

**WELCOME TO**

**NHS GREATER GLASGOW AND CLYDE**

**CANDIDATE INFORMATION PACK**

**Title: Consultant in Learning Disability Psychiatry**

**Location: East Dunbartonshire HSCP**

**Job Reference: 158597**

**Closing Date: 8th September 2023**

**Interview Date: 19th September 2023**



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**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**

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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 Laura Nicholson | Clinical Director for Learning Disability | Laura.Nicholson2@ggc.scot.nhs.uk | 0141 314 9235/9232 |

Applications are invited for this full time (10 sessions) post in NHS Greater Glasgow & Clyde which a new post is created as part of the expansion and reorganisation of learning disability psychiatry services across NHS Greater Glasgow & Clyde.

You will work with adults with learning disability, providing psychiatric input to a multidisciplinary team of specialist healthcare and social work professionals within East Dunbartonshire Health & Social Care Partnership and our board wide specialist learning disability inpatient service hosted by East Renfrewshire Health & Social Care Partnership. The post will be based with East Dunbartonshire Joint Learning Disability Team and will have additional responsibility for 6 assessment and treatment beds in Claythorn House in Gartnavel Royal Hospital. On-call responsibility will be contribution to the North Glasgow General Adult Psychiatry Consultant rota, typically 1 in 25.

NHS Greater Glasgow & Clyde serves a total population of 1.2 million and East Dunbartonshire HSCP a total population of 105 thousand. The board wide learning disability psychiatry team includes 12 other Consultants, 1 Academic, 1 Specialty Grade Doctor and trainees. The applicant will be actively involved in the further shaping and development of this service. In addition, there is an active CPD and medical audit programme within LD psychiatry that the applicant would be expected to attend and contribute to.

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.

*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. Applications from UK, EU and non-EU candidates will be welcomed.*

***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:**

**Job purpose**

The purpose of the post is to provide and cooperate with the development of a psychiatric service for adults with learning disability in the area of NHS Greater Glasgow & Clyde as part of an Integrated Team within a Health and Social Care Partnership. The post holder will work with people with learning disability and related developmental disabilities who also have mental ill health, behaviour that challenges or other mental health problems. Clinical activities include:

* 1. Assessing the mental disorders of adults with learning disability, giving diagnosis and prognosis to patients and relatives in a way they can best understand.
	2. Assessing capacity to consent and assessing risk.
	3. Supporting patients in treatment choices. Offering treatment, access to healthcare facilities, and follow-up.
	4. Taking medical responsibility for any allocated inpatients.
	5. Contributing to cover for emergencies and continuity of care.
	6. Fulfilling duties required by the Mental Health (Care & Treatment) (Scotland) Act 2003, the Adults with Incapacity (Scotland) Act 2000, and other statutory duties requiring a psychiatrist.
	7. Providing information, advice & support to families and carers.
	8. Team-working with multidisciplinary teams and independent care-providers. Giving medical leadership to the development of multi-agency working.

**Clinical Duties**

The role of NHS consultant in learning disability psychiatry is to provide psychiatric input to multidisciplinary teams of specialist healthcare professionals and staff of social work services departments within the area covered by the NHS Greater Glasgow & Clyde. Community-based work for this post will be with the multidisciplinary learning disability services of East Dunbartonshire Joint Learning Disability Team. Acute hospital liaison will be to local acute hospitals. This will involve working closely with all team members of the HSCP learning disability services and including the relevant managers.

The area covered by this post may be changed through the process of job planning with the Clinical Director, and by negotiation with other consultants, to ensure equitable coverage and workloads.

The appointee will be expected to deliver learning disability psychiatric services to this population in a variety of settings including patients’ homes, NHS facilities and HSCP premises.

The appointee will also be expected to cooperate with the development of specialist health services for people with learning disability in NHS Greater Glasgow & Clyde in accordance with plans agreed by NHS Greater Glasgow & Clyde and its partnership organisations.

**Clinical Services**

**Learning Disability Teams**

Mental health services for adults with learning disability in NHS GGC are expected to be configured using the tiered model described in the Scottish Executive report, “Promoting health, supporting inclusion”.

Clinical activities will include regular clinics held in the area of East Dunbartonshire, home visits (which will be joint with other team members until any setting has been assessed as safe for a lone worker), clinical reviews/care planning meetings, visits to local hospitals for liaison, and clinical discussions as part of individual care plans and for practice review and development.

**Inpatient Services**

Learning Disability Inpatient services (for Assessment & Treatment) associated with this post are accessed by referral to the bed management group. Eligibility for admission to each unit is based on clinical priorities across the service and therefore the patients of each consultant have equal access to inpatient facilities. The appointee will be expected to support inpatient teams with the care of any of their community patients admitted and particularly around discharge planning.

This post also includes inpatient responsibility for 6 beds within Claythorn House ward in Gartnavel Royal hospital, an assessment and treatment unit for adults with learning disability. You will act as RMO for 6 patients and work collaboratively with the inpatient multidisciplinary team to develop and implement treatment and discharge plans for those patients. Cross cover arrangements will be agreed with the one other Consultant colleague also providing clinical input to Claythorn House.

**Out-of-hours and emergency cover**

The appointee will be expected to take part in the combined psychiatry on-call rotas for NHS GGC. For this post it will be the North Glasgow Consultant on-call rota, which is typically 1 in 25 cover from home.

**Other clinical commitments**

Cover for emergency leave and to enable part-time working is provided by reciprocal agreement between the consultants in learning disability psychiatry in NHS GGC. The appointee will be expected to participate in these arrangements. This may include participating in internal arrangements to ensure continuity of availability of an Approved Medical Practitioner for the Mental Health (Care & Treatment) (Scotland) Act 2003 one ½ day weekly.

**The Learning Disability Division Medical Staffing Profile**

**Consultant staffing**

There are 12 other NHS Consultants in Learning Disability Psychiatry in the NHS GGC service as well as 1 University of Glasgow academic post with honorary consultant status. Additionally, Consultants in Forensic Learning Disability Psychiatry are employed through the Directorate of Forensic Mental Health, and a Consultant in Child and Adolescent Learning Disability Psychiatry is employed through the Children’s Directorate.

**Non-consultant Psychiatric Staff**

Arrangements for sessional time from Specialty Doctors are under negotiation. Sessions of LD specialty doctor support is NOT expected to be available for this post.

**Trainee psychiatrists**

There are four posts at CT2-3 and one at FY2 across NHS GGC Learning Disability Services. A core trainee may be allocated to this post. Once the Consultant is established, they may be allocated an infrequent Higher Trainee.

**Other medical staff**

The in-patient units all have enhanced primary care services provided by local GPs.

**Administrative Support.**

The appointee will have access to desk space and private office space, initially based at Kirkintilloch Health & Care Centre, where the secretarial support will also be based.

A system will be in place to ensure that the post holder can work safely in the community. This will include ensuring other clinical staff attend clinics; joint visits where the situation is not known to be safe for a lone worker; and a diary and notification system to ensure that a doctor working alone is known to return to a safe location after each visit.

The post holder will be provided with a mobile phone to ensure safe communication while in the community.

The post holder will be provided with a laptop and remote IT access to allow off site/agile/home working as agreed with the Clinical Director and Team Manager.

**Job Plan**

The appointee will, by agreement with the Clinical Director for Learning Disability, the Deputy Associate Medical Director for Mental Health, and the Director of Human Resources, have a defined job plan. The commitment of Programmed Activities is expected to be as follows:

|  |  |  |
| --- | --- | --- |
| **Duties** | **Details** | **Programmed Activities (PA)** |
| **Community-based** | Clinics and home visits(1 session allocated for initial caseload familiarisation)  | **4** |
|  | Unscheduled clinical contacts | **1** |
|  | Multidisciplinary teamwork/ care plan reviews | **1** |
| **Inpatients** |  | **3** |
| **Supporting Professional Activities** |  | **1** |
| **TOTAL** |  | **10** |

The one SPA will reflect activity such as appraisal, personal audit, local governance activities and professional development occurring outside study leave time.   Once the candidate has been appointed more SPA time may be agreed for activities such as undergraduate and postgraduate medical training which takes place outside direct clinical care, as well as research and/or management.  These activities must be specifically and clearly identified and be agreed with the candidate and desired by the department.

**Teaching**

**Undergraduate**

There is the opportunity for the appointee to contribute to the University of Glasgow’s medical undergraduate curriculum.

**Postgraduate**

The appointee will be expected to participate in the Learning Disability Psychiatry Division’s weekly academic programme.

**Continuing Professional Development**

The appointee will be encouraged to register for CPD with the Royal College of Psychiatrists and to use that framework to ensure the requirements for appraisal are met. CPD has a high profile in West of Scotland Psychiatry and a regular programme of activities is organised. The appointee will be expected to make use of these.

**Research**

Involvement in clinical research is encouraged. The appointee will have the opportunity to become involved in the University of Glasgow programme of research in learning disability.

**Clinical Governance**

**Practice Review & Development**

Multiagency systems for assuring the quality of clinical services continue to develop across NHS GGC. In the learning disability service, the focus of activity is through Practice Review Development Groups or Care Governance meetings that have been established in most HSCPs. The post holder will be expected to participate in the system for East Dunbartonshire HSCP.

**Medical Audit**

There is a well-established medical audit programme with monthly meetings. The appointee will be expected to play a full part.

**Management and medical advisory structure**

The post holder will be professionally accountable to the Clinical Director for Learning Disability (Dr Laura Nicholson), the Deputy Associate Medical Director for Mental Health (Dr Martin Culshaw) and the Medical Director of NHS GGC (Dr Jennifer Armstrong). The Clinical Director for Learning Disability will be responsible for agreeing the job plan and will be the professional line manager. Dr Nicholson will meet individually with the appointee during the period of induction and at an interval of no less than 3 months.

For service operation, the post will be responsible to the Community Learning Disability Team Manager and Inpatient Service Manager/General Manager.

The appointee will be a member of the Division of Learning Disability Psychiatry of NHS GGC, currently chaired by Dr Sarah Dodds. Division reports to the Psychiatric Advisory Committee and is the medical advisory structure for NHS GGC. The post holder will be expected to participate in the monthly meetings of Division

**Appraisal**

NHS GGC has established a system of appraisal for consultant psychiatrists, in keeping with national guidance, to ensure that a portfolio for revalidation is maintained. The appointee will be expected to participate. The name of the appraiser for this post will be identified soon after appointment is made. In addition, Mental Health services operate a Peer Review Support system (which enables compliance with the CPD requirements of RCPsych) and the post holder will be expected to take part in this process.

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|  | Essential | Desirable |
| Qualifications | * Medical degree (MBChB or equivalent)
* Registered and licensed by GMC
* MRCPsych or FRCPsych (equivalent only acceptable if confirmed by RCPsych)
* Listed on GMC specialist register for psychiatry of learning disability (or Certificate of Completion of Training achieved by the time of commencing in post)
 | * Additional relevant qualification such as MSc, MPhil, MD or PhD
 |
| Knowledge & understanding | * Specialist knowledge about mental disorders and developmental disabilities
* Knowledge of epilepsy, with expertise to clinically manage patients with epilepsy
* Knowledge of service organisation
* Understanding of principles of clinical governance
 | * Knowledge of range of service systems and their relative merits
* Advanced knowledge of a relevant aspect of the specialty
 |
| Abilities & skills | * Ability to apply knowledge to clinical practice and service development
* Ability to diagnose and treat mental illness in people with learning disabilities
* Ability to apply service procedures (such as Care Programme Approach) and mental health law.
* Ability to make good medical notes
* Good communication skills, suitable for patient group and for liaising with other professionals
* Ability to work effectively in a multidisciplinary team
* Ability to teach and coach junior medical staff, medical students and other disciplines
* Computer literacy (basic word processing, email and internet use)
 | * Advanced skills in clinical assessment and treatment of patients with learning disabilities
* Competence in application of specialist treatment methods with people with learning disability, such as psychotherapy, family therapy, rehabilitation of offenders, etc.
* Excellence in communication, showing competence in advanced techniques (such as using interpreters, communication supports (eg Talking Mats) signing, or non-verbal methods)
* Analytical approach to problems
* Evidence of potential to develop specialty skills
* Advanced computer skills (statistics package, database, spreadsheet)
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| Motivation | * Commitment to evidence-based practice
* Commitment to lifelong learning
* Commitment to clinical governance
* Ability to organise own learning and time
 | * Enthusiasm
* Punctuality
* Initiative (for example, evidence of initiative in a clinical governance project)
 |
| Personality & attitudes | * Honesty
* Reliability
* Flexibility
* Ability to undertake responsibility
* Ability to cope calmly with stressful situations
* Ability to work with other consultants in the service
* Demonstrates medical leadership
 |  |
| Experience | * Some experience of delivering a mental health service for people with learning disability
* Experience of leading a multidisciplinary team
* Evidence of participation in clinical governance activities, including medical audit
 | * Experience in full-time clinical research
* Experience of working in more than one model of health service for people with learning disability
* Experience of leading a clinical governance activity
* Publications
* Presentations
 |
| Other requirements | * Satisfactory fitness for employment
* Ability to travel to and from office base to sites of other clinical responsibilities
 | * Independently mobile (car driver)
 |

**Section 3:**

**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***

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

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*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***

*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.*

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/**