**GP with Special Interest/**



**Speciality Doctor in Medicine for the Elderly**

**Applicant Information**





V&A Dundee: Visit Scotland / Kenny Lam



St Matthew’s Church on the River Tay: Visit Scotland / Kenny Lam

Closing Date: 07/09/2023

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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Tay Rail Bridge seen from The Law: Visit Scotland / Kenny Lam

NHS Tayside



Medicine for the Elderly

GP with Special Interest/Speciality Doctor in Medicine for the Elderly

Part Time

Up to 8 PAs a week

We have an exciting opportunity available in one of the UK’s most historic and picturesque areas.

NHS Tayside seeks to appoint a GP with Special Interest or Specialty Doctor in Medicine for the Elderly.

Applications are invited to join Perth and Kinross Health and Social Care Partnership (HSPC) to work within the Hospital at Home Service (H@H), with support from the Medicine for the Elderly team.

We are looking for an enthusiastic individual(s) with wide ranging medical or GP experience with a keen interest in caring for older people, who want to work to develop and support our new Hospital at Home service in P&K.

H@H provides short term, targeted interventions for acutely unwell, frail, older adults at home. As part of this you will work alongside a multidisciplinary team including nursing and allied health professionals providing hospital level care to patients in their own home. The team are supported by a Medicine for the Elderly Consultant who will lead twice weekly multidisciplinary team meetings.

The H@H team sits within Urgent Care for the Health and Social Care Partnership and applicants would be able to support development of the wider multidisciplinary, urgent care teams. There would be opportunity to discuss working in a dual role of General Practitioner for the HSCP along with an MfE or potentially other specialty component. The individual would be a team player and contribute to service development of H@H and improvement as part of their post.

As part of increasing our medical oversight within the service, we are looking to recruit up to 8 sessions and are open to flexible working patterns and job share. This can be discussed as part of the recruitment process or prior to application.

Applicants should have full registration with the General Medical Council and shall have completed at least four years’ full-time post graduate training (or its equivalent on a part-time or flexible basis) at least two of which will be in a specialty training programme relevant to the post, or shall have equivalent experience and competencies.

Informal enquiries can be made to:

Dr Neil Henderson, Clinical lead for Medicine of the Elderly (Neil.Henderson2@nhs.scot), Amanda Taylor, Senior Service Manager Older People, Urgent and Palliative Care (Amanda.Taylor@nhs.scot) or,

Andrew Parker, Service Manager Urgent Care (AndrewJohn.Parker@nhs.scot).

Closing Date: 07/09/2023

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.

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| **Section 2: Living in Tayside** |

When choosing somewhere to work and live, quality of life is key. Tayside is one of the few locations in the UK which combines the best of both worlds – city facilities in Dundee and 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, championship golf courses, quaint costal villages and beyond them, Scotland’s famous mountains and glens.

Perth 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 or Edinburgh airport, flying direct to London City Airport. Perthshire is the known as the heart of Scotland and is a gateway to the highlands with stunning scenery and a wide range of outdoor pursuits that can be enjoyed.

There is a vibrant arts scene in Dundee and beyond. 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. Dundee is the UK’s only UNESCO City of Design. Within Dundee, in addition to the new waterfront development, there are a number of attractions to suit all ages including Discovery point, the Dundee Contemporary Arts centre and the Dundee Science Centre.

Beyond Perth, the River Tay and its estuary, the coasts of Angus and Fife alongside the hills and mountains of Perthshire offer scope for almost any outdoor activity. Furthermore, St. Andrews is home to a number of world famous golf courses, picturesque town and beach, is only a short drive away. Whether you want to live in the rural countryside, a seaside village or one of Tayside’s vibrant cities or towns, there is a variety of housing choices to suit all budgets. There are a good variety of primary and secondary schools. There is also the option of private schooling with schools to choose from in Dundee City, St Andrews and Perth and Kinross. Further information about these areas can be found by clicking these links Dundee Angus Perth & Kinross Fife Scotland

Glen Etive: Visit Scotland / Kenny Lam St Andrews Castle: Visit Scotland / Paul Tomkins

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| **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

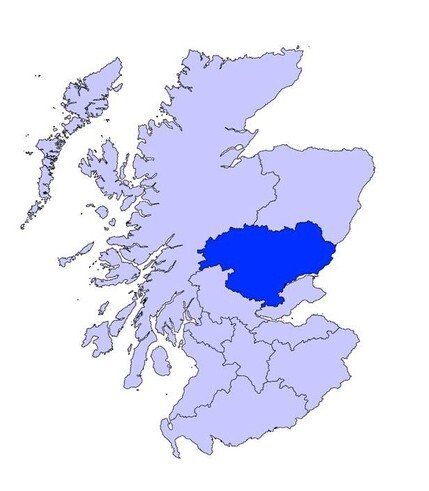
Our NHS Tayside Values

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.

Each of the three local councils now have a Health and Social Care Partnership (HSCP). Medicine for the Elderly is also hosted by the HSCPs and further development for other health services to be hosted by HSCPs rather than NHS Tayside is ongoing. NHS Tayside has a national reputation for models of service development, health informatics and quality improvement.

More information on the HSCPs can be found at

Perth & Kinross: https://www.pkc.gov.uk/integration

Angus: https://www.angushscp.scot/

Dundee: https://www.dundeehscp.com/

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

**Teaching and Training Opportunities**

NHS Tayside has one of the largest and most successful teaching hospitals in Scotland. The University of Dundee Medical School was ranked 1st in the UK 2021 Complete University Guide. We have a growing national and international reputation for medical teaching and research and are recognised as a centre of excellence.

We successfully train doctors, nurses and other healthcare professionals from all of the UK and the world, many of whom choose to remain in employment with NHS Tayside and continue to contribute to the development of the organization, promoting new techniques and going on to train the doctors, surgeons and nurses of tomorrow.

NHS Education for Scotland (NES) and NHS Tayside recruits junior medical staff both UK and worldwide. We are committed to providing a high standard of medical education and are able to offer training in a variety of specialties at foundation and specialty level, with the majority of training posts in the East of Scotland rotating through our Tayside Hospitals and Raigmore in Inverness.

Information regarding training with links to the appropriate UK websites can be found at https://www.scotmt.scot.nhs.uk/ and https://nes.scot.nhs.uk/

We enjoy close links with the University of Dundee (https://www.dundee.ac.uk/) whose Medical School is renowned for preparing its medical students to become world-class doctors. Alongside NHS Tayside, the University of Dundee offers start-of-the-art medical teaching facilities including lecture theatres, seminar rooms, clinical skills training area, simulation rooms, computing suites, as well as library facilities at the main campus and within UDOTS on the Ninewells Site.

**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



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| **Section 4: SPECIALITY / DEPARTMENT SERVICES IN TAYSIDE** |

Hospital at Home provides short term, targeted interventions to acutely unwell older adults at home as an alternative to hospital admission. The current focus is on Perth City however the aim is to expand the service to provide cover throughout Perth and Kinross. The team consists of medical, nursing, physiotherapy and occupational health staff and is led by a Medicine for the Elderly Consultant who provides twice weekly multi-disciplinary team meetings. Although the medical cover will be predominantly provided within working hours, the plan is to provide a 7 day service to patients under the care of the team, utilising clear escalation pathways for out-of-hour periods. The team have access to inpatient diagnostics and the team are working on being able to provide intravenous treatments and supplementary oxygen therapy.

The clinical oversight for the service is provided by the Medicine of the Elderly team. The Medicine for the Elderly service works across Perth and Kinross primary care localities, community hospitals, secondary care and is based at Perth Royal Infirmary. It is undergoing a period of expansion, change and innovation. At present, the department consists of 5 consultants, two specialty doctors and several clinical fellows who work together to provide a range of comprehensive services to older people in Perth and Kinross. This post will provide opportunities for the post-holder to develop skills in Medicine for the Elderly, including comprehensive geriatric assessment and anticipatory care planning.

Operationally, the H@H team sits alongside the urgent care services within the Perth and Kinross Health and Social Care Partnership. Urgent care services are undergoing a period of redesign and there is scope for the post-holder to provide support and direction in the development of services. Similarly, there would be an opportunity to discuss working in a dual role of General Practitioner for the Health and Social Care Partnership along with a Medicine for the Elderly specialty component.

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| **SECTION 5: MAIN DUTIES AND RESPONSIBLITIES**  **(Job Description)** |

The main focus of the work will be on the medical care for patients who are admitted under the H@H team. This will involve the initial assessment of patients, follow up reviews and support and coordination to the wider multi-disciplinary team.

**Direct Clinical Care:**

* Seeing patients referred to the H@H service including undertaking a comprehensive assessment, medication/polypharmacy review and anticipatory care planning
* Provide leadership to the multidisciplinary team day to day and in-between consultant led MDTs
* Work with the team to ensure timely communication with other community teams, General Practice and Secondary care
* Provide advice to other members of the multidisciplinary team
* Review investigations such as blood tests, X-rays, ECG and CT scan results and action appropriately
* Manage the review and action of any pending investigations, not available at time of discharge from H@H
* Identify patients suitable for H@H as an alternative admission from, for example, the Frailty Unit or patients currently being cared for by other community teams

**Supporting Professional Activities**

* Engage in service development with regards to H@H but also other urgent care services
* Undertake Quality Improvement work to help improve the safety and efficiency of the service
* Provide supervision, teaching and mentorship to other members of the team including wider members of the multidisciplinary team
* Engage in professional development to meet the requirements for appraisal and revalidation

**Out of Hours Commitment**

* There is currently no Out of Hours Commitment for the post however this may be explored as the service expands and develops.

**YOUR ROLES**

**Provide high quality care to patients:**

* Maintain GMC registration and hold a licence to practice
* Participate in the annual appraisal process
* Develop and maintain the competencies requires to carry out the duties of the post
* Ensure patients and families are involved in decisions about their care and respond to their views

**Research, Teaching and Training:**

* Where possible to collaborate with academic and clinical colleagues to enhance NHS Tayside’s research portfolio, at all times meeting the full requirements of Research Governance
* To provide high quality teaching to medical undergraduates and members of other health care professions as required by the Operational Medical Director
* To act as educational and/or clinical supervisor as delegated by the Clinical Director to ensure external accreditation of training posts with an appropriate allocation of SPA times for these roles

**Medical Staff Management:**

* To work with colleagues to ensure junior doctors’ are complaint in line with EWTD and New Deal
* To ensure that adequate systems and procedures are in place to control and monitor leave for junior medical staff and to ensure that there is appropriate cover within the clinical areas, including on-call commitments
* To participate in the recruitment of junior medical staff as and when required
* To participate in team objective setting as part of the annual job planning process

**Governance**

* Participate in clinical audit, incident reporting and analysis to ensure resulting actions are implemented
* Ensure clinical guidelines and protocols are adhered to by hospital at home team members and updated on a regular basis
* Keep fully informed about best practice in the specialty areas and ensure implications for practice changes are discussed with the Clinical Director
* Role model good practice for infection control to all members of the multidisciplinary team

**Strategy and Business Planning**

* To participate in the clinical and non-clinical objective setting process for the directorate

**Leadership and Team Working**

* To demonstrate excellent leadership skills with regard to individual performance, clinical teams and NHS Tayside and when participating in national or local initiatives
* To work collaboratively with all members of the team
* To resolve conflict and difficult situations through negotiation and discussion, involving appropriate parties
* Adhere to NHS Tayside and departmental guidelines on leave including reporting absence
* Adhere to NHS Tayside values

**Annual Appraisal & Job Planning**

You shall be required to participate in annual appraisal and job planning.

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| **Section 6: NHS Tayside – Indicative Job Plan** |

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| Post: | GPwSI / Specialty Doctor |
| Specialty: | Hospital at Home / Medicine for the Elderly |
| Principal Place of Work: | Perth Royal Infirmary. You may be required to work at any of NHS Tayside sites as part of your role. |
| Contract: | Permanent |
| Availability Supplement: | NA |
| Out-of-Hours | None currently, may be possible to explore this as the service expands |
| Managerially responsible to: | Andrew Parker, Service Manager Urgent Care (Operational)  Dr Neil Henderson, Clinical lead for Medicine of the Elderly (Clinical) |

The post is for GP with Special Interest or Specialty Doctor and the contract will be for up to 8 programmed activities. The details of duties are negotiable, but the key clinical element will be providing medical oversight to patients under the H@H team.

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|  | AM | PM |
| Monday | Off | H@H MDT |
| Tuesday | Morning run-down  Review H@H patients  Regularly attend Frailty Unit to identify patients H@H could support an early discharge  Provide support and advice to other H@H team members | Supporting Professional Activities |
| Wednesday | Morning run-down  Review H@H patients  Provide support and advice to other H@H team members  Review/request outstanding investigations  Complete and authorise discharge letters  Liaise with patient’s carers and next of kin if appropriate | Off |
| Thursday | Morning run-down  Review H@H patients  Provide support and advice to other H@H team members | H@H MDT |
| Friday | Morning run-down  Review H@H patients  Provide support and advice to other H@H team members | Review/request outstanding investigations  Complete and authorise discharge letters  Liaise with patient’s carers and next of kin if appropriate |

The job plan is a provisional outline and will be negotiable and agreed between the successful applicants and the Clinical Lead / Operational Medical Director. Precise allocation of SPA times and associated objectives will be agreed with the successful application and will be reviewed at annual job planning.

Extra programmed activities may be available by negotiation with the Operational Medical Director

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| **SECTION 7: PERSON SPECIFICATION** |

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| **CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| **EXPERIENCE:** | * Candidate will have completed at least four years full time post graduate training (or equivalent gained on a part time basis) * At least two of these years should be in General Medicine, General Practice, Medicine for the Elderly OR other Medical Specialties | * Experience in Hospital at Home or Urgent Care services * Experience in service development and leadership |
| **QUALIFICATIONS:**  (Training; Research; Publications) | * Medical Degree * Current full GMC Registration and a Licence to Practice | * MRCP or MRCGP or equivalent or in process of completing * Qualification in medical leadership or quality improvement |
| **KNOWLEDGE & SKILLS:** | * An understanding of the role of H@H in the management of acutely unwell, frail adults * Ability to undertake and coordinate a comprehensive assessment of older adults, taking a Realistic Medicine Approach * Ability to work autonomously * Ability to assess older patients presenting with problems, such as, falls, functional decline, delirium and weight loss * Knowledge and experience in anticipatory care planning discussions, including in complex scenarios, and breaking bad news * Knowledge of UK hospital systems (or equivalent) * Knowledge and participation in CPD * Experience of contribution to quality improvement | * Knowledge of the evidence base for H@H * Knowledge and experience of utilising the RESPECT tool * Knowledge of risk management * Knowledge of annual job planning/appraisal process |
| **PERSONAL QUALITIES:** | * Enthusiasm and interest in frailty and Medicine for the Elderly * Excellent communication and team working skills * Commitment to a team work approach and multi-disciplinary working * Reliability * Good time management and organisational skills * Ability to work flexibly with a goal of improving patient centred urgent care for frail older adults |  |
| **OTHER:** | * Ability to travel across Tayside * All applicants should be able to demonstrate skills in written and spoken English adequate to enable effective communication about medical topics with patients and colleagues * Satisfactory immigration status * Satisfactory health clearance * Enhanced PVG Disclosure Check |  |

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| **SECTION 8: FURTHER INFORMATION / CONTACT DETAILS** |

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

Dr Neil Henderson, Clinical lead for Medicine of the Elderly (Neil.Henderson2@nhs.scot)

Andrew Parker, Service Manager Urgent Care (AndrewJohn.Parker@nhs.scot)

Amanda Taylor, Senior Service Manager for Older People, Palliative and Urgent Care (Amanda.Taylor@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.

Applicants should have full registration with the General Medical Council and shall have completed at least four years’ full-time post graduate training (or it’s equivalent on a part-time or flexible basis) at least two of which will be in a specialty training programme in Medicine for the Elderly or General Practice or as a fixed term specialty trainee in Medicine for the Elderly or General Practice or shall have equivalent experience and competencies.

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

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.

**Please note the following dates:**

**Closing Date: 07/09/2023**

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| **SECTION 9: TERMS AND CONDITIONS OF EMPLOYMENT** |

This appointment is offered on the terms and conditions of service of the Specialty Doctor Contract 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** | GP with Special Interest/Specialty Doctor |
| **TYPE OF CONTRACT** | Permanent |
| **Hours of work** | Up to 8 PA |
| **Location** | Perth Royal Infirmary. You may be required to work at any of NHS Tayside sites as part of your role. |
| **Salary** | £54,903 to £85,554 per annum (pro rata as applicable) – Specialty Doctor  £66,030 to £98,555 per annum (pro rata as applicable) - GPwSI  Placing on the salary scale will be on the minimum point unless the successful applicant has previous experience in a NHS Specialty Doctor post or previous non-NHS experience equivalent to that gained in a NHS Specialty Doctor post.  Salary is paid monthly by Bank Credit Transfer into a UK bank account |
| **Arrangement of Duties** | To be organised through Job Planning after appointment |
| **Leave** | 33 days annual leave and 8 public holidays (pro rata as applicable) |
| **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. |
| **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. |



Lunan Bay, Near Montrose Visit Scotland / Paul Tomkins