

**WELCOME TO**

**NHS GREATER GLASGOW AND CLYDE**

**CANDIDATE INFORMATION PACK**

**Title: Consultant in Emergency Medicine**

**Location: Royal Alexandra Hospital**

**Job Reference: 154696**

**Closing Date: 23rd August 2023**

**Interview Date: 4th August 2023**



**Contents**

|  |  |
| --- | --- |
| **Section** |  |
| Section 1 | Summary Information relating to this post |
| Section 2 | Job DescriptionThe Department/Specialty – Facilities, Resources and Activity,  |
| Duties of the postJob Plan and Person Specification |
| Section 3 | General Information |
| Section 4 | Terms and Conditions |
| Section 5 | Making your Application |
| Section 6 | About NHS Greater Glasgow and Clyde |
| Section 7 | Living and Working in the Greater Glasgow and Clyde area |



**Please visit** **https://apply.jobs.scot.nhs.uk** **for further details on how to apply**

**Search for the job reference number quoted above.**

**Please note all applications should be made via our e Recruitment system (Job Train)Section 1: Summary Information Relating to this Post**

**Grade: Consultant**

**Department:**  **Emergency Medicine**

**Location: Royal Alexandra Hospital**

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| **Additional Arrangements for Applicants : Informal enquiries and details of arrangements to visit the department regarding this post will be welcome by:** |
| **Name**  | **Job Title**  | **Email**  |  **Telephone**  |
| **Dr Raghavendra Nayak** | **Clinical Director** | **Raghavendra.Nayak@ggc.scot.nhs.uk** | **0141 314 6775** |
| **Dr Monica Wallace** | **Clinical Lead** | **Monica.wallace@ggc.scot.nhs.uk** | **0141 314 6775** |

We are looking to appoint a full-time Consultant in Emergency Medicine, initially on a 9:1 contract and this post represents an exciting opportunity to join our established team of Consultants in Emergency Medicine, providing senior care and leadership in the Emergency Department. It is expected that the successful applicants will have a high clinical profile with the drive and initiative to achieve and sustain the highest standards of emergency medical care.

The 25 existing Emergency Medicine Consultants within Clyde Directorate are based at the Royal Alexandra Hospital, Paisley.

All Consultants also have clinical commitments to the Emergency Department at Inverclyde Royal Hospital and to the Minor Injury Unit at the Vale of Leven Hospital. The successful applicant will be based at the Royal Alexandra Hospital, supporting the clinical services at the other sites within Clyde.

NHS Greater Glasgow and Clyde encourages applications from all sections of the community. We promote a culture of inclusion across the organisation and are proud of the diverse workforce we have.

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***Right to work in the United Kingdom***

*Anyone from outside of the United Kingdom (UK), excluding from the Republic of Ireland will need permission from**UK Visas and Immigration**(UKVI) to work in the UK and may also need entry clearance before travelling here.  The Home Office (of which UKVI is a part) is responsible for governing the way individuals from outside the UK and Republic of Ireland can work, train or study in the UK.*

*To obtain a visa or entry clearance, you will need to meet certain requirements and demonstrate you have the right the work in the UK via:*

         *the points-based immigration system*

         *the EU settlement scheme*

         *a biometric residence permit*

*A new**points-based immigration system**was introduced in January 2021 with parts of it in place towards the end of 2020. The system provides a route for both European Union and non-European Union nationals to work, train or study in the UK if they meet the eligibility criteria. It applies to everyone from outside of the UK who wishes to live and work here, apart from people from the Republic of Ireland and European Union nationals who were already in the UK by 31 December 2020. European Union nationals in the UK prior to 31 December 2020 should apply to the**EU settlement scheme**.*

*If you are an international Doctor/Dentist from outside of the UK and Republic of Ireland, you can apply for, and take up employment in medical and dental posts that may qualify for sponsorship under a*[*skilled worker visa*](#skilled-workers)*.  A**Health and Care Worker visa**allows health and care professionals to come to or stay in the UK to do an eligible job with the NHS, an NHS supplier or in adult social care.*

***EU settlement scheme***

*Free movement with the European Union (EU) ended on 31 December 2020 and there are new arrangements for EU citizens.*

*The EU settlement scheme provides EU nationals with a route to residency in the UK. EU nationals who arrived in the UK by 11pm on 31 December 2020 have until 30 June 2021 to apply to the**scheme**.  If you are an EU, EEA or Swiss citizen and don't already have temporary or permanent leave to remain, you and your family can apply to the**EU settlement scheme**to continue living in the UK after 30 June 2021. If your application is successful, you will receive either pre-settled status or settled status.*

*EU, EEA or Swiss nationals are strongly encouraged to join the**EU Settlement Scheme**prior to 30th June 2021.  As part of the recruitment process, you will be required to produce proof of your EU Settlement status from 1st July 2021 to demonstrate your Right to Work in the United Kingdom.*

*Existing employees may be asked to provide evidence of their EU Settlement Status from 1st July 2021.*

*Further information:* https://www.gov.uk/settled-status-eu-citizens-families.

Applicants must have full GMC Registration, a license to practise and eligible for inclusion in the GMC Specialist Register. Those trained in the UK should have evidence of higher specialist training leading to CCT or be within 6 months of confirmed entry from the date of interview. CESR (Certificate of Eligibility for Specialist Registration) route doctors are only eligible to apply for a substantive consultant post once CESR is awarded. Non-UK applicants must demonstrate equivalent training.

The job is offered as a full-time post on a 10 PA basis but applications will be considered from those wishing to work less than full-time. Up to 2 EPA’s may be available to undertake additional outpatient and/or procedure sessions or management activity.

Additional Non DCC (up to 2 PA’s in total – Inclusive of 1 core SPA plus 1 additional non DCC can be negotiated and agreed between the successful candidate and Management depending on the time required to support professional activities and the needs of the service.​​​​​​​

All newly qualified Consultants are initially offered a minimum of 1 Core Supporting Professional Activity (SPA) which includes CPD, audit, clinical governance, appraisal, revalidation, job planning and management meetings. This will be reviewed within 6 months (or earlier if required) of appointment and revised upwards if additional responsibilities are agreed.

**For further information regarding NHS Greater Glasgow and Clyde and its hospitals, please visit our website** **www.nhs.ggc.org.uk**

**Section 2:**

**Emergency Medicine in Clyde Sector**

Clyde Sector of the Emergency Care and Medical Directorate, NHSGG&C, manages the emergency care and medical services in the area west of Glasgow along the Clyde estuary. The Royal Alexandra Hospital, Paisley, Inverclyde Royal Hospital, Greenock and the Vale of Leven Hospital, Alexandria are the 3 district general hospitals within the area. These hospitals provide the majority of acute services to the local populations, totalling approximately 400,000.

The Royal Alexandra Hospital (RAH), Paisley and Inverclyde Royal Hospital (IRH), Greenock both have Emergency Departments. Outpatient clinics are run at the Minor Injuries Unit (MIU) at the Vale of Leven Hospital (VOL), Alexandria.

Scot STAR Emergency Medical Retrieval Service (EMRS) exists to support the rural / remote medical services in Scotland. Six of the Clyde Emergency Medicine Consultants currently contribute to the running of the EMRS. This post will not have any direct involvement with this service. In addition the department supports the rural General Practice service of Argyll with telephone advice.

The 23 existing Emergency Medicine Consultants within Clyde Directorate are based at the Royal Alexandra Hospital, Paisley. All Consultants also have clinical commitments to the Emergency Department at Inverclyde Royal Hospital and to the Minor Injury Unit at the Vale of Leven Hospital. The successful applicant will be based at the Royal Alexandra Hospital, supporting the clinical services at the other sites within Clyde.

**General Information**

**Royal Alexandra Hospital, Paisley (RAH)**

The town of Paisley is situated less than 10 miles to the West of Glasgow and 4 miles from Glasgow Airport (average flight time to London Heathrow 1 hour). The Royal Alexandra Hospital provides an extensive range of acute health services to the Renfrew District and beyond, with a population of 220,000 mainly concentrated in and around Paisley.

The Hospital first opened in 1986 and has a current bed complement of 520. There are also facilities on site for General and Geriatric Psychiatry. In any one year the hospital treats nearly 30,000 inpatients, over 103,000 outpatients and day cases, and there are some 2,400 births in the Maternity Unit.

The Emergency Department (ED) is situated in a purpose built area which includes Fracture/Orthopaedic Clinic facilities and a newly repurposed Trauma Assessment Unit (first such unit in Scotland). The Intensive Care Unit is located on the floor directly above the Emergency Department. During 2019, the Department treated 69,283 new attendances.

The ED Consultant team also manage patients in the Head Injury Ward located in the surgical block at RAH and have 6 allocated beds.

The major specialties are General Medicine, General Surgery and Urology, Anaesthetics, Gynaecology, Obstetrics, Ophthalmology, and Orthopaedic Surgery. The Radiology Department with dedicated Emergency X-ray, Ultrasound, MRI and CT Scanner (available 24 hours) – is adjacent to the ED. There is a 24 hour laboratory on-call service for Haematology, Microbiology, Blood Transfusion, and Biochemistry.

The hospital has an active postgraduate education program and has excellent educational facilities including a clinical skills area equipped with a simulator suite.

There is a Helipad in the Hospital grounds with direct access to the main Hospital building.

**Inverclyde Royal Hospital, Greenock (IRH)**

Inverclyde Royal Hospital is a modern, District General Hospital in Greenock with magnificent views over the River Clyde and beyond. The Hospital serves a population of around 125,000 in Inverclyde, Largs, Bute and the Cowal Peninsula. The major specialties within the hospital include General Medicine, General Surgery and Anaesthetics. Out patients services include Vascular Surgery, Urology, Orthopaedic Surgery, Ophthalmology and clinical haematology. There is also a new geriatric assessment unit.

The Emergency Department is situated on the ground floor in a purpose built facility. The department has a varied case load with approximately 30,000 annual attendances in 2021. The department is well supported by the adjacent Radiology department (MRI on site and 24 hour CT scanning) and on-site laboratory facilities. During 2019, the Department treated 33,557 new ED attendances.

The Hospital has an active post-graduate education centre consisting of a well-stocked library, lecture theatre, four seminar rooms and reception area. The lecture theatre has seating for 80 with comprehensive audio-visual facilities.

**Vale of Leven District General Hospital, Alexandria (VOL)**

The Vale of Leven Hospital, Alexandria (19 miles from Paisley and Greenock) is located on the southern shores of Loch Lomond marking the boundary between the urban area of the Central Belt and the peace and tranquillity of the hills and lochs that makes the West of Scotland one of the most beautiful areas in the world.

The Vale of Leven Hospital has 81 beds and serves a population in excess of 80,000, providing general and specialist hospital and mental health facilities for the Dunbartonshire district as well as part of the Argyll and Bute District.

A Nurse-led Minor Injuries Unit is in operation from 9am – 9pm 7 days a week. Telemedicine support for the MIU is provided by the ED Consultants during the hours of operation as well as twice weekly soft tissue returns clinics at the Vale of Leven. A Medical Receiving Unit operates at the hospital 24 hours per day. The combined work load is approximately 16,000 patients per year.

The Primary Medical Care provided within the catchment area of all Hospitals is of an extremely high standard.

All major Regional Specialties are available in Glasgow. These include Interventional Cardiology, Plastic Surgery, Burns Unit, Maxillofacial Surgery, Cardiothoracic Surgery, Vascular Surgery, Neurosurgery and Neurology.

**Current Medical Staffing**

Dr Raghavendra Nayak (Clinical Director) Dr Euan McMillan

Dr Monica Wallace (Clinical Lead RAH) Dr Santosh Bongale

Dr Alasdair Corfield EMRS Dr Victoria McWhinnie

Dr Stephen Hearns EMRS Dr Kirsty Ray

 Dr Gordon McNaughton Dr Alex Turner

Dr David Stoddart (Clinical Lead IRH) EMRS Dr Chris MacDonald

Dr Frank Westerduin EMRS Dr Frances Cameron

 Dr Iain Young Dr Douglas Maxwell EMRS

 Dr Lucy Thomas Dr Zoe Smeed

 Dr Neil Mukherjee Dr Catriona Wallace

Dr Alan Exton Dr Darren Thom

Dr Niall McMahon EMRS Dr Eilidh France

Dr Diane O’Carroll

**Supporting Medical Staff:**

|  |  |
| --- | --- |
| Specialty Doctors | 2 (1.5 WTE) |
| Emergency Medicine Specialty TraineesGPSTFY2Clinical Development Fellows | 88106 |

The above staff work between the Emergency Departments based on the individual departmental workloads.

**Duties of the Post**

**Clinical Commitments**

An integrated on call rota is in place to provide 24 hour Consultant cover for both units. Overnight cover will be on a 1 in 7 rota with prospective cover. The successful candidate will contribute to the on-call on a pro rata basis.

Clinical duties within normal hours will be divided between the RAH and IRH with the majority based at the RAH. Non-clinical duties will be mainly based at RAH. Clinical sessions will involve a combination of Emergency Department work, ward rounds, clinics, teaching and supervision. Consultant ‘Shop floor’ cover is provided at the RAH site Monday – Friday 8am to midnight and Saturday/Sunday 9am to midnight. Successful appointments will allow enhanced cover at Inverclyde Royal Hospital in the out of hours period. The successful candidate will be expected to support and participate in this working pattern.

In addition to the duties outlined below, all Consultants are expected to enthusiastically support and develop the delivery of emergency health care and the 4-hour emergency access target**,** and to expand and enhance the provision of quality training for the Emergency Department staff and other associated disciplines. All Consultants will be encouraged to develop the service in association with the changing practice of Emergency Medicine.

***Clinical duties will include:***

* Reception, resuscitation, diagnosis and initial treatment of all emergencies.
* Appropriate referral of patients to hospital beds, Regional Specialties, Outpatient Clinics, or back to the Community.
* Organisation and supervision of follow-up clinics in the Department/Fracture Clinics.
* Organisation and supervision of patients admitted to the observation beds.
* Organisation and supervision of minor procedures (including the manipulation of fractures and dislocations) in the Emergency Department.
* Planning for major incidents and the management of such with the Emergency Department, including the organisation and supervision of a mobile medical team.

***Audit, Administration and Management duties will include:***

* Organisation of, and involvement in, clinical audit projects.
* Involvement in the administration of the Emergency Department.
* Involvement in the management of the Department and of the Directorate as the need and opportunity arises.
* Participation in clinical governance process

***Teaching duties will include:***

* Clinical teaching of junior medical staff within the Emergency Department.
* Organisation of, and involvement in, formal in-service training of medical staff in the Emergency Department.
* Involvement with Simulation based training
* Resuscitation training for appropriate groups of Hospital staff.
* Participation in training/education events for other Hospital medical staff as appropriate.
* Clinical teaching of medical students and extended training for Ambulance paramedical staff.
* Participation in nurse education programmes.

***Communication responsibilities will include:***

* Effective communication and liaison with all Medical and Service Departments in the Hospital, the Social Work Department, and Hospital management.
* Effective and timeous communication with General Practitioners, including verbal and written communication on cases seen in the department.
* Effective communication with Specialists in other Hospitals.
* Communication with other agencies including the District Nursing Service and the Emergency Services.

In addition to the duties mentioned above, clinical duties at other hospitals administered by the Board may be necessary.

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| **JOB PLAN**  |

A sample 2 week is given below and would be adapted appropriately:

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Monday  | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |  |
| 8-4 RAH(2) | 9-5 IRH(2) |  SPA ( 1 ) in am and Non clinical DCC including Weekly Consultant meeting pm(1) | Second On call 4pm -Midnight(3) |  |  |  | 9 sessions  |
| 9-5 RAH(2) | 9-5 RAH(2) | SPA (1)  |  |  | 9-5 (3) | 9-5(3) | 11 sessions |
|  |  |  |  |  |  |  | 20 sessions over 2 weeks |

**Administration:**

The post holder will undertake the administrative duties associated with the care of his/her patients and the running of the department, clinics and ward patients.

**Professional Development:**

The successful candidate will be fully supported regarding their personal and professional development and will, where required, be given advice, assistance and encouragement to participate in research.

**Quality Improvement**

The successful candidate will be expected to contribute to the departmental QI programme.

**Person Specification**

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|  | **Requirements** | **Essential** | **Desirable** |
| **A** | **Qualifications** Basic Postgraduate | Basic Medical Qualification registered with GMC and a license to practice. GMC Specialist Registrar for Emergency Medicine.  | ATLS, ALS, APLS Instructor |
| **B** | **Ability** ExperienceKnowledge Clinical Skills and Technical Skills | Broad experience of Emergency Medicine Knowledge and experience of Emergency Medicine and allied specialties commensurate with completion of specialist training Assessment and examination of undifferentiated patients including resuscitation, investigation, management and interpretation of results. | Evidence of innovative service developments. |
| **C** | **Motivation** | Self-motivating and enthusiastic. Teaching experience and initiative. | Able to motivate others |
| **D** | **Personality** | Effective interpersonal skills. Able to establish good relations with colleagues and able to work within a multidisciplinary teamFlexibility to respond to changing service needs |  |
| **E** | **Audit****Research** | Evidence of active involvement in relevant clinical audit/QI | Research experience. Postgraduate Degree/ Evidence of research publications |
| **F** | **Management ability** | Willingness and ability to participate in hospital management and to accept ethos of management. Capable of self-reflection. Possession of negotiating skills. Experience of management within the NHS. Well organised and ability to combine clinical and management roles effectively |  |

**Section 3:**

**Informal Enquiries and visits:** Canvassing in connection with appointments is not permitted but this does not debar candidates who wish to visit the department/hospital(s) concerned. Details of Arrangements for Applicants to Visit the Department/Hospital(s) or to discuss the post(s). In the first instance, please contact:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name**  | **Job Title**  | **Email**  | **Telephone**  |
| **Dr Raghavendra Nayak** | **Clinical Director** | **Raghavendra.Nayak@ggc.scot.nhs.uk** | **0141 314 6601** |
| **Mrs Stephanie Leca** | **General Manager** | **Stephanie.Leca@ggc.scot.nhs.uk** | **07816998700** |

**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 Registration with a Licence to Practice or a GDC Registration. To find out more about the main types of registration which allow doctors to work in different posts. Please click here **https://careers.nhs.scot/careers/find-your-career/international-recruitment/regulatory-bodies**

For medical consultant posts the post holder on commencement of the post must have full registration with the General Medical Council (GMC a licence to practice and be eligible for inclusion in the GMC Specialist Register. Those applicants trained in the UK should have evidence of higher specialist training leading to Certificate of Completion of Training (CCT) or be within 6 months of confirmed entry from the date of interview. Non UK applicants must demonstrate equivalent training.

If you are unsure of your eligibility to join the Specialty Register then find out more at:-

**https://www.gmc-uk.org/registration-and-licensing/the-medical-register/a-guide-to-the-medical-register/specialist-and-gp-application-types**

Additional information for dental appointments

The GDC issues **Full Registration** and **Temporary Registration**.

* Temporary registration can be issued to allow a dentist to practise dentistry only in selected supervised posts for training, teaching or research purposes.  Temporary registrations are granted for 6 months at a time, up to a maximum of 5 years.
* Full registration allows a dentist to practice dentistry in the UK without restriction.

In addition to full registration, dentists can also *choose* to be included on the **Specialist List.**

* The specialist lists are lists of registered dentists who meet certain conditions and are entitled to use a specialist title. They do not *have* to join a specialist list to practise any particular specialty, but they can only use the title 'specialist' if they are on the list. For more information on please visit **https://www.gdc-uk.org/**

***Right to work in the United Kingdom***

*Anyone from outside of the United Kingdom (UK), excluding from the Republic of Ireland will need permission from UK Visas and Immigration (UKVI) to work in the UK and may also need entry clearance before travelling here.  The Home Office (of which UKVI is a part) is responsible for governing the way individuals from outside the UK and Republic of Ireland can work, train or study in the UK.*

*To obtain a visa or entry clearance, you will need to meet certain requirements and demonstrate you have the right the work in the UK via:*

* *the points-based immigration system*
* *the EU settlement scheme*
* *a biometric residence permit*

*A new points-based immigration system was introduced in January 2021 with parts of it in place towards the end of 2020. The system provides a route for both European Union and non-European Union nationals to work, train or study in the UK if they meet the eligibility criteria. It applies to everyone from outside of the UK who wishes to live and work here, apart from people from the Republic of Ireland and European Union nationals who were already in the UK by 31 December 2020. European Union nationals in the UK prior to 31 December 2020 should apply to the EU settlement scheme.*

*If you are an international Doctor/Dentist from outside of the UK and Republic of Ireland, you can apply for, and take up employment in medical and dental posts that may qualify for sponsorship under a skilled worker visa.  A Health and Care Worker visa allows health and care professionals to come to or stay in the UK to do an eligible job with the NHS, an NHS supplier or in adult social care.*

***EU settlement scheme***

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*The EU settlement scheme provides EU nationals with a route to residency in the UK. EU nationals who arrived in the UK by 11pm on 31 December 2020 have until 30 June 2021 to apply to the scheme.  If you are an EU, EEA or Swiss citizen and don't already have temporary or permanent leave to remain, you and your family can apply to the EU settlement scheme to continue living in the UK after 30 June 2021. If your application is successful, you will receive either pre-settled status or settled status.*

In addition to the above, all appointments will be made subject to the receipt of satisfactory Pre Employment Checks including: Disclosure Scotland Criminal Records Check / Membership of the Protection of Vulnerable Groups ( PVG) &where applicable evidence of overseas criminal records check, Occupational Health Check, References (all jobs are only offered following receipt of satisfactory references, covering a minimum of a 3 year period), Qualifications, Identity and Right to Work in the UK checks, Fitness to Practice & Revalidation.

**Data Protection Legislation**

The information supplied by your application will only be processed by authorised NHS Greater Glasgow and Clyde personnel involved in relevant stages of the recruitment process. Applications submitted via the online NHS Scotland Application form will be imported into the NHS Greater Glasgow and Clyde recruitment system. The information you provide will be retained by NHS Greater Glasgow and Clyde  and will be used for the purpose of  processing your application and for statistical and audit purposes.  NHS Greater Glasgow and Clyde will process the information for the stated purposes in regards your application for employment. If your application is unsuccessful your information will be retained securely for 12 months from the completion of the recruitment process and then confidentially destroyed.

**Section 4:**

**Consultant Appointment**

**Terms and Conditions**

Terms and Conditions of Service are those determined by the Terms and Conditions of the New Consultant Grade (Scotland) as amended from time to time. For an overview of the terms and conditions visit**http://www.msg.scot.nhs.uk/pay/medical**

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| **TYPE OF CONTRACT** | **Permanent** |
| **GRADE AND SALARY** | **Consultant** The whole-time salary will be a starting salary of:- £91,474 - £121,548 per annum (pro rata if applicable) Progression of salary is related to experience. New Entrants to the NHS will normally commence on the minimum point of the salary scale, (dependent on qualifications and experience). Salary is paid monthly by Bank Credit Transfer. |
| **HOURS OF WORK**  | **Full-Time**  |
| **SUPERANNUATION** | New entrants to NHS Greater Glasgow and Clyde who are aged 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: www.sppa.gov.uk  |
| **REMOVAL EXPENSES** | Assistance with removal and associated expenses may be given and would be discussed and agreed prior to appointment.  |
| **EXPENSES OF CANDIDATES FOR APPOINTMENT** | Candidates who are requested to attend an interview will be given assistance with appropriate travelling expenses. Re-imbursement shall not normally be made to employees who withdraw their application or refuse an offer of appointment. |
| **SMOKEFREE POLICY** | NHS Greater Glasgow and Clyde operate 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 Greater Glasgow and Clyde (NHSGGC) 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 NHSGGC 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. |
| **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 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 Greater Glasgow and Clyde. Any information given will be completely confidential. |
| **DISABLED APPLICANTS** | 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 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. |



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| **FLEXIBLE WORKING**  | NHS Greater Glasgow and Clyde operates flexible staffing arrangements whereby all appointments are to a grade within a department. The duties of an officer may be varied from an initial set of duties to any other set, which are commensurate with the grade of the officer. The enhanced experience resulting from this is considered to be in the best interest of both NHS Greater Glasgow and Clyde and the individual. |
| **EQUAL OPPORTUNITIES** | The postholder will undertake their duties in strict accordance with NHS Greater Glasgow and Clyde’s Equal Opportunities Policy. |
| **NOTICE** | **The employment is subject to 3 months’ notice on either side, subject to appeal against dismissal.** |
| **MEDICAL NEGLIGENCE** | 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. |



**Section 5:**

**Making your Application**

From the 3rd of June 2019 candidate applications for Medical and Dental posts within NHS Greater Glasgow and Clyde (NHSGGC) will only be accepted via the completion of an online application form. NHSGGC utilise a third party recruitment system called JobTrain and when you complete and submit the online application form your submitted application will be imported into JobTrain and any emails will be sent via the JobTrain Recruitment System.

If this is the first time you have applied for an NHSGGC vacancy via our eRecruitment system (JobTrain), you will be asked to create an account. You can do this via an email address or social media 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 member managing the vacancy. Please ensure you check the email account (including junk/spam boxes) from which you apply regularly as we will use this to contact you regarding your application.

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.

Please remember when using the online application system you will time-out after 30 minutes of inactivity. Please regularly save your application.

NHS GGC is unable to accept written applications; all applications must be submitted via eRecruitment system, JobTrain. Please visit **https://apply.jobs.scot.nhs.uk**

**Contact Us**

For any additional information about this post, guidance in completing your application or if you have any personal requirements that will enable you to participate in our recruitment process please contact a member of our NHS Greater Glasgow and Clyde’s Medical and Dental Recruitment team via:

 Tel: +44 (0)141 278 2700 and select Option 1

 Email: nhsggc.recruitment@nhs.scot

Thank you for your interest in NHS Greater Glasgow and Clyde, we look forward to receiving your application.

**Section 6:**

**About NHS Greater Glasgow and Clyde**

NHS Greater Glasgow and Clyde is the largest health board and provider of healthcare in Scotland and one of the largest in the UK. Responsible for the provision and management of the whole range of health services in this area including hospitals and General Practice, NHS Greater Glasgow and Clyde works alongside partnership organisations including local authorities and the voluntary sector.

It serves a population of 1.15 million covering 6 local authority areas which include the city of Glasgow as well as incorporating both urban and rural areas. With a total budget of £3.2 billion and a workforce of around 39,369 staff, NHS Greater Glasgow and Clyde delivers local, regional and national services including acute hospital, primary, mental health and community services.

## Capital Building Modernisation Programme

A major capital building programme of over £1 billion to modernise Glasgow’s acute hospitals has already seen the delivery of the new West of Scotland Cancer Centre, two Ambulatory Care Hospitals at Stobhill and the Victoria as well as a new Laboratory Facility providing Biochemistry, Haematology, Pathology, Genetics and citywide mortuary services based on the South Glasgow Hospitals Campus which was opened in 2012.

**NHS Greater Glasgow and Clyde, Acute Services Division**

NHS Greater Glasgow and Clyde’s Acute Services are delivered currently from three Sectors covering North Glasgow, South Glasgow and Clyde and three Directorates with cross site responsibilities covering Women and Children’s Services, Regional Services and Diagnostics.

The dimensions of the Directorates/Sectors are around:

|  |  |  |
| --- | --- | --- |
| **Sector/Directorate** | **Budget (£m)** | **Staff numbers** |
| South | £353m | 5,116 |
| Regional | £273m | 3,486 |
| North | £193m | 3,397 |
| W&C | £193m | 2,961 |
| Diagnostics | £187m | 2,765 |
| Clyde | £177m | 3,019 |
| Acute corporate | £24m | 49 |
| **TOTAL** | **£1400M** | **20,793** |

NHS Greater Glasgow and Clyde has the largest group of adult acute hospitals in Scotland offering many opportunities to ensure job satisfaction and career development. We provide a wide range of services from community-based care through to the full range of general and specialist hospital services. Close links are enjoyed with all universities in Glasgow and Clyde and our staff makes a significant contribution to both undergraduate and postgraduate teaching across the multidisciplinary spectrum.

In Glasgow north of the river Clyde, there are Glasgow Royal Infirmary, Stobhill Ambulatory Care Hospital, Gartnavel General Hospital (including the Beatson West of Scotland Cancer Centre) and Glasgow Dental Hospital & School. In Glasgow south of the river, there are the Queen Elizabeth University Hospital, the Royal Hospital for Children, the Victoria Hospital Ambulatory Care Hospital and West Glasgow Ambulatory Care Hospital. And within the Clyde area are the Royal Alexandra Hospital in Paisley, Inverclyde Royal Hospital in Greenock and the Vale of Leven District General Hospital in Alexandria.

## Queen Elizabeth University Hospital and Royal Hospital for Children

In 2015, the new Queen Elizabeth University Hospital (QEUH) opened at the old Southern General Hospital site. This is a flagship Scottish Government project and sees the amalgamation of services from the Victoria Infirmary, the Southern General Hospital, and the Western Infirmary.

The new hospital has 1109 patient rooms, a 20 bed Intensive Care Unit and a 39 bed High Dependency Unit. In addition, the new Glasgow paediatric hospital the Royal Hospital for Children is co-located on site and this facility works closely with the recently opened Maternity Hospital.

The Queen Elizabeth Teaching and Learning Centre developed jointly by NHS Greater Glasgow and Clyde and The University of Glasgow, is an investment of £27 million to provide a training environment for the clinical years of the undergraduate medical degree (MBChB), and postgraduate training facilities for medical staff and a large variety of NHS professionals. Three floors of this purpose built centre are dedicated to teaching and learning and are connected to the main QEUH building by a link bridge. For more information visit **https://www.nhsggc.org.uk/patients-and-visitors/main-hospital-sites/queen-elizabeth-university-hospital-campus/teaching-and-learning-centre/about-the-centre/**

The Queen Elizabeth University Hospital is not only the largest hospital campus in Glasgow but one of the most modern and cutting edge locations for medical care in Scotland. The QEUH is expected to be designated a Major Trauma Centre by 2020.

The Royal Hospital for Children (RHC) provides paediatric care for children up to the age of 16. This facility if conjoined with the QEUH.

The Institute of Neurological Sciences (INS). This provides Neurosurgical and Oral Maxillofacial Services, and is on the same campus as the QEUH connected by a link corridor.

Further information is available at **https://www.nhsggc.org.uk/patients-and-visitors/main-hospital-sites/queen-elizabeth-university-hospital-campus/queen-elizabeth-university-hospital-glasgow/queen-elizabeth-university-hospital/**

## Education and Research

In total there are 35 hospitals of different types including 6 teaching hospital sites with additional teaching and research facilities for Medical, Nursing and Allied Health Professionals across Acute Services, which have responsibility for ensuring effective partnerships with 4 universities and local colleges who play a vital role in the education and training of all our health care professionals :

* University of Glasgow
* Glasgow Caledonian University
* University of Strathclyde
* The University of the West of Scotland

We have 35 hospitals of differing types providing a comprehensive range of Acute Hospital, Maternity, Mental Health and Community Care facilities.

We work with our six Health and Social Care Partnerships covering Glasgow City, Renfrewshire, East Renfrewshire, Inverclyde, East Dunbartonshire and West Dunbartonshire .

In addition we are supported by our Board-wide Corporate service’s directorates including Public Health, Estates and Facilities, e-Health, as well as corporate teams in Finance, Planning and Human Resources and Organisational Development and other specialist services.

We are committed to delivering high quality, innovative health and social care that is person-centred. Our ambition is to be a quality-driven organisation that cares about people -patients, their relatives and carers and our staff and is focussed on achieving a healthier life for all.

NHS Greater Glasgow and Clyde provides services through 6000 beds across:

* 9 acute inpatient sites
* The Beatson West of Scotland Cancer Centre
* 61 health centres and clinics
* 10 Mental Health Inpatient sites
* 6 Mental health long stay rehabilitation sites

Our Acute care is provided across NHS Glasgow and Clyde on a range of main sites click here to find out more **https://www.nhsggc.org.uk/locations/hospitals/**

* Beatson West of Scotland Cancer Centre
* Gartnavel General Hospital
* Glasgow Royal Infirmary
* Inverclyde Royal Hospital
* Lightburn Hospital
* Queen Elizabeth University Hospital
* Royal Hospital for Children
* The Institute of Neurological Sciences
* Princess Royal Maternity Hospital
* Royal Alexandra Hospital
* Vale of Leven Hospital

3 Ambulatory care hospitals are located at:

* New Stobhill Hospital
* New Victoria Hospital
* West Glasgow Ambulatory Care Hospital

Each year we deliver around 170,000 emergency medical and 62,000 emergency surgical episodes and 165,000 day cases. We continue to operate one of the busiest A&E/minor injuries units in the UK with 455,000 attendances. We deliver 400,000 new outpatient attendances.

NHS Greater Glasgow and Clyde is responsible for improving the health of our local population and delivering the healthcare it requires. Our purpose is to provide strategic leadership and direction, and ensure the efficient, effective and accountable governance of the local NHS system.

**NHS Greater Glasgow and Clyde Medical Workforce Plans**

The three Workforce Plans focus on Medical and Dental workforce issues and will form part of an overarching plan which will include other elements of the Acute workforce including Nursing and Midwifery, Allied Health Professionals and all other NHS staff groups. For more information on the **Acute Services Medical Workforce Plan**, **Mental Health Services Medical Workforce Plan** and the **Oral Health (Dentist) Workforce Plan** please visit **https://www.nhsggc.org.uk/working-with-us/hr-connect/workforce-planning-and-analytics/workforce-planning/nhsggc-medical-workforce-plans/**

**Our Culture and Values**

*Jane Grant, Chief Executive, NHS Greater Glasgow and Clyde*

*‘It is key that we are all committed to the core NHS values of: Care and Compassion – Dignity and Respect – Openness, Honesty, Responsibility, Quality and Teamwork – and we use these values to guide us in all that we do.*

*NHS Greater Glasgow and Clyde is a great organisation with a huge pool of terrific talent. We are committed to equality and diversity – to a zero tolerance toward racism, sexism and homophobia. We have access to some of the finest facilities and resources in the country, but it is the values and attitudes we demonstrate as individuals that make the biggest difference to our patients and their families.*

*These key messages are important for new colleagues joining our organisation – but I also believe it is important that we all remind ourselves of the opportunities we have to impact very positively on the lives of thousands of patients and their families no matter what job we do as part of NHS Greater Glasgow and Clyde’.*

**https://www.nhsggc.org.uk/working-with-us/hr-connect/learning-education-and-training/induction-portal-welcome-to-nhs-greater-glasgow-and-clyde/**

For more information about NHS Greater Glasgow and Clyde please visit: **www.nhsggc.org.uk****.**

Find out more about NHS Scotland, the biggest employer in the country, providing jobs to people in more than 70 different professions, and its workforce is its greatest asset.**https://www.scotland.org/work/career-opportunities/healthcare**

**Section 7:**

**Living and Working in the Greater Glasgow and Clyde area**

As a place to live, the Greater Glasgow and Clyde area has many attractions.The West of Scotland combines cosmopolitan charm, lush countryside and soothing seaside. Culturally diverse, architecturally stunning and historically rich, this vibrant region is home to innovation, celebration and the largest city in Scotland – Glasgow.

As Scotland’s most populous region, the West of Scotland is home to approximately two million people. In addition to the city of Glasgow, East and West Dunbartonshire, Inverclyde, Ayrshire, North and South Lanarkshire, Renfrewshire and East Renfrewshire make up this captivating and eclectic part of the country.

This is a region of striking contrast. Larger areas like Glasgow are within easy reach of picturesque towns, villages and some of Scotland’s most scenic beaches, captivating wildlife and tranquil countryside.



**Glasgow**



Multicultural, magnificent and brimming with personality, Scotland’s largest city is home to nearly 600,000 people. Discover rich history, stunning architecture and the best shopping in the UK outside London. Glasgow is one of the highest ranking cities in the UK for quality of life. (source: Mercer survey, 2012)

This aptly-named ‘Dear Green Place’ blends the best of urban-living with the splendour of lush gardens and parks. Impressively, the city boasts more green space per square mile than any other UK city. With some of the biggest and brightest businesses Scotland has to offer, in addition to enjoying the scenery, you can explore the many great career opportunities the city offers.

Offering the best of both worlds, Glasgow is close to breathtaking countryside offering up nearby hill walking, sailing, and cycling. Some of the world’s greatest golf courses are all within an hour’s drive of the city. And this bustling city’s arts and culture, nightlife and food are hard to surpass.

Home to over 133,000 students from around the world, this vibrant city has five world-renowned universities and seven colleges.

**Lots to see and do**

No matter what your age or interest, the West has something for you. Be dazzled by Charles Rennie Mackintosh’s iconic architecture in Glasgow or satisfy your appetite with mouth-watering produce at the farmers’ markets in Renfrewshire and Inverclyde.

You also have your choice of impressive year-round events and festivals, attractions or some of the best leisure facilities in the country. And as a UNESCO City of Music, Glasgow offers an impressive range of musical delights.

Experience the award-winning wonder of Kelvingrove Art Gallery and Museum and the awe-inspiring Glasgow Science Centre, or enjoy international musicians, sporting events and more at the city’s last addition, the 12,000 seat SSE Hydro Arena.

This year’s Mercer’s Quality of Living survey sees Glasgow beat the likes of Rome, Prague, and Dubai to be named as one of the best cities in the world to live.

The West loves its sports – evident in its numerous outstanding leisure centres and facilities. Glasgow is one of the world’s top 10 destinations for sports events and in 2014, Glasgow hosted the 20th Commonwealth Games. The newly built Commonwealth Arena and adjoining Sir Chris Hoy Velodrome in the East End of Glasgow hosted badminton and cycling events for the 2014 games.

In Ayrshire you can celebrate the national poet at the Burns and a' that Festival, admire the spectacular scenery at the Ayr Flower show or try your luck at the races at the Scottish Grand National.

**Housing**

Whether you are renting or buying, Glasgow offers a superb selection of housing. Here you’ll have your choice of apartments on the River Clyde, spacious Victorian flats in the West End and family homes in leafy suburbs conveniently located near to schools.

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**Getting around**

The region’s excellent transport links mean you’re connected to the rest of the UK - and the world.

The M8 motorway connects the West with the rest of Scotland, taking just under an hour to drive between the country’s major cities Glasgow and Edinburgh, a well-used commuter’s route.

The bus is an effortless way to get around because it’s inexpensive and widely available across the region – even in remote locations.   Glasgow has the UK’s largest suburban rail network outside London.

An abundance of stations and travel times makes exploring the region by train an easy option. The rail network links both rural areas and cities with the rest of Scotland and the wider UK.

From Ardrossan, Gourock and Wemyss Bay you can also travel by ferry to many of Scotland’s islands, or further afield from one of the cruise ships that dock at Greenock harbour.

Glasgow’s two international airports connect the region with the rest of the UK and beyond. There are approximately 200 flights per day from Glasgow international airport alone, ready to fly you to over 90 destinations like London, Dubai and New York.

The best of the city-living, magnificent countryside and an opportunity to work in some of Scotland’s most exciting industries means this region is a hugely popular place to live, play and work.

**To find more information about living and working in Scotland please visit:**

**https://www.visitscotland.com/**

**https://www.scotland.org/**

**https://www.talentscotland.com/**

**https://moverdb.com/moving-to-glasgow/**