

**JOB TITLE: Consultant in Palliative Medicine**

**JOB REFERENCE: CG 2732 JOBTRAIN REFERENCE: 161387**

**CLOSING DATE: 8 September 2023 INTERVIEW DATE 26 September 2023**

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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** |

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| **REQUIREMENTS** | **ESSENTIAL** | **DESIRABLE** |
| **Qualifications and Training** | GMC-registered medical practitioner with a licence to practiseHigher medical qualification: MRCP, MRCGP, FRCA or equivalentBe on, or be eligible for inclusion on within 6 months, the GMC Specialist Register in Palliative Medicine. | Additional post-graduate qualifications, e.g. MD/ PhD/ MScManagement course / quality improvement training or qualificationsPostgraduate education qualification e.g.PG Cert |
| **Experience** | Experience in palliative care for people with cancer and non-cancer conditions.Proven ability to manage patients with complex physical, psychological and social problems effectivelyExperience of offering palliative medicine advice to other professionals/ teams delivering high quality general palliative care in hospital and community settingsI.T. skills: familiar with use of computerised Patient Information Management Systems, common office applications (e.g. Word) and use of email (e.g. Outlook).Proven commitment to building relationships with colleagues in primary and secondary care. | Evidence of an ability to support advanced practitioners from other professional groups in developing new skillsProven experience ofsenior medical management of a clinical area or other clinical management activitiesExperience of working at senior level within hospital palliative medicine  |

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| **Ability** | Ability to take full responsibility for independent management of patients |  |
| **Academic Achievements** | Evidence of supporting research activity or involvement in trials or other studies relevant to palliative care | Evidence of poster or oral presentations at national or international meetingsEvidence of research activity and publications in peer reviewed journalsGood Clinical Practice certificate |
| **Teaching and Audit** | Teaching experience including formal and informal teaching and training of multiprofessional groups.Participation in audit projects and quality improvements initiativesEvidence of commitment to developing and applying the palliative care evidence base. | Experience in designing and effecting audit and quality improvement programmesExperience in planning and delivery of medical education for undergraduate students and qualified doctors related to palliative careGMC Recognition of Trainer |
| **Motivation** | Evidence of commitment to:holistic, person-centred carecontinuous professional development and life-long learningeffective and efficient use of resources | Motivated to develop and deliver high quality services for patients and families that respect their individual needs and preferences |
| **Personal Qualities** | Empathy, understanding, listening skills, patience.Able to change and adapt, respond to changing circumstances. Ability to cope with setbacks or pressure.Honesty, integrity, appreciation of ethical dilemmas.Punctuality, attendance, sense of responsibility. | Ability to recognise personal limitations and manage work related stress |
| **Team Working** | Demonstrate effective inter-professional working. Proven ability to work within a multidisciplinary team.Ability to organise time efficiently and effectivelyExcellent written and spoken communication skills, enthusiasm and approachability. | Ability to motivate colleaguesEvidence of previous leadership, managerial training and experience relevant to multidisciplinary team work and hospital palliative care |
| Circumstances of Job | May be required to work at any of NHS Lothian hospital sitesWill be joining the Lothian consultant group made up of NHS Lothian, University of Edinburgh, St Columba’s Hospice and Marie Curie Hospice staff and bound by the Pan Lothian Palliative Care Consultant Agreement |  |

Where appropriate, reasonable adjustments to these criteria will be considered to accommodate personal circumstances such as disabilities.

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

**Job Title: Consultant in Palliative Medicine**

**Department: NHS Lothian Hospital Palliative Care Service**

**Base: Primary Base at St John’s Hospital, West Lothian.**

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

**Post Summary:**

**This is a substantive Palliative Medicine Consultant post (6PAs) to provide senior medical support and leadership within the NHS Lothian Hospital Palliative Care Service, primarily based at St John’s Hospital but the post holder could be expected to work at any of the NHS Lothian Hospital sites. There is an on-call commitment covering all palliative care patients in Lothian and the Borders. The on-call rota is shared with the other Lothian consultants in Palliative Medicine. The consultants are 2nd on-call for the hospices but usually 1st on call for giving advice to other areas.**

The post holder will provide a visible, accessible and dependable presence within the specialist Hospital Palliative Care Service to whom staff, patients and their families can turn to for expert advice and support.

The role also involves participation in the training and educational work of the specialist services, postgraduate teaching programmes and clinical supervision of junior medical staff (with specific emphasis on palliative medicine teaching for Internal Medicine Trainees (IMTs)), undergraduate teaching programmes, specialty trainees and involvement in the management, quality improvement, clinical governance, research and development roles of the service.

Applicants must be fully registered with the GMC and hold a License to Practice and be on the GMC Specialist Register in Palliative Medicine or be eligible for inclusion on within 6 months.The post holder will be granted Honorary status as a Consultant at St Columba’s Hospice, Edinburgh and Marie Curie Hospice, Edinburgh and NHS Borders to facilitate on-call commitment.

The appointee will have access to secretarial support, IT facilities and office accommodation

The main aspects of the role will include:

* Provision of high quality, flexible and responsive palliative medicine to patients, families and carers, who have complex pain, symptom, spiritual or psychosocial needs which require specialist palliative care interventions
* To provide medical support and guidance to the multidisciplinary palliative care teams within the acute hospital setting
* To contribute to the out of hours palliative medicine on call service
* Participation in and leadership of teaching and educational activities (students, health care professional colleagues, patients and families)
* Lead, implement and support clinical governance and quality improvement activities, implementation of best practice statements, Realistic Medicine and the National Framework for Palliative Care
* Contribution to service development in line with local and national strategies
* Working with colleagues to raise the profile of palliative medicine in the care of patients with all life-limiting illnesses

The job plan consists of:

* 6 PAs, 5 of which will be for direct clinical care, 1 of which will be for supporting professional activities including teaching, audit, CPD, management, attendance at meetings.
* Precise allocation of SPA time and associated objectives will be agreed with the successful applicant and will be reviewed at annual job planning.
* The post is subject to an on-call availability allowance which will be confirmed and agreed at your annual job plan review meeting. Currently there are 12.5 WTE colleagues who contribute to this rota. The post holder will work a fulltime slot on the oncall rota.

The post holder may be required to work flexibly across NHS Lothian in line with service requirements and therefore may be required to work at any of NHS Lothian’s hospital sites.

Opportunities exist for the post holder to develop links with two well established palliative care research teams and the University of Edinburgh.

This job description is not exhaustive and will be accompanied by an agreed prospective job plan for the position of Consultant in Palliative Medicine, which will be reviewed at least annually through the formal job planning process.

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

**NHS Lothian**

NHS Lothian is the parent health board of Edinburgh Cancer Centre. NHS Lothian provides a comprehensive range of primary, community-based and acute hospital services for the populations of Edinburgh, Midlothian, East Lothian and West Lothian. NHS Lothian provides services for the second largest residential population in Scotland - circa 850,000 people. It employs approximately 24,000 staff. Ms Tracey Gillies is Medical Director.

The NHS Board determines strategy, allocates resources and provides governance across the health system. Services are delivered by Lothian University hospitals division, the Royal Edinburgh Hospital and Associated Mental Health Services, 4 community health (and care) partnerships (CH(C)Ps) in City of Edinburgh, West Lothian, East Lothian and Midlothian, and a Public Health directorate

**Lothian Acute Hospital Services**

The Acute Hospital Services provides a full range of secondary and tertiary clinical services to the populations of Edinburgh, Midlothian, East Lothian and West Lothian. The Division is one of the major research and teaching centres in the United Kingdom and has a significant workload as a regional and national centre. The NHS Lothian Hospital Palliative Care Service sits within Cancer Services. The Associate Medical Director is Dr Colette Reid.

Major hospitals in NHS Lothian and relevant to this post are:

St John’s Hospital, Livingston

The Western General Hospital, Edinburgh

The Royal Infirmary of Edinburgh

**St John’s Hospital** is in Livingston; about 30 minutes away from Edinburgh and is the region’s major elective centre. St John’s provides for most common specialties but does not have emergency general surgery or orthopaedic trauma operating. The hospital hosts a satellite day-unit of Edinburgh Cancer Centre, is home to the regional Burns and Plastic Surgery unit for SE Scotland, and Oral and Maxillofacial Surgery.

The **Western General Hospital** (WGH) is home to Edinburgh Cancer Centre and is the region’s designated Cancer Campus. WGH has 600 beds and 5 operating theatres and is equipped with modern theatre and critical care equipment and monitoring. WGH accommodates the following NHS departments:

* Clinical Oncology
* Medical Oncology
* Haematological Oncology
* Urology and Scottish Lithotriptor Centre
* Colorectal Surgery
* Breast Surgery
* Gastro-Intestinal disease
* Rheumatology
* Infectious Diseases
* Dermatology (Inpatient)
* Medicine of the Elderly/Stroke Medicine
* Respiratory Medicine

**Edinburgh Cancer Centre** (ECC) is internationally recognised for the quality of its cancer services. The Centre’s strategic aim is to achieve excellence in cancer treatment, data driven innovation, and enabling research into the development of improved methods of prevention, diagnosis, and treatment of cancer.

The specialist centre is co-located with the University of Edinburgh Institute of Genetics and Cancer and constitutes a centre of excellence for research and development, education, treatment, and care in cancer.

As a leading Cancer Centre, we have close working relationships with many Cancer Units and other Centres across Scotland, the UK, and internationally. Predominantly workload is from Southeast Scotland and the five NHS Boards we serve as part of our core catchment area of 1.7 million patients. Edinburgh Cancer Centre provides supra-regional and national services for rare cancers, stereotactic radiotherapy, brachytherapy, cellular therapies, robotic surgery, and early phase clinical trials.

Edinburgh Cancer Centre’s primary base is the region’s specialist centre in Edinburgh. This is situated alongside the University of Edinburgh’s Institute of Genetics and Cancer on the Western General Hospital site. A range of general and specialist medical and surgical specialties are also based on this site, however the site is the designated ‘Cancer Campus’ for South East Scotland. ECC also has 3 satellite units and outreach services operating across 12 hospital sites and 5 NHS boards.

The specialist centre has 89 inpatient beds, a large Cancer Assessment Unit and Outpatients Department, a new Cellular Therapies Unit, two large day treatment units for Oncology and Haematology, a Teenagers and Young Adults unit, a new Clinical Trials Facility which is home to Southeast Scotland’s Cancer Research Network, a new Cancer Data Centre, and conferencing facilities.

ECC sees over 5000 new patients each year and has invested approximately £50m in new facilities and state of the art equipment in the past three years to keep pace with demand. We are currently developing plans to be presented to the Scottish Government for a new world class centre to be provided on this site within 10 years.

ECC also supports a range of junior doctor training programmes and provides core training across a wide range of tumours in Clinical and Medical Oncology and Surgery (including gynaecological cancer, gastro-intestinal cancer, breast cancer, sarcoma and melanoma).

Specialist treatment is provided for all cancers within the framework of site-specific multidisciplinary teams.

In addition to Edinburgh Cancer Centre, WGH has Medical and Surgical Assessment Units, which accept GP referrals and 999 ambulance medical and surgical cases on a zoned basis within the city, and a nurse led Minor Injuries Unit. There is no trauma unit at this hospital. There are full supporting diagnostic services (including CT, MR, Ultrasound and NM).

In addition to Edinburgh Cancer Centre, WGH has Medical and Surgical Assessment Units, which accept GP referrals and 999 ambulance medical and surgical cases on a zoned basis within the city, and a nurse led Minor Injuries Unit. There is no trauma unit at this hospital. There are full supporting diagnostic services (including CT, MR, Ultrasound and NM).

The **Royal Infirmary** (RIE) is a major teaching hospital on a green field site in the South East of the city. It is South East Scotland’s designated Major Trauma Centre. The site includes 25 wards, 869 beds, and 24 operating theatres, and is equipped with modern theatre and critical care. The hospital provides a wide range of services but patients requiring specialist Cancer Services are directed to Edinburgh Cancer Centre.

**NHS Lothian Hospital Palliative Care Service.**

The NHS Lothian Hospital Palliative Care Service consists of three teams that work collaboratively to provide a palliative care advisory service for patients in the three acute hospitals (Royal Infirmary of Edinburgh, Western General Hospital and St John’s Hospital).

Each team has one or two part-time/ full time Palliative Medicine Consultants, a lead clinical nurse specialist, one or more additional clinical nurse specialists and a team secretary/administrator. There is also a Lead Nurse (Band 8) for Acute Palliative Care Services. Some of the teams have additional allied health professionals (pharmacy, social work etc). The RIE and WGH services are training sites for the South East Scotland Palliative Medicine training program and so will at times have Specialty Trainees attached to the teams.

The palliative care service operates Monday to Friday between 9-5pm and each team has similar referral and operating procedures and strives to provide a service which is responsive to local needs. The clinical services within each site determine the different patient populations that each team support. For example, the RIE team sees greater non-malignant disease and multi-morbidity in keeping with having a large acute medical receiving unit and the tertiary renal and liver units, and the WGH has more cancer referrals in keeping with the presence of the regional cancer centre. The team at RIE also help run the Interventional Cancer Pain service alongside the Chronic Pain Anaesthetists. This involves coordinating referrals for consideration of interventional pain techniques and performing intrathecal refills on a monthly basis.

In the last year the teams collectively received over 2900 referrals, and they regularly make over 19,000 visits and other contacts in supporting the patient/carer and staff.

There are no designated, specialist palliative care beds in any of the hospitals and the hospital palliative care services work closely with the two Edinburgh hospices (Marie Curie Hospice, Edinburgh and St Columba’s Hospice) and the community palliative care teams (Marie Curie -South Edinburgh/ Midlothian, West Lothian; St Columba’s -North Edinburgh, East Lothian.

More information about Specialist Palliative Care Services in Lothian can be found at http://intranet.lothian.scot.nhs.uk/NHSLothian/Healthcare/A-Z/PalliativeCare/specialistpalliativecareservicesinlothian/Pages/specialistpalliativecareservicesinlothian.aspx

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

**Clinical:**

* Be an effective senior member of the multi-disciplinary hospital palliative care team and provide specialist palliative medicine advice for hospital patients, their families and carers who have complex pain, symptom, spiritual and psychological needs or with whom care planning and shared decision-making are complex which require specialist palliative care interventions
* Support the clinical teams within the hospital in the provision of high quality palliative care by addressing the patients’ priorities for care, supporting complex decision-making and anticipatory planning, and liaising with other services
* Provide medical support and clinical leadership within the multi-disciplinary hospital palliative team
* In conjunction with the other members of the consultant team, supervise the clinical care provided by junior medical staff working within the palliative care service.
* Promote and support effective team working within the hospital team, and more widely within the Lothian Palliative Medicine consultant group and other specialist palliative care services
* Act as a resource for health care professionals in providing essential specialist knowledge and clinical advice
* Engagement with the weekly Pan-Lothian Palliative Medicine consultant clinical teleconference as a forum to discuss challenging patient issues and provide peer support and feedback.
* Maintain interventional pain mandatory training competencies on a yearly basis in order to provide support for these patients when on-call.
* Take responsibility for the interpretation and implementation of national and local policies and guidelines within the clinical arena
* Provide prospective cover of annual, professional or study leave of other Consultant colleagues in the NHS Lothian Hospital Palliative Care team

**Out of Hours Commitments:**

* Participate in the on-call consultant rota to provide specialist palliative care telephone advice for hospice, hospital and community patients in the NHS Lothian and NHS Borders areas. Provide on-call support for cancer patients with intrathecal pump delivery systems in the region, this may involve phone advice or attendance in hospital on occasion.
* The rota is shared with the other consultants in Palliative Medicine.
* The post is subject to an on-call availability allowance which will be confirmed and agreed, as part of the annual job plan review meeting. Currently there are 12.5WTE colleagues who contribute to this rota. The post holder will work a fulltime slot on the on-call rota.
* An average of one hour per week for DCC is currently allocated to on call work in job plans and will be job planned within DCC time. This is subject to change and is based on audit of oncall hours.

**Location:**

* It is anticipated the principal base of work will be Hospital Palliative Care team at St John’s Hospital
* As part of your role, you may be required to work at any of NHS Lothian’s hospital 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
* Take a lead in overseeing the Palliative Medicine training of IMTs that rotate within their ICU block at St John’s Hospital.
* Identify and respond to the specialist palliative care educational needs and requirements of both health and social care professional colleagues
* Provide clinical teaching as part of everyday working within multi-professional teams
* Engage with formal education sessions, presentations, group teaching with medical students, junior doctors, trainees from other disciplines, acute and primary care staff and other health and social care professionals
* In conjunction with the other members of the consultant team, ensure that there are systems in place to ensure the effective review of the development of all junior medical staff.
* As a major teaching and research contributor, NHS Lothian would normally expect the successful candidate to take on undergraduate education, clinical or educational supervision of trainee medical staff, research and other activities. Precise allocation of the SPA time will be agreed with the successful applicant and will be reviewed at annual job planning.

**Medical Staff Management:**

* To ensure that adequate systems and procedures are in place to control and monitor leave for junior medical staff attached to the palliative care service and to ensure that there is appropriate cover within the clinical areas, including on-call commitments.
* Alongside the other NHS Palliative Medicine Consultants provide consultant clinical cover to the hospital palliative care teams to cover consultant leave.
* To participate in the recruitment of junior medical staff as and when required
* To participate in team objective setting as part of the annual job planning process

**Governance:**

* Lead and support continuous quality improvement of specialist and generalist practice.
* Participate in clinical audit, incident reporting and analysis and to ensure resulting actions are implemented
* Support the development and implementation of guidelines, policies and service-level initiatives to improve the delivery of generalist and specialist palliative care within the acute hospital services and across Lothian in collaboration with other services and providers
* Keep fully informed about best practice in the specialty areas and ensure implications for practice changes are discussed with the service leads
* Role model good practice for infection control to all members of the multidisciplinary team
* Contribute to the implementation of local and national strategy and directives
* Ensure clinical guidelines and protocols are adhered to by doctors in training and updated on a regular basis
* Promote evidence based practice, respond to external guidance and to change own practice and others’ practice in response to new clinical developments and organisational priorities

**Strategy and Business Planning:**

* To participate in the clinical and non-clinical objective setting process for the palliative care services and other related services as required.

**Leadership and Team Working:**

* Deliver effective and open medical leadership which supports and develops a motivated and integrated multidisciplinary team
* To work collaboratively with all members of the hospital palliative care team and the- wider Pan Lothian Consultant Medicine group
* Promote an open and honest culture which reflects a ‘can do’ attitude
* To resolve conflict and difficult situations through negotiation and discussion, involving appropriate parties
* Attend external meetings (including regional and national) as agreed with the line manager; attend internal meetings appropriate to the post
* To participate in local palliative care strategy groups and networks to contribute to the delivery and development of high quality palliative and end of life care.
* To demonstrate excellent leadership skills with regard to individual performance, clinical teams and NHS Lothian and when participating in national or local initiatives
* Adhere to NHS Lothian and departmental guidelines on leave including reporting absence

**Appraisal and Revalidation:**

* The post-holder will be expected to maintain the requirements for continuing professional development (as indicated by the Royal College of Physicians) by engaging with the annual appraisal and five yearly medical revalidation process.

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| **Section 5: NHS Lothian – Indicative Job Plan** |

**Post:** Consultant in Palliative Medicine

**Specialty:** Palliative Medicine – Hospital Palliative Care Team

**Principal Place of Work:** St John’s Hospital

**Contract:** Part-time (6 PAs)

**Availability Supplement:** To be confirmed and agreed at Job Planning

**Out-of-hours:** Commitment to Pan-Lothian Consultant on-call rota. Currently 12.5 WTE colleagues contribute to this rota.

**Managerially responsible to:** Dr Abi Walton,Clinical Director for Palliative Care

**Timetables of activities that have a specific location and time:**

**Indicative Job Plan**

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| **DAY** | **TIME** | **TYPE OF WORK** | **DCC** | **SPA** | **EPA** |
| **Monday****St John’s Hospital** | 9-1 1-5 | Hospital Palliative Care Team (HPCT) handover and ward reviewsSPA(Monthly NHS Lothian palliative medicine consultant meetings) | 4 | 4 |  |
| **Tuesday** |  | NWD |  |  |  |
| **Wednesday****St John’s Hospital** | 9-1212-1 | Ward reviewsPan Lothian Consultant Teleconference | 4 |  |  |
| 1-5 | Review of new and current ward patientsClinical admin – referrals/telephone calls etc. | 4 |  |  |
| **Thursday****St John’** | 9-11-5 | Ward reviews/ referralsReview of new and current ward patientsClinical admin – referrals/ telephone calls | 8 |  |  |
| **Friday** |  | NWD |  |  |  |
| **Sat/Sun** |  | On call commitment is equivalent to 1 hour of DCC per week.Job planned within DCC time. | 1 |  |  |
| **Total** |  |  | 20 | 4 |  |

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

the Clinical Lead.

NHS Lothian initially allocates all consultants 10 Pas WTE made up of 9 PAs in Direct Clinical Care (DCC) and 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 normally expect to allocate additional SPA time for activities to do with undergraduate education, educational supervision of trainee medical staff, research and other activities. 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.

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| **Section 6: Contact Information** |

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

Dr Abi Walton, Clinical Director, NHS Lothian. Abigail.walton@nhslothian.scot.nhs.uk. PA Lauren Smith Tel 0131 536 3620

Dr Colette Reid, AMD Cancer Services, Consultant in Palliative Medicine, Western General Hospital, NHS Lothian. PA Louise Sinclair 0131 537 1974

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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** | Consultant£91,474 - £121,548 |
| **HOURS OF WORK** | 24 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.