to appoint a**

**Clinical Teaching Fellow (ST Equivalent) in:**

**Healthcare Improvement**

**Full Time**

**40 Hours per week**

The post holder must (at the time of commencement of employment) have full registration with the GMC and a license to practice. Applicants will also at time of appointment have recently completed a UK based Foundation Programme or have evidence of equivalent foundation competencies.

Applications will be considered from those wishing to work less than full time.

Informal enquiries can be made to: [TAY.medical-education@nhs.scot](#)

We are a Skilled Worker visa sponsorship employer and as such, welcome applications from international candidates. Further information can be found at [https://www.gov.uk/skilled-worker-visa](#)

Short-listed applicants will be contacted by email.   Please check your emails regularly, including your junk/spam folder.

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.

Please note there are other Clinical Teaching Fellow posts being advertised for:

* Acute Medical Unit NWs
* General Medicine PRI
* Orthopaedics
* Palliative Care
* Psychiatry
* ScotGEM
* Surgical Specialities
* Vascular Surgery

**SECTION 2: LIVING IN TAYSIDE**

Perth on a friendly community scale, and easy access to some of the most stunning countryside in Scotland. Set on the spectacular Tay Estuary, Dundee, the principal city in Tayside and the sunniest city in Scotland, sits in a landscape of wild beaches, rolling gold courses, quaint coastal villages and beyond them Scotland’s famous mountains and glens – providing a range of lifestyle choices and house prices unbeaten by other Scottish cities.

The salaries of employees in Dundee currently go further on the property ladder than in most of UK cities. The range of properties within commuting distance to Dundee covers a wide spectrum – from rambling country houses and seaside cottages to handsome town villas and sleek city quay apartments. Dundee has put enormous effort into the redevelopment of the city centre and its stunning waterfront along the Tay is now being developed.

Dundee is conveniently located within easy reach of three other large cities in Scotland – Edinburgh, Glasgow and Aberdeen and within a 90 minute drive from 90% of Scotland’s population. There are excellent road, rail and bus links to all 3 cities and London is six hours by rail and just over an hour by air from Dundee airport, flying direct to London City Airport. Excellent shopping sits side-by-side with a vibrant cultural quarter – home to Scotland’s award-winning Dundee Rep Theatre and the highly acclaimed Dundee Contemporary Arts which has become a lively social hub and film house as well as a champion of leady edge arts. Scotland’s first design museum, The V&A Museum of Design, opened in 2019 as part of significant ongoing investment and redevelopment of Dundee waterfront including the forthcoming development of the Eden Project, Dundee.

Further information about these areas can be found by clicking these links

[Dundee](#) [Angus](#) [Perth & Kinross](#) [Fife](#) [Scotland](#)

Tay Rail Bridge see from The Law: Visit Scotland / Kenny Lam St Andrews Castle: Visit Scotland / Kenny Lam

**SECTION 3: NHS TAYSIDE**

This post offers the opportunity to live and work in the Tayside region of central Scotland, widely regarded as one of the most scenic areas in the UK with a high quality of life. NHS Tayside is the 4th largest board in Scotland led by our Chief Executive, Professor Grant Archibald, our Medical Director, Dr Pamela Johnston and our Executive Director of Nursing, Claire Pearce.

Our NHS Tayside Vision

“Everyone has the best care experience possible”

Our NHS Tayside Aim

To be the best at getting better

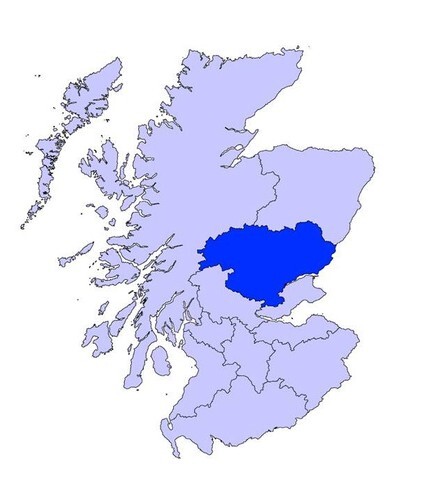
Our NHS Tayside Values

Care and Compassion

Dignity and Respect

Openness, Honesty and Responsibility

Quality and Teamwork

Tayside covers a wide area and three local councils (Perth & Kinross, Angus and Dundee City) and patients from North Fife also access services in Tayside. There are joint services between NHS Tayside and NHS Fife including ENT, Vascular Surgery and Interventional Radiology.

The approximate populations are:

* Tayside Population 410,000
  + Angus 116,000
  + Dundee 149,000
  + Perth and Kinross 148,000
* North East Fife 74,000

Ranked 1st in the UK for Medicine in the Complete University Guide 2021 and the Guardian University Guide 2021, the University of Dundee Medical School is integrated into the Ninewells Hospital campus and has an international reputation for excellence in teaching and high impact clinical research placing it amongst the best places in the world to study and to practice medicine.

There are two hospitals which admit acute general medical patients and provide in-patient services; Ninewells Hospital, Dundee and Perth Royal Infirmary. The hospitals are 20 miles apart and there is a direct bus service to facilitate travel. There are a number of intermediate care hospitals in Angus and Perth & Kinross which also provide out-patient services. Ninewells Hospital and Medical School is a large teaching hospital for the University of Dundee, and houses most medical and surgical disciplines with supporting laboratory services. Stracathro Hospital has been developed as an outpatient diagnostic and treatment centre.

Further information about NHS Tayside can be found at [https://www.nhstayside.scot.nhs.uk/](#)

If you are thinking about joining us from overseas, further information can be found at [https://www.scotland.org/work/career-opportunities/healthcare](#)

**What we can offer you**

Working with NHS Tayside offers a variety of opportunities and benefits:

* Access to the NHS pension scheme
* Assistance relocating to Tayside
* NHS Tayside is an equal opportunities employer and promotes work-life balance and family-friendly policies
* A beautiful setting to live and work and to take time out after a busy day or week
* A wide range of affordable housing and some of the best schools in Scotland
* Access to a transport network offering easy travel links to the rest of the UK
* Offers and discounts through [https://www.nhsstaffbenefits.co.uk/](#) and [https://www.bluelightcard.co.uk/](#)
* Access to corporate passes and staff lottery through Tayside TREATS
* Supportive staff health and wellbeing services
* On-site accommodation



**SECTION 4: SPECIALITY / DEPARTMENT SERVICES IN TAYSIDE**

**Healthcare Improvement.** The undergraduate Healthcare Improvement team is an innovative, creative multiprofessional team that delivers high quality undergraduate Healthcare Improvement teaching within the School of Medicine. Healthcare Improvement encompasses a wide range of areas including: Realistic Medicine, Sustainable Healthcare, Design thinking, Community Engagement, Health Inequalities, Leadership, Patient Safety, Quality Improvement and Human factors.  The team members  work closely with multiple NHS Tayside teams, GP teams and a wide range of charities and organisations supporting students to learn and apply improvement and design methods to key priority areas to improve the health and wellbeing of the people of Tayside

**SECTION 5: MAIN DUTIES AND RESPONSIBILITIES**

* Contributing to undergraduate teaching (as per post/speciality appointed to)
* Work in collaboration with the departmental teaching team (I.e. Teaching/Specialty Leads) in the provision of undergraduate teaching
* Take part in supervised clinical activity in out-patients, operating theatres and wards.
* Work in conjunction with appropriate allied specialties
* Complete the Postgraduate Certificate in Medical Education at the University of Dundee
* Participating in the Health Board’s Clinical Governance processes

The weekly timetable will be flexible. It is expected that the successful candidate will spend 80% of their week preparing teaching material and delivering teaching to undergraduate medical students. Some of this time may also be used in the completion of the PGCertMedEd. 20% of the post will be clinical time in the chosen speciality. At times there may be greater or less requirement for undergraduate teaching input.

**Direct Clinical Care:**

As per post appointed to

**Out of Hours**

This post does not attract any on-call duties

**Teaching and Training**

The appointee is expected to participate in teaching and training of medical students.

**Study & Training**

Limited study leave may be provided in order to complete the PGCertMedEd or other postgraduate meetings or courses. No additional funding is available for course fees or associated costs of attending other educational events.

**SECTION 6: PERSON SPECIFICIATION**

|  |  |  |
| --- | --- | --- |
| **CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| **EXPERIENCE:** | * Medical Degree * Current full GMC Registration and a Licence to Practice * Completion of foundation competencies | Experience in delivery of teaching  Experience in creation of teaching resources  An interest in a career of the above named specialities (where applicable) |
| **QUALIFICATIONS:**  (Training; Research; Publications) | * MBChB * Applicants must have demonstrable skills in written and spoken English, adequate to enable effective communication about medical topics with patients and colleagues as assessed by the General Medical Council | Teaching qualification |
| **KNOWLEDGE & SKILLS:** | * Enthusiasm for teaching * Desire to develop new teaching materials * Evidence | Evidence of teaching experience with feedback on teaching delivered  Evidence of creation of teaching materials  Awareness of the Dundee MBChB/ScotGEM curricula structures |
| **PERSONAL QUALITIES:** | * Ability to work well within a team * Ability to be creative in producing new teaching materials and reviewing existing teaching resources * Enthusiasm for delivery of teaching * Enthusiasm for supporting learners | Leadership in development of teaching |
| **OTHER:** | * Ability to travel across Tayside |  |

**SECTION 7: FURTHER INFORMATION / CONTACT DETAILS**

Informal enquiries and visits are strongly encouraged and should initially be made to:

[TAY.medical-education@nhs.scot](#)

**Application Process:**

To apply for this post please complete the application via [https://apply.jobs.scot.nhs.uk/](#). NHS Scotland does not accept CV’s in addition to/instead of a completed application form. Your CV will not be provided to the interview panel for shortlisting. NHS Tayside is unable to accept written applications; all applications must be submitted via eRecruitment system, jobtrain.

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

**Regulatory Body: General Medical Council & General Dental Council:** In the UK, the General Medical Council (GMC) and the General Dental Council (GDC) are the public bodies that maintain the official register of medical and dental practitioners within the United Kingdom. Their chief responsibility is to “protect, promote and maintain the health and safety of the public” by controlling entry to the register, and suspending or removing members when necessary. It also sets the standards for medical schools in the UK. To practice medicine and dentistry in Scotland, you must have a valid GMC/GDC Registration with a Licence to Practice – this is known as Full Registration. To find out more visit the [GMC website](#).

We are a Skilled Worker visa sponsorship employer and as such, welcome applications from international candidates. Further information can be found at [https://www.gov.uk/skilled-worker-visa](#)

NHS Tayside is proud to be a Disability Confident Employer and is committed to the employment and career development of people with disabilities and will interview applicants who consider themselves to have a disability and who meet the ‘minimum criteria’ for a job vacancy. A request under the ‘Job Interview Guarantee’does not guarantee a job. It allows the opportunity to apply for a vacancy and be interviewed.

**SECTION 8: TERMS AND CONDITIONS OF EMPLOYMENT**

This appointment is offered on the terms and conditions of service in accordance with the Hospital Medical & Dental Staff (Scotland) and current General Whitley Council. Further information can be found here [https://www.msg.scot.nhs.uk/pay/medical](#)

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| **JOB TITLE** | Clinical Fellow St Equivalent |
| **TYPE OF CONTRACT** | Fixed Term one year |
| **Hours of work** | 40 hours per week full time |
| **Location** | You may be required to work at any of NHS Tayside sites as part of your role. |
| **Salary** | £36,472 to £57,349 per annum (pro rata if applicable)  Placing on the salary scale will be on the minimum point unless the successful applicant has previous experience in a NHS Clinical Fellow ST post or previous non-NHS experience equivalent to that gained in a NHS Clinical Fellow ST post.  Salary is paid monthly by Bank Credit Transfer into a UK bank account |
| **Leave** | You are entitled to 28 days annual leave with full pay each year, plus 8 statutory holidays. For part-time staff, this will be calculated on a pro-rata basis based on the days and/or hours worked each week. Your annual leave will rise to 33 days on reaching the 3rd incremental point. |
| **References** | Jobs are offered following receipt of two satisfactory written references. At least one reference must be from your current/most recent employer. |
| **Occupational Health Check** | All appointments will be made subject to the receipt of a satisfactory Pre-Employment Occupational Health Check |
| **Superannuation** | New entrants to NHS Tayside who are aged over sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme. Should you choose to “opt out” arrangements can be made to do this via [https://pensions.gov.scot/nhs](#) |
| **General Provisions** | You will be expected to work with local managers and professional colleagues in the efficient running of services and will share with colleagues in the medical contribution to management. Subject to the provision of the Terms and Conditions, you are expected to observe the organisation’s agreed policies and procedures and to follow the standing orders and financial instruction of NHS Tayside, in particular, where you manage employees of the organisation, you will be expected to follow the local and national employment and personnel policies and procedures. You will be expected to make sure that there are adequate arrangements for hospital staff involved in the care of your patients to be able to contact you when necessary. |
| **Removal Expenses** | Assistance with removal and associated expenses may be awarded |
| **Tobacco Policy** | NHS Tayside operates a No Smoking Policy in all premises and grounds |
| **Disclosure Scotland** | This post is considered to be in the category of “Regulated Work” and therefore requires a Disclosure Scotland Protection of Vulnerable Groups Scheme (PVG) Membership |
| **Confirmation of Eligibility to work in the UK** | NHS Tayside has a legal obligation to ensure that it’s employees, both EEA and non EEA nationals, are legally entitled to work in the United Kingdon. Before any person can commence employment with NHS Tayside 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 right to work in the UK has been verified. |
| **Rehabilitation of Offenders Act 1974** | 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 $ 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 Tayside. Any information given will be completely confidential. |
| **Medical Negligence** | In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board indemnity will cover only Health Board responsibilities. Paragraph 63 of the General Medical Council’s Good Medical Practice requires you to have the adequate insurance or indemnity cover. You may wish to consider taking out additional medical indemnity e.g with a Medical Defence Organisation to ensure that you have indemnity for the whole of your practice. |
| **HEALTH AND SAFETY** | All employees have a responsibility for their own health & safety and the health & safety of others who may be affected by what they do. Employees also have a duty to co-operate with their employer by following NHS Tayside policies and procedures and safe systems of work; by using equipment safely and by bringing any shortcomings in health and safety arrangements to the attention of their employer. Where something is provided in the interests of health & safety employees must not interfere or misuse it. All employees have a legal responsibility to report any shortcomings in terms of this in their area. Managers and supervisors have a responsibility for monitoring health & safety arrangements and ensuring staff are following policies and procedures and safe systems of work. |
| **MONITORING OF WORKING PATTERNS** | You are required to work with your employer to identify appropriate working arrangements or other organisational changes in working practices in line with the requirements of the European Working Time Regulations and the New Deal and to comply with reasonable changes following such discussion. |
| **Notice** | Employment is subject to three months’ notice on either side, subject to appeal against dismissal |
| **Social Media Policy** | You are required to adhere to NHS Tayside’s Social Media policy, which highlights the importance of confidentiality, professionalism and the acceptable behaviours when using social media. It sets out the organisation’s expectation to safeguard staff in their use of social media |
| **Responsibility for Records Management** | All records created in the course of the business of NHS Tayside are corporate records and are public records under the terms of the Public Records (Scotland) Act 2011. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS Tayside and manage those records in keeping with the NHS Tayside Records Management Policy and with any guidance produced by NHS Tayside specific to your employment. |

Ninewells Hospital Perth Royal Infirmary