

**JOB TITLE: Specialty Doctor in Medical Microbiology**

**JOB REFERENCE: JOBTRAIN REFERENCE: 168794**

**CLOSING DATE: 12 November 2023 INTERVIEW DATE: TBC**

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**Unfortunately 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.**  |

All NHS Scotland and NHS Lothian Medical vacancies are advertised on our medical jobs microsite: www.medicaljobs.scot.nhs.uk

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** | Full GMC Registration with License to practice or be eligible for immediate application to register with the GMC. | Additional post-graduate qualifications, e.g. MD/ PhD/MScFRCPath part 1 or equivalent qualificationMRCP (or equivalent, for applicants with CCT Medical Microbiology only) |
| **Experience** | Have completed at least 4 years’ medical work (either continuous period or on a part-time or flexible basis) with a min of 2 years in microbiology or an infection specialty.Broad-based Medical Microbiology experience | Experience in Infectious Diseases |
| **Ability** | Commitment to team workingAbility to organise time efficiently and effectivelyEffective communication skills with patients and colleagues | Leadership skillsOrganisational skillsVision and ability to plan ahead |
| **Academic Achievements** | Presentations (posters or oral) at national or international meetings  | Evidence of research and publications in peer reviewed journalsSuccessful grant applications |
| **Teaching and Audit** | Evidence of commitment to:clinical auditHaving an interest in teaching, training and research |  |
| **Motivation** | Evidence of commitment to:patient-focused carecontinuous professional development and life-long learningeffective and efficient use of resources |  |
| **Team Working** | Ability to work in a team with colleagues in own and other disciplinesWillingness to work flexibly as part of a team.Ability to organise time efficiently and effectivelyReliabilityExcellent communication skills | Ability to motivate colleaguesEvidence of previous managerial training and experience |

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

**Job Title:** Specialty Doctor in Medical Microbiology

**Department:** Medical Microbiology

**Base:** The Royal Infirmary of Edinburgh

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

**Post Summary:** Applications are invited from registered medical practitioners for the post of Specialty Doctor in Medical Microbiology. The post holder may be expected to discharge their duties at other sites, e.g. the Western General Hospital or St John’s Hospital, Livingston from time to time. Facilities for remote or off-site working will be provided as appropriate.

The post holder will have a high degree of support from colleagues including consultants, specialty trainees and biomedical scientists.

The post also offers an opportunity for those seeking to pursue adding to their portfolio leading up to specialist registrar by CESR.

This is a replacement 10 programmed activity post available immediately.

Applicants wishing to work less than full-time are welcome to apply.

*The main objectives of the post are*:

* Provision of a clinical, laboratory diagnostic and consultative microbiology and Infection service
* To work with colleagues in the NHS Lothian infection service and actively contribute to integrating infection services and streamlining work across Lothian with colleagues in Microbiology & Virology, Infectious Diseases and Infection Prevention and Control, in line with national changes in training and service provision.
* Contribution to teaching/training, audit and managerial responsibilities as appropriate to experience.

Applicants should a minimum of 4 years’ medical work (either continuously or as part-time) since obtaining a primary medical qualification. A min of 2 years of this should have been in either medical microbiology or an infection specialty.

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

1. **NHS LOTHIAN MICROBIOLOGY SERVICE**

Microbiology Laboratory services in Lothian are currently delivered from two sites: the Royal Infirmary of Edinburgh and St John’s Hospital. Since 2004, the Department of Laboratory Medicine has been run as an integrated service that includes Medical Microbiology/Virology, Haematology/ Biochemistry, Pathology and Genetics. The Clinical Director for Laboratory Medicine is Dr Ingo Johannessen, who is a Virologist.

**Medical Microbiology**

Medical Microbiology provides services to all the hospitals in Lothian, to general practitioners and primary care facilities throughout the Lothian region (population ~775,000) and a workload of 505,000 samples through the laboratory at RIE and 144,000 through the laboratory at St John’s hospital. The laboratories also provide specialised and reference services to users throughout Scotland (population ~ five million).

As well as a full range of microbiological and virological services, the directorate houses four Scottish National Reference Laboratories (funded by NHS National Services Scotland, NSS) for *E. coli* O157, Bacterial sexually transmitted infections, Mycobacteria, and Human Papilloma Virus, and also provides a Blood-borne Viruses reference service jointly with Glasgow. In December 2014 NHSL-initiated the Viral Haemorrhagic Fever testing service for Scotland.

Microbiology services are currently provided from two laboratory sites, the main base being the integrated laboratories at the RIE. RIE provides a 24/7 service. St John’s Hospital has a Bacteriology laboratory that provides a 7 day per week daytime service. The BD Kiestra automation is based at the RIE site. The consultant microbiology staff support the Scottish National Blood Transfusion Service (SNBTS) Tissue service provided by the RIE laboratory.

St John’s Hospital (SJH) is a major centre for head and neck surgery including ENT and maxillofacial surgery, burns and plastic surgery including hand surgery, day surgery, obstetrics, gynaecology, paediatrics, Emergency Medicine, Critical Care, General Medicine, Medicine of the Elderly, Psychiatry, OPAT, haematology and oncology.

The Royal Infirmary of Edinburgh, at Little France site, houses general surgery and transplant medicine (liver, renal, kidney pancreas, islet cell), critical care, orthopaedics, vascular surgery, cardiothoracics, upper GI, Hepatobiliary and Respiratory medicine including the regional TB service. The Department of Clinical Neurosciences and the Royal Hospital for Children and Young People are also located at the Little France site.

The Western General Hospital site accommodates adult haematology, oncology in the Edinburgh Cancer Centre, rheumatology, urology, lower GI surgery, respiratory including CF, critical care, acute medicine and medicine of the elderly.

**Antimicrobial Stewardship and the Lothian Antimicrobial Management Team**

Dr Simon Dewar, consultant microbiologist, is currently the clinical lead for the AMT which is physically based RIDU. It has responsibility for the safe and effective use of antibiotics across NHS Lothian. The AMT has a wide remit ranging remit, including the supervision of inpatient antibiotic use, surgical prophylaxis and primary care antibiotic prescribing. The team is developing a robust antimicrobial stewardship programme across all sites. The AMT has 2 FTE pharmacists and specialist nurse as part of the team. It uses the Scottish SAPG Antimicrobial Companion app to house guidelines.

**Consultant Staff**

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| Dr Simon Dewar | Consultant MicrobiologistLead for Antimicrobial Management Team |
| Dr Michelle Etherson | Consultant Microbiologist |
| Dr Naomi Gadsby | Consultant Clinical ScientistHead of Specialty |
| Dr Naomi Henderson | Consultant Microbiologist |
| Dr Donald Inverarity | Consultant MicrobiologistLead Infection Control Doctor |
| Dr Pota Kalima | Consultant Microbiologist |
| Dr Ian Laurenson | Consultant Microbiologist |
| Dr Olga Moncayo | Consultant Microbiologist |
| Dr Ewan Olson | Consultant Microbiologist |
| Dr Surabhi Taori | Consultant MicrobiologistLead Trainer |

1. **INFECTION PREVENTION & CONTROL**

Ms Lindsay Guthrie is the Associate Director, Infection Prevention and Control for NHS Lothian. There is a team of infection Prevention and Control (IPC) Nurses working in four geographic teams each with a Lead IPCN: Ms Rona Broom and Ms Carol Calder are Lead IPC Nurses. There are four geographical teams each with a lead IPCN which cover all of Lothian. Other staff include a lead for Healthcare-Associated Infection (HAI) SCRIBE, a Hand-hygiene and HAI Patient Safety Coordinator.

Dr Donald Inverarity is the Lead Infection Control Doctor and also acts as a coordinator, delegating agreed tasks to others and representing Lothian in the Scottish Infection Control Network

1. **REGIONAL INFECTIOUS DISEASE UNIT (RIDU)**

**Physical environment**

The Regional Infectious Disease Unit (RIDU) is based at the Western General Hospital. It has inpatient (2 dedicated wards) and dedicated outpatient facilities.

**Specific areas of the service include**

* **HIV:** NHS Lothian currently provides care to 1300 people living with HIV. RIDU provides ongoing care to approximately 700 patients with the remainder attending Chalmers Sexual Heath Centre with whom we enjoy close cooperation. We provide inpatient services to all HIV patients for HIV/AIDS related problems when required.
* **Hepatitis C:** A predominantly nurse led service has established nurse-led assessment and treatment clinics, with an active programme of outreach to local agencies working with drug users and to Saughton and Addiewell prisons.
* **Hepatitis B:** an active HBV service with specialist nurse and medical outpatient clinical appointments provides care for approx 300 patients p.a.
* **Outpatient antibiotic therapy (OPAT)**The department provides a full time OPAT service with 8.6 specialist nurses across both WGH and St John’s Hospital.  A further spoke is soon to open in East Lothian Community Hospital. OPAT runs a 7 day a week service and accepts referrals from across NHS Lothian, including direct from the community.  We see approximately 900 new referrals per annum.  The clinic is nurse led with oversight from two ID consultants and a GP with special interest in Infectious Diseases.
* **Infection Consult Service:** Infectious disease and microbiology consultants contribute to the infection consult service. This provides an infection liaison service across RIE/WGH sites and incorporates a site-based model for the provision of infection advice to clinical teams. The infection consult service offers bedside reviews and follow up reviews as required to all specialist and general medical and surgical areas.
* **Antibiotic stewardship and the Antimicrobial Management Team.** Dr Simon Dewar (consultant microbiologist) is currently clinical lead for the AMT which is physically based and managed by infectious diseases and has responsibility for the safe and effective use of antibiotics across NHS Lothian. The antimicrobial management team have 2 FTE pharmacists and specialist nurse as part of the team. The AMT use the SAPG Antimicrobial Companion app to house guidance and are represented at the Scottish Antibiotic Prescribing Group.
* **Tropical and travel medicine:** frequent referrals patients with proven or suspected tropical infections are seen in RIDU, we function as a referral centre for SE Scotland. Our travel health clinic is one of the largest NHS travel clinics in the UK with a hub and spoke approach providing a service for the entire NHS Lothian.

**Clinical Infection Research Group**

The department has strong academic links with the University of Edinburgh Centre for Infection Medicine under the direction of Professor David Dockrell. We have recently established the Clinical Infection Research Group led by Dr Meghan Perry to promote and support clinicians involved in research. We have dedicated research nurse support for this group and will actively support applicants keen to explore opportunities for research.

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

**Clinical Microbiology:**

An opportunity has arisen for a full time (10 PAs) Speciality Doctor in Medical microbiology. The appointee will work with Consultant and Specialty Doctor colleagues, as well as Senior Biochemical Scientists, becoming a key member of the senior team in delivering microbiology services across Lothian, supporting excellence in laboratory, antimicrobial stewardship and infection prevention and control practices.

The base site is the Royal Infirmary of Edinburgh, and the appointee will be expected to join teams covering microbiology clinical services at the other 2 acute sites (WGH, STJs hospital) and community services (e.g. GP advice). There is also the opportunity in proving specialist microbiology services, e.g. critical care, paediatrics, cancer medicine, as well as working with the infection consult service, antimicrobial stewardship team and infection control team.

**Out of Hours Commitments:**

* The post holder will be expected to participate in weekend and on-call work as per the Specialty Doctor on-call rota. This is currently delivered Lothian-wide and currently a 1:5 rota.
* At weekends, they will be expected to attend the laboratory at RIE from 9 am to approximately 5pm. They will work with a Consultant. In that time and along with the consultant, they deal with new results and incoming queries, and undertake ICU ward rounds by phone. They will be expected to cover clinical quires by phone in the evening 5-9pm. (There is consultant on-call for weekend nights 9pm-9am)
* They will be expected to cover out of hours clinical queries by phone, as first-on overnight for weeknights from 5pm – 9am

**Location**:

* It is anticipated the principal base of work will be at the Royal Infirmary of Edinburgh.
* An iLabs laboratory computer system is used across all sites.
* Secretarial support including two office staff at St John’s hospital and a departmental PA based at RIE.

**Provide high quality care to patients:**

* Maintain GMC specialist registration and hold a licence to practice.
* Participation in the Royal College of Pathologists CPD scheme, including participation in the UK NEQAS interpretative comments for clinical microbiology, annual appraisal, and revalidation every 5 years.
* 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. Where supported by sessional funding SPA time may be allowed
* Students from Edinburgh University rotate through Microbiology/Virology and the Infectious Disease unit during Year 4 of the undergraduate medical curriculum. They spend two weeks on the attachment incorporates bedside teaching, laboratory teaching, ward rounds, clinics, case presentations, tutorials and infection/prevention control teaching. As part of this rotation the Infection consultants contribute to a lecture programme which is ongoing throughout year 4.

**Performance Management**

To work with medical and managerial colleagues to ensure high performance in the following areas:

* **Clinical efficiency**: Medical Microbiology in Lothian is fully accredited by UKAS to ISO 15189:2012 standards; work together with colleagues in the laboratory and beyond to maintain the quality of service, using resources wisely, avoiding unnecessary waste and expenditure.
* Work to reduce unnecessary antibiotic prescribing and improve antimicrobial stewardship.
* **Quality of outcomes**: work with clinical teams and Infection Prevention and Control Team to optimise and monitor management of HAIs such as *C. difficile* infection (CDI) and *S. aureus* bacteraemia (SAB).
* **Financial management**: work with clinical director through the management structure to ensure effective and efficient delivery of care.
* **Operational efficiency**: work with the Bacteriology and Mycology and Molecular Quality Improvement Teams to achieve smooth and efficient working of the department.

**Governance:**

* Participate in clinical audit, incident reporting and analysis and to ensure resulting actions are implemented
* Ensure awareness of local clinical guidelines and protocols.
* Keep fully informed about best practice in the specialty areas and ensure implications for practice changes are discussed with the Head of Specialty.

**Leadership and Team Working:**

* To work collaboratively with all members of the team
* To resolve conflict and difficult situations through negotiation and discussion, involving appropriate parties
* Adhere to NHS Lothian and departmental guidelines on leave including reporting absence
* Adhere to NHS Lothian values

**Supporting your Development**

Specialty Doctors are key members of senior medical workforce and provide a wide range of experience and skills. The department is committed to supporting continued professional development, and career development in medical microbiology (FRCPath, CESR) We strive to support a culture of development that embodies the aims of the SAS Charter and the NES SAS Development Programme. Further information regarding professional development as a Specialty Doctor or Dentist in Scotland is available here:  https://www.scotlanddeanery.nhs.scot/your-development/specialist-and-associate-specialist-doctors-and-dentists/

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

**Post:** Specialty Doctor in Medical Microbiology

**Specialty:** Medical Microbiology

**Principal Place of Work:** The Royal Infirmary of Edinburgh. It is expected that the post-holder may be required to work from any of the 3 hospital sites in Lothian.

**Contract:** Full time Option for Less Than Full-time

**Contract:** Full-time, 10 PAs. Less-than-Full-Time will be considered.

**Out-of-hours:**  1:5 with prospective cover (registrar rota)

**Managerially responsible to:** Head of Specialty & Clinical Lead Microbiology

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

**Indicative Job Plan (to be confirmed after appointment**

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| --- | --- | --- | --- | --- | --- | --- |
| **DAY /****LOCATION** | **TIME (hrs)** | **TYPE OF WORK** | **DCC****[PAs]** | **SPA****[PAs]** | **OOH\*****[PAs]** | **HOURS** |
| MondayRIE | 09:00–3:001300-1700h | DCCDCC | 0.51.0 |  |  | 44 |
| TuesdayRIE | 09:00–13:0013:00–17:00 | DCCDCC | 1.01.0 |  |  | 44 |
| WednesdayRIE | 09:00-13:0013:00-17:00 | time in lieu for OOH Core SPA |  | 1.0 |  | 44 |
| ThursdayRIE  | 09:00-13:0013:00-17:00 | DCCDCC | 1.01.0 |  |  | 44 |
| FridayRIE | 09:00-130013:00-17:00 | DCCDCC | 1.01.0 |  |  | 14 |
| TOTALS |  |  | 7.5 | 1.0 | 1.5\* | 40 |

**\*Out of hours frequency 1:5 with prospective cover.** All PAs undertaken during out of hours will have a timetabled value, approximately 1.5 PA pro-rota (this may require review after a diary exercise) There is also an availability supplement calculated on prospective cover.

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

NHS Lothian initially allocates 10 PAs 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 is supportive of additional SPA for activities to do with undergraduate education, research and other activities; which would then give an 8 DCC: 2 SPA configuration, this may at some point be suitable depending on the time required to support the successful candidate’s professional activities and the needs of the service.

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| **Section 6: Contact Information** |

**Dr Naomi Gadsby**

Consultant Clinical Scientist & Head of Speciality for Microbiology

Department of Laboratory Medicine

The Royal Infirmary of Edinburgh

Edinburgh EH16 4SA

**Tel:** 0131 242 6048

**Email:** Pota.Kalima@nhslothian.scot.nhs.uk

**Dr Ingo Johannessen**

Consultant Virologist & Director of Laboratory Medicine

Department of Laboratory Medicine

The Royal Infirmary of Edinburgh

Edinburgh EH16 4SA

**Tel:** 0131 242 6003

**Email:** ingo.johannessen@nhslothian.scot.nhs.uk

**PA to Dr Ingo Johannessen: Susan Taylor**

**Email:** susan.m.taylor@nhslothian.scot.nhs.uk

**Dr Simon Dewar**

Consultant Microbiologist, Clinical Lead Antimicrobial Management Team

Department of Laboratory Medicine

The Royal Infirmary of Edinburgh

Edinburgh EH16 4SA

**Tel:** 0131 242 6083

**Email:** Simon.Dewar@nhslothian.scot.nhs.uk

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

**Working in Edinburgh and the Lothians**

**Who are we?**

NHS Lothian is an integrated teaching NHS Board in Scotland providing primary, community, mental health and hospital services. Calum Campbell is the Chief Executive, Esther Robertson is the Interim 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 http://www.nhslothian.scot.nhs.uk/OurOrganisation/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 2013 – 2020,” consultation document which you will find at

www.nhslothian.scot.nhs.uk/OurOrganisation/KeyDocuments.

**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

http://www.nhslothian.scot.nhs.uk/OurOrganisation/OurHealthOurCareOurFuture/Documents/NHSL%20Strategy%20Summary%20final.pdf

#### 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

http://www.nhslothian.scot.nhs.uk/OurOrganisation/Pages/OurValues.aspx

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

For an overview of the terms and conditions visit:

Specialty Doctors & Specialist Doctors | MSG (scot.nhs.uk).

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| **TYPE OF CONTRACT**  | PERMANENT  |
| **GRADE AND SALARY** | Specialty Doctor in Medical Microbiology£45,193 - £84,272 |
| **HOURS OF WORK** | 40 HOURS PER WEEK |
| **SUPERANNUATION** | New entrants to NHS Lothian who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme. Should you choose to "opt out" arrangements can be made to do this via: www.sppa.gov.uk  |
| **GENERAL PROVISIONS** | You will be expected to work with local managers and professional colleagues in the efficient running of services and will share with Consultant colleagues in the medical contribution to management. Subject to the provision of the Terms and Conditions, you are expected to observe the organisation’s agreed policies and procedures and to follow the standing orders and financial instruction of NHS Lothian, in particular, where you manage employees of the organisation, you will be expected to follow the local and national employment and personnel policies and procedures. You will be expected to make sure that there are adequate arrangements for hospital staff involved in the care of your patients to be able to contact you when necessary. |
| **REMOVAL EXPENSES** | Assistance with removal and associated expenses may be awarded (up to 10% of salary) |
| **EXPENSES OF CANDIDATES FOR APPOINTMENT** | Candidates who are requested to attend an interview will be given assistance with appropriate travelling expenses. Re-imbursement shall not normally be made to employees who withdraw their application, refuse an offer of appointment. Non NHS employees are not normally awarded travel expenses.  |
| **TOBACCO POLICY** | NHS Lothian operates a No Smoking Policy in all premises and grounds. |
| **DISCLOSURE SCOTLAND** | This post is considered to be in the category of “Regulated Work” and therefore requires a Disclosure Scotland Protection of Vulnerable Groups Scheme (PVG) Membership. |
| **CONFIRMATION OF ELIGIBILITY TO WORK IN THE UK** | NHS Lothian has a legal obligation to ensure that it’s employees, both EEA and non EEA nationals, are legally entitled to work in the United Kingdom. Before any person can commence employment within NHS Lothian they will need to provide documentation to prove that they are eligible to work in the UK. Non EEA nationals will be required to show evidence that either Entry Clearance or Leave to Remain in the UK has been granted for the work which they are applying to do. Where an individual is subject to immigration control under no circumstances will they be allowed to commence until right to work in the UK has been verified. |
| **REHABILITATION OF OFFENDERS ACT 1974** | The rehabilitation of Offenders act 1974 allows people who have been convicted of certain criminal offences to regard their convictions as “spent” after the lapse of a period of years. However, due to the nature of work for which you are applying this post is exempt from the provisions of Section 4 of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions Orders 1975 and 1986). Therefore, applicants are required to disclose information about convictions which for other purposes are “spent” under the provision of the act in the event of employment, failure to disclose such convictions could result in dismissal or disciplinary action by NHS Lothian. Any information given will be completely confidential. |
| **MEDICAL NEGLIGENCE** | In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board indemnity will cover only Health Board responsibilities. Paragraph 63 of the General Medical Council's Good Medical Practice requires you to have adequate insurance or indemnity cover. You may wish to consider taking out additional medical indemnity e.g. with a Medical Defence Organisation to ensure that you have indemnity for the whole of your practice. |
| **NOTICE** | Employment is subject to three months’ notice on either side, subject to appeal against dismissal. |
| **PRINCIPAL BASE OF WORK** | You may be required to work at any of NHS Lothian’s sites as part of your role. |
| **SOCIAL MEDIA POLICY** | You are required to adhere to NHS Lothian’s Social Media policy, which highlights the importance of confidentiality, professionalism and acceptable behaviours when using social media. It sets out the organisation’s expectations to safeguard staff in their use of social media.  |

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

**Data Protection Legislation**

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

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 here on the 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 fulfill 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 Edinburgh and the Lothians and accepts its obligations both legal and moral by stating commitment to the promotion of equal opportunities and elimination of discrimination.

The objectives of its policy are that no person or employee receives less favourable treatment on the grounds of sex, disability, marital status, age, race (including colour, nationality, ethnic or national origin), creed, sexuality, responsibility for dependants, 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 at here on the NHS Lothian website.

**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.