**JOB DESCRIPTION**

**NATIONAL SERVICES SCOTLAND (NSS)**

Scottish National Blood Transfusion Service (SNBTS)

1. **Job Details**

Job Title: Specialist Doctor Transfusion Medicine:

Employer: NHS NSS

Location: 1. North-East Scotland Regional Transfusion Centre, Aberdeen Royal Infirmary, Foresterhill Road, Aberdeen AB25 2ZW.

2. Inverness Blood Transfusion Centre, Raigmore Hospital, Inverness IV2 3UJ.

Immediate Senior Officer: Professor Mark Vickers

Hours: 32 hours per week.

1. **Entry Requirements**

* Full registration with the GMC with licence to practice
* Minimum of ten years’ medical work (either continuous period or in aggregate) since obtaining a primary medical qualification of which a minimum of six years should have been in a relevant specialty (haematology especially blood transfusion) in the Specialty Doctor and/or closed SAS grades. Equivalent years’ experience in a relevant specialty from other medical grades including from overseas will also be accepted.
* Shall meet the criteria set out in the Specialist grade generic capabilities framework (https://www.nhsconfed.org/system/files/2021-06/Paper-2-Specialist-Grade-Generic-Capabilities-Framework-010221.pdf)
* Flexibility to travel to off-site meetings, course and training events is expected.

1. **SNBTS**

The Scottish National Blood Transfusion Service (SNBTS) is a division of NHS National Services Scotland (NSS). Accountable to the Scottish Government, NSS works at the very heart of the health service, providing national support services and expert advice to NHS Scotland. It also plays an active and crucial role in the delivery of effective healthcare to patients and the public.

SNBTS is the specialist provider of transfusion medicine in Scotland. We collect and supply blood, tissues and cells to hospitals, and provide clinical services to support the patients of NHS Scotland. We work with healthcare communities, hospital clinicians and other healthcare professionals to ensure that the donor's gift is used wisely and effectively for the benefit of patients, and that clinical services are tailored to meet the patient’s needs.

Within SNBTS Patient Services, the Clinical Apheresis Units are responsible for the care of patients undergoing a variety of therapeutic apheresis procedures and healthy donors undergoing stem cell collection. SNBTS Patient Services also provides transfusion and transplantation laboratory services and employs transfusion practitioners who work in the territorial health boards.

1. **Aberdeen & North-East Scotland Blood Transfusion Centre**

The Aberdeen and North-East Scotland Blood Transfusion Centre has responsibility for the laboratory and clinical transfusion medicine services provided out of Aberdeen Royal Infirmary for this hospital and associated hospitals within NHS Grampian, including Dr Gray’s Hospital, Elgin and Woodend Hospital. These include hospital blood banking (provision of blood components, antenatal antibody screening and clinical transfusion advice). Aberdeen Blood Transfusion Centre processes around 36,000 routine blood bank samples per annum, with 12,000 red cells issued on the site. The budget of the Aberdeen and North-East Scotland Blood Transfusion Centre is approximately £1.1 million. The Centre also provides the stem cell (and related) cellular collection service and a range of therapeutic apheresis services for NHS Grampian and NHS Highland.

Support will also be given to the transfusion services for Dr Gray’s Hospital, Elgin, as well as NHS Orkney and NHS Shetland.

Current staffing comprises:-

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| --- | --- |
| Consultant Haematologist (part-time, 5 sessions per week) | Dr Mark Vickers (Therapeutic Apheresis Services, Clinical Transfusion Medicine) |
| Consultant Haematologist (part-time, 7 sessions per week) | Dr Margarita Gonzalez (Therapeutic Apheresis Services, Clinical Transfusion Medicine) |
| Specialist Doctor | This post |
| Occasional Specialist Trainee | North-East of Scotland Haematology Training rotation |
| Regional Head of Service | Marion Mathie |
| Blood Bank Laboratory Manager | Lorraine Jappy |
| Quality Manager | Neil Fraser |
| Transfusion Practitioner | Carla Dawson |
| Laboratory Staff | BMS Band 8a 1.0 WTE |
|  | BMS Band 7 4.0 WTE |
|  | BMS Band 6 8.0 WTE |
|  | BMS Band 3 10.0 WTE |
| Nursing Staff | RCN Band 7 1.0 WTE |
|  | RCN Band 6 2.0 WTE |
| Administrative support | 3.5 WTE |
|  |  |

1. **Inverness Blood Transfusion Centre (Inverness, NHS Highland)**

The Inverness Blood Transfusion Centre, located in Raigmore Hospital in Inverness, has responsibility for the laboratory and clinical transfusion medicine services provided 24/7 out of Raigmore Hospital for this hospital and associated hospitals within NHS Highland. These include hospital blood banking (provision of blood components, antenatal antibody screening and clinical transfusion advice, sampling referral to other centres when appropriate). This centre also provides stock to the Isle of Skye and plans to support the NTC at Inverness. Inverness Blood Transfusion Centre processes around 18,500 routine blood bank samples per annum, with 4,700 red cells issued on the site. This centre does not provide a clinical apheresis service and patient requiring this service are referred to Grampian, Lothian or Glasgow centres.

Current staffing comprises:

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| --- | --- |
| Consultant Haematologist | Dr Margarita Gonzalez (Therapeutic Apheresis Services, Clinical Transfusion Medicine) |
| Consultant Haematologist | Dr Mark Vickers (Therapeutic Apheresis Services, Clinical Transfusion Medicine) |
| Specialist Doctor | This post |
| Regional Head of Service | Suzanne Rae |
| Blood Bank Laboratory Manager | Yvonne Webb |
| Quality Manager | Annie Morrison |
| Transfusion Practitioner | Eleanor Knight |
| Laboratory Staff | BMS Band 7 3.0 WTE |
|  | BMS Band 6 10.0 WTE |
|  | BMS Band 3 3.0 WTE |
| Administrative support | 1.0 WTE |
|  |  |

1. **Duties of the post**
2. *Stem cell collection service*

* Scheduling of patients for stem cell collection in conjunction with Clinical Apheresis Unit nursing team.
* Weekly planning meeting with the transplant programme Clinical, Processing and Quality colleagues to discuss patients who have been referred for stem cell collection.
* Monthly stem cell transplant quality meeting to review performance of programme activity within quality management system.
* Review, medically assess, counsel and consent stem cell donors.
* Approval for a CAR-T cell collection service is anticipated shortly.
* It is likely that an extracorporeal photopheresis service will be offered in the future.

b. *Therapeutic apheresis service*

* Receipt of referrals for elective and emergency therapeutic apheresis procedures.
* Review, medically assess, counsel and consent patients who have been referred for therapeutic apheresis and for extracorporeal photopheresis procedures.
* Devise management plans according to published international therapeutic apheresis guidelines.
* Liaise with referring clinical teams and specialist colleagues to optimise patient’s apheresis episode, including arranging temporary central venous access.
* Liaise with Clinical Apheresis Unit nursing team to schedule patient’s therapeutic apheresis procedures.

c.  *General duties, Therapeutic Apheresis Service*

* Clinical liaison role with the clinical apheresis team, patients and clinicians.
* Investigate and input into any clinical incidents.
* Responsible for day-to-day apheresis-related medical management of patients / donors.
* Manage adverse events arising in apheresis patients.
* Attendance at three monthly STAG meeting (Scottish Therapeutic Apheresis Group).

*It is anticipated that applicants may come from backgrounds with little exposure to therapeutic apheresis. Full training will be provided by the SNBTS consultant haematologists and specialist therapeutic apheresis nurses in the Clinical Apheresis Unit.*

d. *Support for Blood Bank for Aberdeen and North-East Scotland BTS.*

* Liaison role with clinicians for such issues as appropriateness of requests for transfusion and improperly labelled samples.
* Participate in roll out and application of national policies and procedures locally.
* Liaise with local hospitals to assure the efficacy of HLA matched platelets transfused in the region.
* Investigate and input into any clinical or laboratory quality incidents.
* Collaborate with Hospital Transfusion Team members to provide subject matter expertise for the clinical transfusion service.
* Support for Transfusion Team/Practitioner.

e. *Support for Blood Bank for Raigmore and NHS Highland BTS.*

The same duties apply to Inverness BTS as Aberdeen BTS, in agreement with Dr Margarita Gonzalez.

f. *National duties for SNBTS*

* Support for national projects and services as agreed with Professor Mark Vickers and the SNBTS Medical Director.
* It is envisaged that the post-holder will join the national on call service after a suitable period of training.

g. *Supporting Professional Activities*

* Writing, reviewing and updating standard operating procedures and policies relating to the therapeutic apheresis service, hospital blood bank and clinical transfusion service.
* Contribution to department’s activities to maintain regulatory and accreditation compliance (including MHRA, UKAS, JACIE, HTA).
* Attendance at relevant local and national meetings: for example Clinical Apheresis Unit meetings, Hospital Transfusion Team, Hospital Transfusion Committees, Medical and Clinical Scientists meeting.
* Delivery of training to undergraduates, haematology trainees, biomedical scientists and nursing staff.
* Clinical audit and quality improvement activities relating to the clinical apheresis and clinical transfusion services.
* Mandatory training for role.
* Competency assessment for role.
* Participation in CPD and maintenance of an appropriate CPD record.
* Preparation for and participation in appraisal, job planning and revalidation.

1. **Hours of work**

The sample job plan is written for 32 hours, 8PAs, negotiation on hours/days of working will be considered.

It is expected that the majority of duties of this post will require daily on-site working, although working from home is possible for some activities.

In keeping with the Specialist Doctor contract, out-of-hours work is defined as outside the period of 07.00 to 19.00 Monday to Friday, and any time on a Saturday or Sunday (or statutory or public holiday).

Cover for annual and study leave will be coordinated with other medical staff.

It is envisaged that the post-holder will join the national on call service after a suitable period of training. This includes a day-time on-call rota and out of hours on-call rota (1 in 5 with prospective cover). An 8% availability supplement is payable for the out of hours on-call rota.

Sample Job Plan

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| --- | --- | --- | --- | --- |
| DAY |  | TYPE OF WORK | DCC | SPA |
| Monday  09.00-10.00  10.00-13.00  13.00-17.00 |  | On call handover meeting  On site medical cover and duties relating to apheresis care and clinical transfusion service  On site medical cover and duties relating to apheresis care and clinical transfusion service  1 in 4 weeks: Stem cell quality meeting 15.30 | 2 | 0 |
| Tuesday  08.00-09.00  09.00 – 09.30  10.00 – 10.30  10.00 – 11.00  09.30 – 13.00  13.00 17.00 |  | Journal Club (optional)  Stem cell collection planning meeting  Biweekly HLA-matched platelet meeting  Incident meeting (Inverness)  On site medical cover and duties relating to apheresis care and clinical transfusion service  On site medical cover and duties relating to apheresis care and clinical transfusion service | 2 |  |
| Wednesday  09.00 – 13.00  13.00 – 17.00 |  | On site medical cover and duties relating to apheresis care and clinical transfusion service  On site medical cover and duties relating to apheresis care and clinical transfusion service | 2 | 0 |
| Thursday |  |  |  |  |
| Friday  09.00 - 13.00  13.00 – 1700 |  | On site medical cover and duties relating to apheresis care and clinical transfusion service.  Monthly CAU meeting 10.00  Supporting Professional Activities | 1 | 1 |
| Meetings not held at fixed times |  | Patient Services Management, Hospital Transfusion Team, Hospital Transfusion Committee (for both Aberdeen Royal Infirmary and Raigmore Hospital).  HTC/HTT and impromptu meetings for Dr Gray’s, Balfour, Gilbert Bain Hospitals.  National meetings to be defined at later dates. |  |  |

**8. Other facilities**

Office space with relevant IT equipment and full-time administration staff (shared between departmental staff) will be made available.