

**JOB TITLE: Consultant Psychiatrist in Child & Adolescent Mental Health Service**

**JOB REFERENCE: CG 2715 JOBTRAIN REFERENCE: 160341**

**CLOSING DATE: 8 /9/2023 INTERVIEW DATE 28/923**

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**We cannot accept CV’s as a form of application and only application forms completed via the Jobtrain system will be accepted. Please visit** **https://apply.jobs.scot.nhs.uk** **for further details on how to apply.**

**You will receive a response acknowledging receipt of your application.**

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| **This post requires the post holder to have a PVG Scheme membership/record. If the successful applicant is not a current PVG member for the required regulatory group i.e. child and/or adult, then an application will need to be made to Disclosure Scotland and deemed satisfactory before the successful post holder can commence work.**  |

Please visit our Careers website for further information on what NHS Lothian has to offer http://careers.nhslothian.scot.nhs.uk

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| **Section 1: Person Specification** |
| **REQUIREMENTS** | **ESSENTIAL** | **DESIRABLE** |
| **Qualifications and Training** | GMC registered medical practitionerLicence to practiseCCT in Child and Adolescent PsychiatrySpecialist Registration; Recognised equivalent overseas training, qualifications and relevant experience may be considered**.** | Additional post-graduate experience/qualifications, e.g. GP, Psychiatry, paediatricsApproval under section 22 of the Mental Health Care and Treatment (Scotland) Act 2003. ADOS trained |
| **Experience** | Extensive experience of assessment and treatment of all the common child and adolescent mental health disorders. | Experience working with patients presenting with complexity, experience in assessing and managing young people with self harm. Some evidence of working with education and social work |
| **Ability** | Ability to take full responsibility for independent management of patientsAbility to communicate effectively and clearly with patients and other team membersAbility to risk assess and risk manageAbility to manage competing demands on time. | Ability to formulate complex casesPsychotherapeutic modalities skillsAbility to work with networks around a childAbility to work collaboratively with families |
| **Academic Achievements** | Those required for CCT in CAP | Evidence of understanding and interpreting relevant research  |
| **Teaching and Audit** | Evidence of commitment to:Undergraduate and postgraduate teaching and trainingClinical auditLearning and continuing professional development | Recognition of Trainers accreditation  |
| **Motivation** | Evidence of commitment to:patient-focused carecontinuous professional development and life-long learningeffective and efficient use of resources | Desire to develop services improvements for patients and their families |
| **Team Working** | Ability to work in a team with colleagues in own and other disciplinesShow respect for other disciplinesAbility to organise time efficiently and effectivelyReliabilityExcellent communication skills | Ability to motivate colleaguesEvidence of previous managerial training and experience |
| Circumstances of Job | May be required to work at any of NHS Lothian’s sites |  |

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| **Section 2: Introduction to Appointment** |

**Job Title:** Consultant in Child and Adolescent Psychiatry

**Department:** CAMHS

**Bases:** Outpatients Department 5, St John’s Hospital, Livingston

Pennywell All Care Centre, 1 Macmillan Crescent, Edinburgh **Lauriston Building, Lauriston**Place Edinburgh

You may also be required to work at any of NHS Lothian sites.

**Post Summary:**

* In collaboration with multidisciplinary team to provide a mental health service for children (0-18 age range) with mental health problems referred to Tier 3 services.
* To provide clinical supervision to higher and core trainees
* To participate in audit of the clinical services for which you work.
* To play a role in the implementation of Lothian’s Joint Strategy for Child and Adolescent Mental Health Services and the CAMHS development strategy.
* To provide reciprocal cover for medical colleagues during periods of annual, professional, or short-term sick leave.
* To undertake duties as an Approved Medical Practitioner under the terms of the Mental Health Care and Treatment (Scotland) Act 2003
* To undertake duties for the wider service in accordance with agreed job plan
* Other duties arising from time to time in consultation with the Clinical Director and Clinical Service Manager.

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| **Section 3: Departmental and Directorate Information** |



NHS Lothian Child and Adolescent Mental Health Service have a long history in of providing multidisciplinary assessments and evidence-based treatments for children, young people and their families and carers. Our multidisciplinary teams comprise Psychiatrists, Psychologists, Community Mental Health Workers, Nurse Therapists, Dieticians, Speech and Language Therapists, Prescribing Pharmacists, Art Therapists, Occupational Therapists and Social Workers.

Lothian Child and Adolescent Mental Health Service provides specialist mental health assessment and treatment to children and young people (until 18th birthday) in Lothian. The Service has 5 geographically located “Tier 3” outpatient teams (North and South Edinburgh, Midlothian, West Lothian and East Lothian). Outpatient CAMHS teams offer specialist mental health assessment and treatment to children and young people and consultation and collaboration to Primary Care and Children’s Services such as Education, School Nursing and Social Work. The team delivers a specialist Mental Health Service assessment and treatment pathway and a Neurodevelopmental assessment and treatment pathway.

**Multidisciplinary Teams**

We have had a number of developments over the past year in terms of our Tier 3 multidisciplinary teams. We have developed Tier 2 services which will have a significant impact on the journey of patients from point of first referral and ensure that we are seeing those patients who need to see us the most. Further developments include a shared point of access with our multiagency colleagues. We now have nurse led Physical Health Clinics for eating disorders supported by psychiatry in all Tier 3 Teams, which includes having trained nursing staff in phlebotomy. We also have trainee Advance Nurse Practitioners with ongoing recruitment to the course. Development of our admin roles has led to more efficiency in organising clinics for psychiatry and supporting staff more generally. Our development of a Duty Worker system in Tier 3 teams has been of significant support for patients who otherwise have their principal clinical contact with psychiatry.

Specialist Mental Health Teams include:

* Meadows team - provides a multi-disciplinary approach to children and young people (0-18 years) and their families who are experiencing emotional, behavioural and mental health difficulties following sexual abuse. The team also provide a service for children who display problematic sexual behaviour
* Paediatric Psychology and Liaison Service (PPALS) which we have recently expanded with the addition of a full-time consultant psychiatrist.
* CAMHS Intellectual Disability team which we have recently expanded with the addition of a full-time consultant psychiatrist. We are also involved in the development of the regional in-patient unit for patients with ID.
* Eating Disorder Development Team who are developing a hub and spoke model with our Tier 3 teams developing new ways of working with our paediatric colleagues.

Tier 4 (inpatient, day patient and intensive outreach services) consists of a Day Programme, an Unscheduled Care Team and an Assertive Outreach Team. The Melville Unit is a 12 bed Inpatient Unit, which is a regional inpatient unit primarily for young people from Lothian, Borders and Fife.

**On Call**

Consultants are part of our on call rota which is a 12 person rota with prospective cover and with a 3% availability supplement. Consultants cover Lothian overnight, although in the future there may be developments with regards regional on call. There is a fully staffed second on call rota from Specialist Trainees and Specialty Doctors as well as a Core Trainee rota for mental health services.

Our Unscheduled Care Service has developed over the past year with a 24/7 service at weekends and 7-8pm during weekdays with a plan to develop further to a full 24/7 model. This is a nurse led service for young people presenting with a mental health crisis across Lothian. It has already had a significant positive impact on our On Call services as well as providing a consistent and team-based approach using evidence-based care for young people presenting with risk.

**Academic and Research**

We have been delighted to welcome Professor Kelleher as our first Chair in Child and Adolescent Psychiatry to NHS Lothian and have also developed a further clinical academic post with the University of Edinburgh in the Melville unit. This will encourage academic enquiry at all career stages and enhance our research portfolio. Our department has an ongoing commitment to research, has several funded research projects underway and a well-developed research strategy but has the potential to become an outstanding centre.

CAMHS Lothian also provides an important training resource and placement for CAMHS career development across all professional disciplines. Core and Specialist Trainees access highly thought of training placements within our teams. New developments include Clinical Fellowship posts and Physician Associate posts which have been a successful addition to our teams. We already have a commitment to GPST training and have offered to extend this to placements in our community teams. We continue to train Non-medical Prescribers, have Prescribing Pharmacists in every outpatient team and have Advanced Nurse Practitioners in training two of whom are due to qualify later this year. We have also been delighted to appoint to our first Consultant Nursing post. We are committed to medical student training in conjunction with the University of Edinburgh.

**Personal Development and CPD**

As part of a wider psychiatry team within Lothian CAMHS you will find a supportive and committed group of colleagues. Consultants meet weekly alternating a business agenda with a supportive clinical case peer discussion. There are monthly CPD events for career psychiatrists as well as specific training events organised for the whole department. We have a commitment to training via the CESR route as well as the newly developing Specialist role for our group of experienced Specialty Doctors.

CAMHS Lothian is committed to providing training and development opportunities for all its workforce. For those considering applying out with Scotland we would support further training in the Mental Health Scotland Act provided by NHS Education Scotland in order to gain Section 22 Approval.

As part of developing the consultant role in NHS Lothian CAMHS we are keen for individuals to be able to pursue specific areas of interest and expertise. Although the minimum Core SPA time is 1 session associated with all our posts any additional responsibilities, such as supervision, teaching, service development attracts further time within job planning. Additional clinical interest as well as service development time within our specialist teams is also available, for example eating disorders with our Eating Disorders Development Team, working with young people who have experienced sexual trauma with our Meadows Team, service development in Forensic Psychiatry as we develop a new service to work with young people who are in trouble with the law.

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| **Section 4: Main Duties and Responsibilities** |

We currently have opportunities within our community outpatient teams within Edinburgh and West Lothian. Although there are consultants established in all three teams we do want to consolidate and extend our service to the young people of Lothian. Consultants within the teams are clinical leaders within the service have opportunities to guide service development.

**West Lothian Outpatient Team**

West Lothian CAMHS team is situated in St John’s hospital, Livingston to the West of Edinburgh in the Central Belt of Scotland, making it easily commutable from many areas of Scotland. St John’s is a district general hospital with A&E and a number of specialist regional services in mental health including perinatal, REDU (eating disorders in patient unit), psychiatry for the deaf as well as specialist services such as plastic surgery. Our West Lothian team provides a liaison service to A and E and other departments within St Johns Hospital supported also by our Unscheduled Care Team.

One of the additional attractions of working in West Lothian is the opportunity to provide continuity of care to young people across Tier 3 and Tier 4 within the Willowgrove Day Programme, which allows the provision of care in a seamless manner.

**Edinburgh Outpatient Teams**

Our city is served by two outpatient teams, North and South Edinburgh. Our South Edinburgh CAMHS Outpatient Team are located at Lauriston Building in the centre of Edinburgh and our North Edinburgh CAMHS Outpatient Team are located at the purpose built Pennywell All Care Centre in the heart of the North Edinburgh community. Both have excellent public transport links, well established teams with dedicated clinical and meeting space.

**Working in Lothian CAMHS**

All of our Community teams function as truly multidisciplinary teams, the other senior clinicians are Clinical Psychologist Lead, Advanced Practitioner (nursing) and Occupational Therapy Team Lead. They provide a supportive and contained working environment with a positive ethos of cooperation. There are initiatives to reduce waiting times and we have made considerable progress with our mental health wait times. The teams organise regular CPD events and have a sociable and supportive culture.

To support and address heath inequalities, there are strong links with Social Work, Education, local GPs and the 3rd sector. We have developed these further with our new Tier 2 teams and with changes in our referral processes.

Referrals to the service are routinely triaged by an experienced small group of clinicians and then prioritised appropriately. The presentations of the children and young people vary from anxiety, mood, psychosis, eating and neurodevelopmental disorders. There is a weekly multidisciplinary team meeting where the expertise of the team is used to manage cases. Care and treatment plans are formulation based. A number of therapies are provided including Cognitive Behavioural Therapy, Interpersonal Psychotherapy, Supportive Therapy, Pharmacotherapy and Family Work. Some clinicians have skills in disorder-based therapies such as Family Based Therapy for eating disorders. We have also developed Art Therapy and now have Speech and Language Therapists within our teams.

To support the model of stepped care and provide closer support to those children and young people who require a higher degree of intervention, intensive treatment or multi-professional risk management, clinicians have direct access to the full range of NHS Lothian’s extensive CAMHS services in Tier 4 inpatient, Tier 4 outpatient including Unscheduled care and Specialist outpatient teams.

There is a strong culture of training and research in our Child and Adolescent Mental Health Services which has been enhanced by the development of our academic department over the past year. In addition to the training our own specialty trainees, our teams also facilitate training and education opportunities for undergraduate medical students and non-specialist colleagues. Our outpatient teams have been considered for many years a very good training placement for Core and Higher Trainees in Psychiatry.

**Clinical:**

* Deliver routine out-patient clinics for CAMHS referrals
* Supervision of Higher and Core Trainees as required (with additional SPA time)
* As well as deliver own outpatient clinics, liaise closely with multidisciplinary colleagues when a psychiatric opinion is required.
* Make referrals to Tier 4 services where appropriate and liaise with these and other services as required
* Provide consultant psychiatry cover for daytime emergencies
* Record clinical work in accordance with NHS Lothian standards and requirements

**Out of Hours Commitments:**

* Be part of the CAMHS Consultant out of hours rota (currently 1 in 12 for full time colleagues with prospective cover – 1 in 10.5 over 42 week year)
* Provide reciprocal cover for medical colleagues during periods of annual, professional, or short-term sick leave.

**Location:**

* As part of your role, you may be required to work at any of NHS Lothian’s sites

**Provide high quality care to patients:**

* Maintain GMC specialist registration and hold a licence to practice
* Develop and maintain the competencies required to carry out the duties of the post
* Ensure patients 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 Lothian’s research portfolio, at all times meeting the full requirements of Research Governance
* Provide regular supervision for junior medical colleagues

**Medical Staff Management:**

* To co-ordinate with colleagues to ensure that there is appropriate cover within the clinical areas,
* To participate in team objective setting as part of the annual job planning process
* To undertake duties for the wider service in accordance with agreed job plan

**Governance:**

* Participate in clinical audit, incident reporting and analysis and to ensure resulting actions are implemented
* Participate in Continuous Personal Development (including peer supervision) to ensure you are well informed to perform your role
* Ensure clinical guidelines and protocols are adhered to
* 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 as part of job planning

**Leadership and Team Working:**

* To demonstrate excellent leadership skills with regard to individual performance, clinical teams 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 Lothian and departmental guidelines on leave including reporting absence
* Adhere to NHS Lothian values

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| **Section 5: Job Plan** |

**Post:** Consultant Child and Adolescent Psychiatrist

**Specialty:** CAMHS

**Principal Place of Work:** St Johns Hospital / Penywell All Care Centre / Lauriston Building

**Contract:** Permanent 40hrs per week

**Availability Supplement:** 3%

**Out-of-hours:**  1 in 12 (pro rata for part time)

**Managerially responsible to:** Dr Nicky Cannon- Clinical Director CAMHS

The Job Plan is negotiable and will be agreed between the successful applicant, and the Clinical Director.

NHS Lothian ***initially*** allocates a ***minimum*** all consultants one core SPA for CPD, audit, clinical governance, appraisal, revalidation job planning, internal routine communication and management meetings. As a major teaching and research contributor, NHS Lothian would expect to allocate additional SPA time for activities related to psychiatric supervision of doctors in training, education for non-medical staff, undergraduate education, educational supervision of trainee medical staff, research and other activities. Service development commitments would also attract SPA time. These are all areas where NHS Lothian has a strong commitment and we recognise the contribution that consultants are both willing and eager to make. Precise allocation of SPA time and associated objectives will be agreed with the successful applicant and will be reviewed at annual job planning with the Clinical Director.

We promote a work/life balance so applicants can enquire for less than full time on an equal opportunities basis and full time applicants can request post appointment for flexible working pattern through our Human Resources Department.

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| **Section 6: Contact Information** |

Informal enquiries and visits are welcome and should initially be made to:

Dr Nicky Cannon

0131 537 6364 or 07872421917

nicky.cannon@nhslothian.scot.nhs.uk

Lisa Canale

CAMHS Clinical Service Manager

lisa.canale@nhslothian.scot.nhs.uk

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| **Section 7: Working for NHS Lothian** |

**Working in Edinburgh and the Lothians**

**Who are we?**

NHS Lothian is an integrated teaching NHS Board in Scotland providing primary, community, mental health and hospital services. Calum Campbell is the Chief Executive, Professor John Connaghan CBE is the Chair and Tracey Gillies is the Executive Medical Director.

NHS Lothian provides services for the second largest residential population in Scotland – circa 850,000 people. We employ approximately 26,000 staff and are committed to improving all patient care and services and engaging staff in service planning and modernisation.

Over the next year across Scotland there will be significant changes in the way health and social care services are provided. In April 2015, integration came into effect in local areas led by four Health and Social Care Partnerships in East Lothian, Edinburgh, Midlothian and West Lothian. Working together will help us provide even better services for our communities and, where appropriate, people will receive high quality care closer to home. There is work underway in relation to the operational and governance capacity required, ensuring that planning for unscheduled and scheduled care is done in tandem between the four Integrated Joint Boards and the acute service.

Further information about Edinburgh and NHS Lothian can be found at https://org.nhslothian.scot/Pages/default.aspx

**Location**

Edinburgh and the Lothians are on the eastern side of Scotland’s central belt in the heart of the country. Four main areas make up Edinburgh and the Lothians – Edinburgh, East Lothian, Mid Lothian and West Lothian.

Edinburgh and the Lothians are a place of exceptional beauty and contrast, from Edinburgh’s historic skyline to the scenic countryside and coastline that surround it. Edinburgh is famous for its castle, military tattoo, fringe and international festival.

Edinburgh and the Lothians are home to top-ranking state and private schools and world class universities and colleges. Edinburgh offers a rich diversity of parks and gardens to spend time relaxing with friends and family. Whether you want to buy or rent Lothian also offers a diversity of accommodation ranging from city centre based flats, waterfront living, Victorian or Georgian villas to more rural farm houses or coastal homes.

Local and wider transport networks are excellent. Glasgow is less than 50 minutes away by train. The Scottish Highlands are accessible in a few hours offering opportunities for skiing and walking. National and international transport links make it easy to keep in touch with friends and family via Edinburgh Airport which offers a variety of international flight opportunities.

If you are thinking about joining us from overseas further information can be found at www.talentscotland.com. For a comprehensive list of services to help moving to the City of Edinburgh, please visit the City of Edinburgh Council Website at: www.edinburgh.gov.uk.

**What we can offer you**

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

* Access to the NHS pension scheme
* Assistance relocating to Edinburgh
* NHS Lothian 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
* Access to a transport network offering easy travel links to the rest of the UK and Europe, as well as international options

**Teaching and Training Opportunities**

NHS Lothian has one of the largest and some of the most successful teaching hospitals in Scotland. We have a growing national and international reputation for medical teaching and research and are recognised as a centre of excellence.

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

NHS Education for Scotland (NES) and NHS Lothian 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 South East of Scotland rotating through Edinburgh and Lothian hospitals.

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

We enjoy close links with the University of Edinburgh (http://www.ed.ac.uk/home) whose Medical School is renowned for preparing its medical students to become world-class doctors. Alongside NHS Lothian, the University of Edinburgh offers state-of-the-art medical teaching facilities at the Chancellors Building, including lecture theatres, seminar rooms, clinical skills training area, computing suites, as well as library facilities at the main university, Western General Hospital and Royal Hospital for Sick Children.

**Our vision, values and strategic aims**

We strive to provide high quality, safe, effective and person centred healthcare, continually improving clinical outcomes for patients who use our services and for our population as a whole.

To achieve this, we are committed to ever-closer integrated working with patients and our other partners in healthcare and to embedding a culture of continuous improvement to ensure that:

* Our staff can contribute fully to achieving the best possible health and healthcare, based on evidence and best practice
* Everything we do maximises efficiency and delivers value for patients and the public

We have identified six strategic aims to ensure we can deliver safe, effective and person-centred health and social care:

1. Prioritise prevention, reduce inequalities and promote longer healthier lives for all
2. Put in place robust systems to deliver the best model of integrated care for our population – across primary, secondary and social care
3. Ensure that care is evidence-based, incorporates best practice and fosters innovation, and achieves seamless and sustainable care pathways for patients
4. Design our healthcare systems to reliably and efficiently deliver the right care at the right time in the most appropriate setting
5. Involve patients and carers as equal partners, enabling individuals to manage their own health and wellbeing and that of their families
6. Use the resources we have – skilled people, technology, buildings and equipment –efficiently and effectively.

The specific areas of focus and actions needed to achieve each of these aims are detailed in “Our Health, our Future: NHS Lothian Strategic Clinical Framework 2014 – 2024,” consultation document which you will find at: https://org.nhslothian.scot/Strategies/Pages/default.aspx

**Our Health, Our Care, Our Future**

NHS Lothian works to help people live healthier, longer lives – no matter who they are or where in the region they live. Much progress has been made, but significant challenges and opportunities lie ahead. NHS Lothian draft strategic plan - Our Health, Our Care, Our Future – sets out what we propose to do over the coming decade to address these challenges and continue to provide a high quality, sustainable healthcare system for the people of Lothian.

In developing the strategic plan we have:

* asked staff and patients what and how things need to change to deliver our aims
* brought together local plans into an integrated whole
* identified opportunities to make better use of existing resources and facilities
* prioritised areas that will make most difference to patients

The plan outlines a range of proposals, which will allow us to:

* improve the quality of care
* improve the health of the population
* provide better value and financial sustainability

Over the coming months we will discuss the need for change and the proposals set out in the plan with staff, patients, communities and other stakeholders. A summary of the plan can be found at

https://org.nhslothian.scot/Strategies/OurHealthOurCareOurFuture/Pages/default.aspx

#### NHS Lothian’s Clinical Quality Approach – Quality Driving Improvement

This is a new way of approaching quality in NHS Lothian.  With this approach to service improvement we aim to deliver ‘high quality, safe and person-cantered care at the most affordable cost’. This acknowledges that every £1million of waste, unnecessary or inappropriate costs in one area of our system, denies us the opportunity to invest that £1million in another area of our system.

In all highly reliable healthcare organisations, it is clear that senior leadership commitment to the importance of the work, the introduction of consistent improvement methodology, the use of good quality data and building improvement capability within the workforce, are key to the successful delivery of improvement strategies.

To allow NHS Lothian to meet the needs of our population today and in the future, we need to build on the good work that is already being done to redesign services and create a whole organisation approach to quality improvement.

**Our Values and ways of working**

NHS Lothian is determined to improve the way their staff work so they have developed a set of common values and ways of working which they now need to turn into everyday reality - to the benefit of everyone working in the organisation and, most importantly, to the benefit of their patients.

**NHS Lothian – Our Values into Action:**

**Care and Compassion**

* We will demonstrate our compassion and caring through our actions and words
* We will take time to ensure each person feels listened to, secure, understood and is treated compassionately
* We will be visible, approachable and contribute to creating a calm and friendly atmosphere
* We will provide a safe and caring setting for patients and staff, and an efficient, effective and seamless care experience
* We will meet people’s needs for information and involvement in all care, treatment and support decisions.

**Dignity and Respect**

* We will be polite and courteous in our communications and actions
* We will demonstrate respect for dignity, choice, privacy and confidentiality
* We will recognise and value uniqueness and diversity
* We will be sincere, honest and constructive in giving, and open to receiving, feedback
* We will maintain a professional attitude and appearance.

**Quality**

* We will demonstrate a commitment to doing our best
* We will encourage and explore ideas for improvement and innovation
* We will seek out opportunities to enhance our skills and expertise
* We will work together to achieve high quality services
* We will use our knowledge and enthusiasm to implement positive change and overcome challenges.

**Teamwork**

* We will understand and value each other’s role and contribution
* We will be fair, thoughtful, welcoming and kind to colleagues
* We will offer support, advice and encouragement to others
* We will maximise each other’s potential and contribution through shared learning and development
* We will recognise, share and celebrate our successes, big and small.

**Openness, Honesty and Responsibility**

* We will build trust by displaying transparency and doing what we say we will do
* We will commit to doing what is right – even when challenged
* We will welcome feedback as a means of informing improvements
* We will use our resources and each other’s time efficiently and wisely
* We will maintain and enhance public confidence in our service
* We will be a positive role model.

Throughout the recruitment process candidates will need to demonstrate they meet all of Our Values.

Further information on our values into action can be found at

https://org.nhslothian.scot/OurValues/Pages/default.aspx

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| **Section 8: Terms and Conditions of Employment** |

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** | Consuiltant£91,474 - £121,549 |
| **HOURS OF WORK** | 40 HOURS PER WEEK |
| **SUPERANNUATION** | New entrants to NHS Lothian 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  |
| **GENERAL PROVISIONS** | You will be expected to work with local managers and professional colleagues in the efficient running of services and will share with Consultant 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 Lothian, 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 (up to 10% of salary) |
| **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, refuse an offer of appointment. Non NHS employees are not normally awarded travel expenses.  |
| **TOBACCO POLICY** | NHS Lothian 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 Lothian 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 NHS Lothian 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 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 Lothian. 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 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. |
| **NOTICE** | Employment is subject to three months’ notice on either side, subject to appeal against dismissal. |
| **PRINCIPAL BASE OF WORK** | You may be required to work at any of NHS Lothian’s sites as part of your role. |
| **SOCIAL MEDIA POLICY** | You are required to adhere to NHS Lothian’s Social Media policy, which highlights the importance of confidentiality, professionalism and acceptable behaviours when using social media. It sets out the organisation’s expectations to safeguard staff in their use of social media.  |

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| **Section 9: General Information for Candidates** |

**Data Protection Legislation**

During the course of our activities we will collect, store and process personal information about our prospective, current and former staff. The law determines how organisations can use personal information. For further information on the type of data that is handled, what the purpose is of processing the data and where and why we share data, please see the NHS Lothian Staff Privacy Notice, found at: NHS Lothian Staff Privacy Notice

For the purposes of this privacy notice, 'staff' includes applicants, employees, workers (including agency, casual and contracted staff), volunteers, trainees and those carrying out work experience.

**Counter Fraud**

NHS Lothian is under a duty to protect the public funds it administers, and to this end will use the information you have provided on your application form for the prevention and detection of fraud. It will also share this information with other bodies responsible for auditing or administering public funds for these purposes. More detail on this responsibility is on NHS Lothian intranet (Counter-Fraud and Theft page) and further information is available via Audit Scotland.

**References**

All jobs are only offered following receipt of three satisfactory written references. At least one reference must be from your current/most recent employer or your course tutor if you are currently a student. If you have not been employed or have been out of employment for a considerable period of time, you may give the name of someone who knows you well enough to confirm information given and to comment on your ability to do the job.

**Disclosure Scotland**

Where a Disclosure or Protection of Vulnerable Groups Check is deemed necessary for a post, the successful candidate will be required to undergo an appropriate check. Further details on the Recruitment of Ex-Offenders are available from the recruitment centre.

**Work Visa**

If you require a Work Visa, please seek further guidance on current immigration rules, which can be found on the UK Government Home Office website.

**Job Interview Guarantee Scheme**

As a Disability Symbol user, we recognise the contribution that 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.

**Overseas Registration and Qualifications**

NHS Lothian will check you have the necessary professional registration and qualifications for this role. You will need to provide an official translation of qualifications notarized by a solicitor of your overseas qualifications to be checked by the recruiting panel. Please ensure that this is available before applying for the post.

**Workforce Equality Monitoring**

NHS Lothian is committed to supporting and promoting dignity at work by creating an inclusive working environment. We believe that all staff should be able to fulfil their potential in a workplace free from discrimination and harassment where diverse skills, perspectives and backgrounds are valued.

In order to measure and monitor our performance as an equal opportunities’ employer, it is important that we collect, store and analyse data about staff. Personal, confidential information will be collected and used to help us to understand the make-up of our workforce that will enable us to make comparisons locally, regionally and nationally.

**Equal Opportunities Policy Statement**

NHS Lothian considers that it has an important role to play as a major employer and provider of services in Lothian. We are committed to encouraging equality and diversity among our workforce and seek to eliminate discrimination. The aim is for our workforce to be truly representative and for each employee to feel respected and able to give their best.

The objectives of its policy are that no person or employee receives less favourable treatment on the grounds of gender identity, gender expression, disability, marital status, age, race (including colour, nationality, ethnic or national origin), religion or belief, sexuality, responsibility for dependants, socio-economic status, political party or trade union membership or activity, HIV/AIDS status or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Our Equal Opportunities in Employment policy can be viewed on our careers website: https://careers.nhslothian.scot/equal-opportunities/

**NHS Scotland Application Process**

* The purpose of an application form is to help evidence that the applicant has all the requirements applicable to carry out the job applied for.
* It is essential to read both the job description and the person specification to gain a full understanding of what the job entails and the minimum criteria required.
* Please note for equal opportunity purposes NHS Lothian do not accept CV’s as a form of application.
* Your personal information will not be sent with the application for shortlisting. The application form will be identified by the candidate number only to ensure that no applicant will be unfairly discriminated against.
* Please complete all sections of the application form. Those sections that are not relevant please indicate ‘not applicable’, do not leave blank.
* Please visit https://apply.jobs.scot.nhs.uk for further details on how to apply.