

**WELCOME TO**

**NHS GREATER GLASGOW AND CLYDE**

**CANDIDATE INFORMATION PACK**

**Title: Clinical Lead of Gender Service and Consultant Psychiatrist**

**Location: Sandyford Central Greater Glasgow & Clyde**

**Job Reference: 169555**

**Closing Date: 26th November 2023**

**Interview Date: 8th December 2023**



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**Please visit** **https://apply.jobs.scot.nhs.uk** **for further details on how to apply**

**Search for the job reference number quoted above.**

**Please note all applications should be made via our e Recruitment system (Job Train)Section 1: Summary Information Relating to this Post**

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| **Additional Arrangements for Applicants : Informal enquiries and details of arrangements to visit the department regarding this post will be welcome by:**Jennifer Jamieson, Service Manager Jennifer.Jamieson@ggc.scot.nhs.ukorDr Becky Metcalfe, Clinical Director Becky.Metcalfe@ggc.scot.nhs.ukTel: 0141 211 8605 |

NHS Greater Glasgow and Clyde encourages applications from all sections of the community. We promote a culture of inclusion across the organisation and are proud of the diverse workforce we have.

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***Right to work in the United Kingdom***

*Anyone from outside of the United Kingdom (UK), excluding from the Republic of Ireland will need permission from**UK Visas and Immigration**(UKVI) to work in the UK and may also need entry clearance before travelling here.  The Home Office (of which UKVI is a part) is responsible for governing the way individuals from outside the UK and Republic of Ireland can work, train or study in the UK.*

*To obtain a visa or entry clearance, you will need to meet certain requirements and demonstrate you have the right the work in the UK via:*

         *the points-based immigration system*

         *the EU settlement scheme*

         *a biometric residence permit*

*A new**points-based immigration system**was introduced in January 2021 with parts of it in place towards the end of 2020. The system provides a route for both European Union and non-European Union nationals to work, train or study in the UK if they meet the eligibility criteria. It applies to everyone from outside of the UK who wishes to live and work here, apart from people from the Republic of Ireland and European Union nationals who were already in the UK by 31 December 2020. European Union nationals in the UK prior to 31 December 2020 should apply to the**EU settlement scheme**.*

*If you are an international Doctor/Dentist from outside of the UK and Republic of Ireland, you can apply for, and take up employment in medical and dental posts that may qualify for sponsorship under a*[*skilled worker visa*](#skilled-workers)*.  A**Health and Care Worker visa**allows health and care professionals to come to or stay in the UK to do an eligible job with the NHS, an NHS supplier or in adult social care.*

***EU settlement scheme***

*Free movement with the European Union (EU) ended on 31 December 2020 and there are new arrangements for EU citizens.*

*The EU settlement scheme provides EU nationals with a route to residency in the UK. EU nationals who arrived in the UK by 11pm on 31 December 2020 have until 30 June 2021 to apply to the**scheme**.  If you are an EU, EEA or Swiss citizen and don't already have temporary or permanent leave to remain, you and your family can apply to the**EU settlement scheme**to continue living in the UK after 30 June 2021. If your application is successful, you will receive either pre-settled status or settled status.*

*EU, EEA or Swiss nationals are strongly encouraged to join the**EU Settlement Scheme**prior to 30th June 2021.  As part of the recruitment process, you will be required to produce proof of your EU Settlement status from 1st July 2021 to demonstrate your Right to Work in the United Kingdom.*

*Existing employees may be asked to provide evidence of their EU Settlement Status from 1st July 2021.*

*Further information:* https://www.gov.uk/settled-status-eu-citizens-families.

Applicants must have full GMC Registration, a license to practise and eligible for inclusion in the GMC Specialist Register. Those trained in the UK should have evidence of higher specialist training leading to CCT or be within 6 months of confirmed entry from the date of interview. CESR (Certificate of Eligibility for Specialist Registration) route doctors are only eligible to apply for a substantive consultant post once CESR is awarded. Non-UK applicants must demonstrate equivalent training.

The job is offered as a full-time post on a 10 PA basis but applications will be considered from those wishing to work less than full-time. Up to 2 EPA’s may be available to undertake additional outpatient and/or procedure sessions or management activity.

Additional Non DCC (up to 2 PA’s in total – Inclusive of 1 core SPA plus 1 additional non DCC can be negotiated and agreed between the successful candidate and Management depending on the time required to support professional activities and the needs of the service.​​​​​​​

All newly qualified Consultants are initially offered a minimum of 1 Core Supporting Professional Activity (SPA) which includes CPD, audit, clinical governance, appraisal, revalidation, job planning and management meetings. This will be reviewed within 6 months (or earlier if required) of appointment and revised upwards if additional responsibilities are agreed.

**For further information regarding NHS Greater Glasgow and Clyde and its hospitals, please visit our website** **www.nhs.ggc.org.uk**

**Section 2:**

**CLINICAL LEAD OF GENDER SERVICE AND CONSULTANT PSYCHIATRIST**

This post is a replacement post but is being developed in response to increasing clinical demand, enabling the successful applicant to be lead clinician of the Gender Service, based at Sandyford Services in Glasgow. All Gender Identity Services in Scotland have recently been incorporated within a national Managed Clinical Network – the National Gender Identity Clinical Network for Scotland (NGICNS) – which is hosted by National Services Scotland, and provides opportunities for networking and involvement in service developments nationally.

The clinical sessions in this post can be provided within the Adult or Young Persons Service, depending on the postholder’s experience and training.

Gender Services at Sandyford

Sandyford is the specialist service for sexual, reproductive and emotional health for NHS Greater Glasgow and Clyde, hosted by Glasgow City Health Partnership’s NW Sector. Sandyford serves provides a range of services for approximately 100, 000 client visits per year. Website is www.sandyford.scot

A range of specialist reproductive health, genitourinary medicine and counselling services is provided, in addition to community sexual & reproductive healthcare, vasectomy, and psychosexual medicine, as well as gender identity services. There are some assertive outreach services focussing on reducing sexual health inequalities, and Sandyford also hosts Archway Glasgow, a sexual assault referral centre which provides forensic and medical services, counselling and follow-on support for those who have been raped or sexually assaulted recently.

The whole service covers a population of 1.2 million and employs approximately 250 staff, including consultants, specialty doctors, specialist nurses, sexual health advisers, counsellors, laboratory staff, managers, administrators and clerical staff. While Sandyford’s main site in Glasgow city centre, services are also delivered in community hubs and satellites across the Health Board area.

**Gender Services** – comprising the Young Persons Gender Service and the Adult Gender Service – are hosted by Sandyford services, and serve the whole of Scotland. Demand for both services continues to grow, with a significant increase in the number of referrals in recent years. This post provides an opportunity for clinical leadership across the Adult & Young Persons service and the postholder will contribute significantly to the development of the services.

The young people’s service is a national service covering the whole of Scotland. The adult service covers the West of Scotland, including Argyll and the Western Isles, and it provides partial care for patients in Tayside and Highland health boards.

Since 2021 the service has been involved in Scottish Government and NHS Quality Improvement Scotland initiatives to improve access to transgender healthcare and reduce NHS waiting times. The National Gender Identity Clinical Network and Public Health Scotland have supported the service with improving data systems. NHS National Services Division has begun a review of the configuration of the young people’s service.

As well as having clinical leadership and managerial responsibilities across both the Adult and YP service, the postholder will also provide clinical input as a consultant psychiatrist into either the YP or adult service, depending on their sub-specialty qualifications

The postholder will join the wider multi-disciplinary team at Sandyford, which includes medical consultants, psychologists, counsellors, specialty doctors, specialty trainees, occupational therapists, specialist sexual health nurses and health care workers, health advisors, counsellors, biomedical scientists, pharmacists, health improvement specialists as well as administrative, clerical, IT and other support staff.

Managerially accountable to:

Ms Rhoda McLeod, Head of Service, Sexual Health

Professionally accountable to:

Dr Becky Metcalfe, Clinical Director

**Conditions of Appointment**

For all entrants to NHSGGC, occupational health assessment may be required prior to confirmation of appointment. Enhanced SCRO disclosure is undertaken.

**Location of Post**

The Gender Service is based at Sandyford Central, Glasgow.

There may be requirement for travel to other sites.

Administrative support is provided by a team of medical secretaries and administrators at Sandyford. Office accommodation is available at each location, shared with other senior medical staff, and arrangements can be made for working from home for certain sessions.

**Provisional Job Plan**

See below for the indicative job plan. Further details on clinical and non clinical responsibilities are outlined below.

This job plan is negotiable and will be agreed between the successful applicant and the Clinical Director. The job plan will be made up of Direct Clinical Care (DCC), core Supporting Professional Activities (SPA) for CPD, audit, clinical governance, appraisal, revalidation, job planning, internal routine communication and management meetings and sessional time for additional NHS responsibilities (ANR) as required.  The precise allocation of SPA time and associate objectives will be agreed with the successful applicant and will be reviewed at annual job planning alongside evolving needs of the service.

This post comprises 6.0 PAs:

3.0 PA Direct Clinical Care

1.0 Core Supporting Professional Activity (SPA)

2.0 Additional NHS Responsibility – Clinical Lead

JOB Details – Consultant Psychiatrist, Gender Service

**Gender Service (3 Sessions)**

The post holder will provide 3 direct clinical care (DCC) sessions in the Adult or Young Persons service, depending on experience and training.

The role of the Gender Service is to provide assessment, co-ordination of treatment and ongoing support for those expressing gender dysphoria. The service adheres to National Standards as set out in the Gender Reassignment Protocol for Scotland (CEL 26, 2012 and update 2022), and the World Professional Association for Transgender Health’s Standards of Care, (8th Version, 2022). In keeping with models of care for services that work with sexual health, the Service has an emphasis on liaising and consulting with partner agencies to promote local networks of support and expertise around gender dysphoria.

**Duties of the Post**

As a core member of the multidisciplinary team at Sandyford, the post holder will be responsible for the assessment and medical management/monitoring of those who are experiencing gender dysphoria; this includes carrying out a comprehensive psychosocial assessment, making a diagnosis and providing onward support down the treatment pathway, including initiation and monitoring of gender affirming hormones,.

It is important to assess for any significant physical and psychiatric co-morbidities, and carry out the relevant liaison with psychiatric and medical colleagues.

The post holder will be an active participant in this multidisciplinary approach to care and will provide ongoing medical management of these cases, if indicated clinically. In addition, the post holder will be responsible for making referrals for other necessary interventions, such as chest or facial surgeries, hair removal and Speech & Language Therapy input. Liaison with other specialties and services is important, as is engagement with families, patient advocacy groups and outside support. The service has established links with relevant medical and surgical services and also mental health services. Excellent communication skills are an integral aspect of the post, as is the ability to understand complex organisational structures.

The Gender Service has a monthly multidisciplinary team meeting, with a focus on clinical discussion, professional development and service development. The postholder would actively participate and provide leadership to these meetings.

The Service provides rich opportunities for teaching and training, including undergraduate and postgraduate medical and clinical psychology trainees and other professionals who shadow clinics, and CPD outreach sessions to partner agencies. Participation in these activities is encouraged.

It is desirable that the candidate can demonstrate an enthusiasm for working with patients with gender dysphoria, and ideally have some relevant clinical experience. Further training can be provided based on individual’s learning needs.

Audit and research are actively encouraged and CPD activities in this specialist area can be supported.

There are no on-call arrangements for this post. Cross cover of colleagues is expected in line with national terms and conditions.

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| 1. **JOB DETAILS**
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| Job Holder: N/A |
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| Job Title: **Clinical Lead for Gender Service**  |
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| Accountable to: **Head of Service, Sandyford Sexual Health Services** |
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| Professionally accountable to: **Clinical Director, Sandyford Sexual Health Services** |
| HOURS: **TWO sessions per week 0.2 wte (1 session = 4 hours)**DURATION: **Three years**  |
|  |
| Location: **Sandyford Services**  |
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| 1. **JOB PURPOSE**
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| The post-holder is required to provide support to the clinical director and dynamic leadership to the medical workforce across the area, enabling the delivery of the Gender service (Adult & Young People) and service objectives, through the establishment and maintenance of robust performance management and care governance frameworks. |

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| 1. **DIMENSIONS**
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| The Gender service in NHSGGC is hosted by Sandyford Sexual Health Service and is one of four Adult services in Scotland and sees patients from NHS Lanarkshire, NHS Ayrshire and Arran, NHS Forth Valley, NHS Dumfries and Galloway and NHS Tayside.  The Adult service also offers further assessment and second opinions for surgery from patients who are seen at Gender services in NHS Grampian, NHS Highland and NHS Lothian.  Income is received via an agreed financial framework.   The Gender service for children and young people is the only one in Scotland and reviews patients from all over the country for all aspects of their Gender care.  Income is also received for this via and agreed financial framework. The Gender service is managed as part of Integrated Sexual Health Service meaning it is well connected through the HSCP and NHSGGC Board structures.  It has an established Governance Framework and strong links through the National Gender Identity Clinical Network in Scotland (NGCINS).  The service is well connected to other services such as Mental Health, acute services, such as ENT and endocrinology, and works with the surgical providers commissioned by NSS for Gender reassignment surgery. This post will provide medical leadership to the Gender service specifically and will require close working with other disciplines. |

1. **ORGANISATIONAL CHART**

Assistant Chief Officer GHSCP

Head of Adult Services

Clinical Director

Lead CD

GHSCP

Professional Nurse Lead

Adult Services Manager

**Clinical Lead Gender**

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| 1. **ROLE OF CLINICAL LEAD**
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| The clinical lead for the Gender service will support the clinical director to provide management of and clinical leadership to medical staff. The post holder will provide line management of SAS grade staff within the Gender Service. They will lead innovation in delivery of medical care, ensure effective medical workforce planning, and robust clinical care governance systems are in place. |
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| The clinical lead will participate and cooperate in the delivery of safe and effective Gender services in line with the agreed performance management framework and service specification and be responsible for implementation of service change.The clinical leads will support the Head of Sexual Health Service and colleagues in the strategic planning and development of services as well as operational management. |
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| 1. **Key Result Areas**
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| 1. Ensure NHSGGC’s Gender Service provides safe, timely and effective Gender care, both by remote and face-to-face care pathways.
2. Effectively represent and link Sandyford services (in relation to Gender) to relevant Board and National governance, demonstrating strategic influence and direction setting.
3. Ensure new members of multidisciplinary undergo up-to-date and effective induction in relation to Gender.
4. Deliver effective leadership and support collaborative working of the Gender multidisciplinary team.
5. **DUTIES OF THE POST linked to KRAs**
* To work with Clinical Director and other specialty colleagues to fulfill agreed roles on regional and national committees related to Gender health care
* To deputise for the Sandyford Clinical Director at health board and national level meetings if required and agreed or when Gender specialty input is specifically required.(b)
* To contribute to workforce planning for multidisciplinary staff by providing an oversight of clinical service staffing requirements. (a, c, e).
* To contribute to and link with multidisciplinary team in rota management as required to ensure adequate skill mix and staffing levels (a, c, e)
* To undertake and participate in job planning of SAS medical staff as delegated by the Sandyford Clinical Director. (a, c, e)
* To support the Sandyford governance framework by providing effective Gender service governance via the quarterly meetings (as chair) or appoint deputy as required (a,b)
* To encourage a culture that supports Standards identified by the external agencies e.g. NGICNS, WPATH etc, ensuring that services comply with them. To support audit, the development of appropriate care pathways within the Gender service and appropriate related clinical governance. (a,e)
* To support the Sandyford Clinical Director and Service Manager by investigating complaints and to complete Significant Clinical Incident reviews on behalf of the organisation, with dissemination of lessons learned through the care governance structures. (a)
* To develop and encourage effective communication between different parts of the medical and multidisciplinary workforce. (a,c,e)
* To manage internal and external requests for education and training, and work with the Sandyford training coordinator to provide training and continuing professional development (b,c,d).
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| 1. **ASSIGNMENT & REVIEW OF WORK**
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| The clinical lead will be managed and report to the Clinical Director for Sandyford services. They will also report to the Head of Service of Sandyford under existing NW sector arrangements. They will meet regularly with the CD, service manager and multidisciplinary team and attend meetings to ensure adequate clinical representation of their specialty, as required. |
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1. **COMMUNICATIONS & WORKING RELATIONSHIPS**

**Internal to the Service**

* Multiprofessional Team (including clinical colleagues in psychology, psychiatry, SRH, GUM, management team, consultant and senior nurse team, pay team and IM&T team, external management team, operations and governance groups and staff at all levels of service)

# External to Service

* Greater Glasgow and Clyde Health Board and other bodies as required if deputising for Clinical Director
* NGICNS
* Royal Colleges and Faculties as required
* NHS HIS
* NHS Education Scotland
* General Medical Council
* Acute medical specialties
* Acute services (eg endocrinology, gynaecology) in GGC and other healthboards
* Laboratory services

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| 1. **QUALIFICATIONS & EXPERIENCE**
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| Essential Criteria |
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| * Commands the confidence of other clinicians.
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| * Significant experience gained as Consultant or Associate Specialist
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| * Able to work to deadlines.
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| * Excellent communication skills
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| * Strong evidence of leadership qualities.
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| * Ability to work as part of a management team and in partnership with other agencies, services and professionals.
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| * Understands and interprets organisation-wide processes.
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| 1. **RESOURCES TO SUPPORT THE POST**
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| * 2 sessions of time will be allocated to the work per week = 4 hours = 1 programmed activity. This may be worked in a flexible way around the other job plan commitments of the post holder. This additional session could either be taken on as additional work as an extra programmed activity or subject to the wishes of the post holder, the service and job planning be substituted for existing work.
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| * A £4000k per annum responsibility allowance would be payable in addition, any current responsibility allowance in a post holder job plan would be replaced by this sum.
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| * There would be no additional administrative support beyond that already allocated.
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| * Clinical lead will use existing office space.
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**Person Specification**

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| **FACTOR** | **ESSENTIAL** | **DESIRABLE** |
| **EXPERIENCE** | Demonstrable experience within either General Adult Psychiatry or Child and Adolescent Psychiatry.Clinical experience in the area of gender identity/non-conformityFull GMC and a Licence to PractiseCommitted to working effectively within the multi-disciplinary team evidenced with examples throughout career. | Demonstration of clinical leadershipExperience within other Psychiatric specialties.Experience of working with stakeholders, carers and service users to develop and improve the patient journey.Experience of partnership working with other statutory and voluntary bodies.Postgraduate and undergraduate teaching experience. Participation in quality management and audit with implementation of findingsExperience of contributing to and supporting service modernisation and redesign programmes. |
| **QUALIFICATIONS** | MRCPsych or equivalent.Inclusion on GMC Specialist Register (or be within 6 months of confirmed entry onto the Specialist Register from the date of interview). | Postgraduate Qualification e.g MPhil, FECSMEvidence of training in gender incongruence |
| **RESEARCH &****PUBLICATIONS** | Demonstrate an awareness of the importance of research to evidence-based practice and evidence of remaining familiar with the relevant professional literature. | Publications in peer-reviewed journals.Research activity in the field of gender incongruence  |
| **KNOWLEDGE****AND SKILLS** | Demonstrate effective clinical leadership within multi-disciplinary teams or across partnership organisations. Excellent written and verbal communication skillsKnowledge of Gender strategy and policy relating to NHS ScotlandProficient use of information technology, including telemedicine.Demonstrable understanding of child protection and adult support and protection issues  | Ability to manage and motivate a wide range of staff, both medical and non-medical. Ability to relate to community groups and work with and encourage user involvement in service planning.Contributions to strategic service development.Ability to undertake a health needs assessment or service review and manage change as a result of its findings.Ability to work with marginalised groups and show an understanding of the multiple factors that contribute to adverse outcomes and experiences.  |
| **DISPOSITION****Personal (transferable) skills** | Enthusiasm. Ability to work well as a member of a multi-professional team.Be able to maintain confidentiality.Demonstrable commitment to patient-centred care | Evidence of professional leadership.  |
| **OTHER** | Pre-employment health and employment screeningFluency in English language | Member of a medical defence organisation |

**Section 3:**

**Closing Date: 26th November 2023**

**Interview Date: 8th November 2023**

**Regulatory Body: General Medical Council & General Dental Council:** In the UK, the General Medical Council (GMC) and the General Dental Council (GDC) are the public bodies that maintain the official register of medical and dental practitioners within the United Kingdom. Their chief responsibility is to “protect, promote and maintain the health and safety of the public” by controlling entry to the register, and suspending or removing members when necessary. It also sets the standards for medical schools in the UK.

To practice medicine and dentistry in Scotland, you must have a valid GMC Registration with a Licence to Practice or a GDC Registration. To find out more about the main types of registration which allow doctors to work in different posts. Please click here **https://careers.nhs.scot/careers/find-your-career/international-recruitment/regulatory-bodies**

For medical consultant posts the post holder on commencement of the post must have full registration with the General Medical Council (GMC a licence to practice and be eligible for inclusion in the GMC Specialist Register. Those applicants trained in the UK should have evidence of higher specialist training leading to Certificate of Completion of Training (CCT) or be within 6 months of confirmed entry from the date of interview. Non UK applicants must demonstrate equivalent training.

If you are unsure of your eligibility to join the Specialty Register then find out more at:-

**https://www.gmc-uk.org/registration-and-licensing/the-medical-register/a-guide-to-the-medical-register/specialist-and-gp-application-types**

Additional information for dental appointments

The GDC issues **Full Registration** and **Temporary Registration**.

* Temporary registration can be issued to allow a dentist to practise dentistry only in selected supervised posts for training, teaching or research purposes.  Temporary registrations are granted for 6 months at a time, up to a maximum of 5 years.
* Full registration allows a dentist to practice dentistry in the UK without restriction.

In addition to full registration, dentists can also *choose* to be included on the **Specialist List.**

* The specialist lists are lists of registered dentists who meet certain conditions and are entitled to use a specialist title. They do not *have* to join a specialist list to practise any particular specialty, but they can only use the title 'specialist' if they are on the list. For more information on please visit **https://www.gdc-uk.org/**

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

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*If you are an international Doctor/Dentist from outside of the UK and Republic of Ireland, you can apply for, and take up employment in medical and dental posts that may qualify for sponsorship under a skilled worker visa.  A Health and Care Worker visa allows health and care professionals to come to or stay in the UK to do an eligible job with the NHS, an NHS supplier or in adult social care.*

***EU settlement scheme***

*Free movement with the European Union (EU) ended on 31 December 2020 and there are new arrangements for EU citizens.*

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In addition to the above, all appointments will be made subject to the receipt of satisfactory Pre Employment Checks including: Disclosure Scotland Criminal Records Check / Membership of the Protection of Vulnerable Groups ( PVG) &where applicable evidence of overseas criminal records check, Occupational Health Check, References (all jobs are only offered following receipt of satisfactory references, covering a minimum of a 3 year period), Qualifications, Identity and Right to Work in the UK checks, Fitness to Practice & Revalidation.

**Data Protection Legislation**

The information supplied by your application will only be processed by authorised NHS Greater Glasgow and Clyde personnel involved in relevant stages of the recruitment process. Applications submitted via the online NHS Scotland Application form will be imported into the NHS Greater Glasgow and Clyde recruitment system. The information you provide will be retained by NHS Greater Glasgow and Clyde  and will be used for the purpose of  processing your application and for statistical and audit purposes.  NHS Greater Glasgow and Clyde will process the information for the stated purposes in regards your application for employment. If your application is unsuccessful your information will be retained securely for 12 months from the completion of the recruitment process and then confidentially destroyed.

**Section 4:**

**Consultant Appointment**

**Terms and Conditions**

Terms and Conditions of Service are those determined by the Terms and Conditions of the New Consultant Grade (Scotland) as amended from time to time. For an overview of the terms and conditions visit**http://www.msg.scot.nhs.uk/pay/medical**

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| **TYPE OF CONTRACT** | **Permanent** |
| **GRADE AND SALARY** | **Consultant and Clinical Lead**The whole-time salary will be a starting salary of:- £96,963 - £128,841 per annum (pro rata if applicable) Progression of salary is related to experience. New Entrants to the NHS will normally commence on the minimum point of the salary scale, (dependent on qualifications and experience). Salary is paid monthly by Bank Credit Transfer. |
| **HOURS OF WORK**  | **Part-Time – 24 hours** |
| **SUPERANNUATION** | New entrants to NHS Greater Glasgow and Clyde who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme.  Should you choose to "opt out" arrangements can be made to do this via: www.sppa.gov.uk  |
| **REMOVAL EXPENSES** | Assistance with removal and associated expenses may be given and would be discussed and agreed prior to appointment.  |
| **EXPENSES OF CANDIDATES FOR APPOINTMENT** | Candidates who are requested to attend an interview will be given assistance with appropriate travelling expenses. Re-imbursement shall not normally be made to employees who withdraw their application or refuse an offer of appointment. |
| **SMOKEFREE POLICY** | NHS Greater Glasgow and Clyde operate a No Smoking Policy in all premises and grounds. |
| **DISCLOSURE SCOTLAND** | This post is considered to be in the category of “Regulated Work” and therefore requires a Disclosure Scotland Protection of Vulnerable Groups Scheme (PVG) Membership. |
| **CONFIRMATION OF ELIGIBILITY TO WORK IN THE UK** | NHS Greater Glasgow and Clyde (NHSGGC) has a legal obligation to ensure that it’s employees, both EEA and non EEA nationals are legally entitled to work in the United Kingdom. Before any person can commence employment within NHSGGC they will need to provide documentation to prove that they are eligible to work in the UK. Non EEA nationals will be required to show evidence that either Entry Clearance or Leave to Remain in the UK has been granted for the work which they are applying to do. Where an individual is subject to immigration control under no circumstances will they be allowed to commence until the right to work in the UK has been verified.. You will be required provide appropriate documentation prior to any appointment being made. |
| **REHABILITATION OF OFFENDERS ACT 1974** | The rehabilitation of Offenders act 1974 allows people who have been convicted of certain criminal offences to regard their convictions as “spent” after the lapse of a period of years. However, due to the nature of work for which you are applying this post is exempt from the provisions of Section 4 of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions Orders 1975 and 1986). Therefore, applicants are required to disclose information about convictions which for other purposes are “spent” under the provision of the act in the event of employment, failure to disclose such convictions could result in dismissal or disciplinary action by NHS Greater Glasgow and Clyde. Any information given will be completely confidential. |
| **DISABLED APPLICANTS** | Job Interview Guarantee Scheme As a Disability Symbol user, we recognise the contribution all individuals can make to the organisation regardless of their abilities. As part of our ongoing commitment to extending employment opportunities, all applicants who are disabled and who meet the minimum criteria expressed in the job description will be guaranteed an interview. A disability or health problems does not preclude full consideration for the job and applications from people with disabilities are welcome. All information will be treated as confidential. You will note on our application form that we ask for relevant information with regard to your disability. This is simply to ensure that we can assist you, if you are called for interview, to have every opportunity to present your application in full. We may call you to discuss your needs in more detail if you are selected for interview. |



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| **FLEXIBLE WORKING**  | NHS Greater Glasgow and Clyde operates flexible staffing arrangements whereby all appointments are to a grade within a department. The duties of an officer may be varied from an initial set of duties to any other set, which are commensurate with the grade of the officer. The enhanced experience resulting from this is considered to be in the best interest of both NHS Greater Glasgow and Clyde and the individual. |
| **EQUAL OPPORTUNITIES** | The postholder will undertake their duties in strict accordance with NHS Greater Glasgow and Clyde’s Equal Opportunities Policy. |
| **NOTICE** | **The employment is subject to 3 months’ notice on either side, subject to appeal against dismissal.** |
| **MEDICAL NEGLIGENCE** | In terms of NHS Circular 1989 (PCS) 32 dealing with Medical Negligence the Health Board does not require you to subscribe to a Medical Defence Organisation. Health Board indemnity will cover only Health Board responsibilities. It may, however, be in your interest to subscribe to a defence organisation in order to ensure you are covered for any work, which does not fall within the scope of the indemnity scheme. |



**Section 5:**

**Making your Application**

From the 3rd of June 2019 candidate applications for Medical and Dental posts within NHS Greater Glasgow and Clyde (NHSGGC) will only be accepted via the completion of an online application form. NHSGGC utilise a third party recruitment system called JobTrain and when you complete and submit the online application form your submitted application will be imported into JobTrain and any emails will be sent via the JobTrain Recruitment System.

If this is the first time you have applied for an NHSGGC vacancy via our eRecruitment system (JobTrain), you will be asked to create an account. You can do this via an email address or social media account. Please make sure the email address submitted is correct as this will be our primary method of contact during each stage of the recruitment process. You will receive emails from our eRecruitment system throughout the process, you can reply to these and they will be received by our Medical Recruitment team member managing the vacancy. Please ensure you check the email account (including junk/spam boxes) from which you apply regularly as we will use this to contact you regarding your application.

NHS Scotland does not accept CV’s in addition to/instead of a completed application form. Your CV will not be provided to the interview panel for shortlisting.

Please remember when using the online application system you will time-out after 30 minutes of inactivity. Please regularly save your application.

NHS GGC is unable to accept written applications; all applications must be submitted via eRecruitment system, JobTrain. Please visit **https://apply.jobs.scot.nhs.uk**

**Contact Us**

For any additional information about this post, guidance in completing your application or if you have any personal requirements that will enable you to participate in our recruitment process please contact a member of our NHS Greater Glasgow and Clyde’s Medical and Dental Recruitment team via:

 Tel: +44 (0)141 278 2700 and select Option 1

 Email: nhsggc.recruitment@nhs.scot

Thank you for your interest in NHS Greater Glasgow and Clyde, we look forward to receiving your application.

**Section 6:**

**About NHS Greater Glasgow and Clyde**

NHS Greater Glasgow and Clyde is the largest health board and provider of healthcare in Scotland and one of the largest in the UK. Responsible for the provision and management of the whole range of health services in this area including hospitals and General Practice, NHS Greater Glasgow and Clyde works alongside partnership organisations including local authorities and the voluntary sector.

It serves a population of 1.15 million covering 6 local authority areas which include the city of Glasgow as well as incorporating both urban and rural areas. With a total budget of £3.2 billion and a workforce of around 39,369 staff, NHS Greater Glasgow and Clyde delivers local, regional and national services including acute hospital, primary, mental health and community services.

## Capital Building Modernisation Programme

A major capital building programme of over £1 billion to modernise Glasgow’s acute hospitals has already seen the delivery of the new West of Scotland Cancer Centre, two Ambulatory Care Hospitals at Stobhill and the Victoria as well as a new Laboratory Facility providing Biochemistry, Haematology, Pathology, Genetics and citywide mortuary services based on the South Glasgow Hospitals Campus which was opened in 2012.

**NHS Greater Glasgow and Clyde, Acute Services Division**

NHS Greater Glasgow and Clyde’s Acute Services are delivered currently from three Sectors covering North Glasgow, South Glasgow and Clyde and three Directorates with cross site responsibilities covering Women and Children’s Services, Regional Services and Diagnostics.

The dimensions of the Directorates/Sectors are around:

|  |  |  |
| --- | --- | --- |
| **Sector/Directorate** | **Budget (£m)** | **Staff numbers** |
| South | £353m | 5,116 |
| Regional | £273m | 3,486 |
| North | £193m | 3,397 |
| W&C | £193m | 2,961 |
| Diagnostics | £187m | 2,765 |
| Clyde | £177m | 3,019 |
| Acute corporate | £24m | 49 |
| **TOTAL** | **£1400M** | **20,793** |

NHS Greater Glasgow and Clyde has the largest group of adult acute hospitals in Scotland offering many opportunities to ensure job satisfaction and career development. We provide a wide range of services from community-based care through to the full range of general and specialist hospital services. Close links are enjoyed with all universities in Glasgow and Clyde and our staff makes a significant contribution to both undergraduate and postgraduate teaching across the multidisciplinary spectrum.

In Glasgow north of the river Clyde, there are Glasgow Royal Infirmary, Stobhill Ambulatory Care Hospital, Gartnavel General Hospital (including the Beatson West of Scotland Cancer Centre) and Glasgow Dental Hospital & School. In Glasgow south of the river, there are the Queen Elizabeth University Hospital, the Royal Hospital for Children, the Victoria Hospital Ambulatory Care Hospital and West Glasgow Ambulatory Care Hospital. And within the Clyde area are the Royal Alexandra Hospital in Paisley, Inverclyde Royal Hospital in Greenock and the Vale of Leven District General Hospital in Alexandria.

## Queen Elizabeth University Hospital and Royal Hospital for Children

In 2015, the new Queen Elizabeth University Hospital (QEUH) opened at the old Southern General Hospital site. This is a flagship Scottish Government project and sees the amalgamation of services from the Victoria Infirmary, the Southern General Hospital, and the Western Infirmary.

The new hospital has 1109 patient rooms, a 20 bed Intensive Care Unit and a 39 bed High Dependency Unit. In addition, the new Glasgow paediatric hospital the Royal Hospital for Children is co-located on site and this facility works closely with the recently opened Maternity Hospital.

The Queen Elizabeth Teaching and Learning Centre developed jointly by NHS Greater Glasgow and Clyde and The University of Glasgow, is an investment of £27 million to provide a training environment for the clinical years of the undergraduate medical degree (MBChB), and postgraduate training facilities for medical staff and a large variety of NHS professionals. Three floors of this purpose built centre are dedicated to teaching and learning and are connected to the main QEUH building by a link bridge. For more information visit **https://www.nhsggc.org.uk/patients-and-visitors/main-hospital-sites/queen-elizabeth-university-hospital-campus/teaching-and-learning-centre/about-the-centre/**

The Queen Elizabeth University Hospital is not only the largest hospital campus in Glasgow but one of the most modern and cutting edge locations for medical care in Scotland. The QEUH is expected to be designated a Major Trauma Centre by 2020.

The Royal Hospital for Children (RHC) provides paediatric care for children up to the age of 16. This facility if conjoined with the QEUH.

The Institute of Neurological Sciences (INS). This provides Neurosurgical and Oral Maxillofacial Services, and is on the same campus as the QEUH connected by a link corridor.

Further information is available at **https://www.nhsggc.org.uk/patients-and-visitors/main-hospital-sites/queen-elizabeth-university-hospital-campus/queen-elizabeth-university-hospital-glasgow/queen-elizabeth-university-hospital/**

## Education and Research

In total there are 35 hospitals of different types including 6 teaching hospital sites with additional teaching and research facilities for Medical, Nursing and Allied Health Professionals across Acute Services, which have responsibility for ensuring effective partnerships with 4 universities and local colleges who play a vital role in the education and training of all our health care professionals :

* University of Glasgow
* Glasgow Caledonian University
* University of Strathclyde
* The University of the West of Scotland

We have 35 hospitals of differing types providing a comprehensive range of Acute Hospital, Maternity, Mental Health and Community Care facilities.

We work with our six Health and Social Care Partnerships covering Glasgow City, Renfrewshire, East Renfrewshire, Inverclyde, East Dunbartonshire and West Dunbartonshire .

In addition we are supported by our Board-wide Corporate service’s directorates including Public Health, Estates and Facilities, e-Health, as well as corporate teams in Finance, Planning and Human Resources and Organisational Development and other specialist services.

We are committed to delivering high quality, innovative health and social care that is person-centred. Our ambition is to be a quality-driven organisation that cares about people -patients, their relatives and carers and our staff and is focussed on achieving a healthier life for all.

NHS Greater Glasgow and Clyde provides services through 6000 beds across:

* 9 acute inpatient sites
* The Beatson West of Scotland Cancer Centre
* 61 health centres and clinics
* 10 Mental Health Inpatient sites
* 6 Mental health long stay rehabilitation sites

Our Acute care is provided across NHS Glasgow and Clyde on a range of main sites click here to find out more **https://www.nhsggc.org.uk/locations/hospitals/**

* Beatson West of Scotland Cancer Centre
* Gartnavel General Hospital
* Glasgow Royal Infirmary
* Inverclyde Royal Hospital
* Lightburn Hospital
* Queen Elizabeth University Hospital
* Royal Hospital for Children
* The Institute of Neurological Sciences
* Princess Royal Maternity Hospital
* Royal Alexandra Hospital
* Vale of Leven Hospital

3 Ambulatory care hospitals are located at:

* New Stobhill Hospital
* New Victoria Hospital
* West Glasgow Ambulatory Care Hospital

Each year we deliver around 170,000 emergency medical and 62,000 emergency surgical episodes and 165,000 day cases. We continue to operate one of the busiest A&E/minor injuries units in the UK with 455,000 attendances. We deliver 400,000 new outpatient attendances.

NHS Greater Glasgow and Clyde is responsible for improving the health of our local population and delivering the healthcare it requires. Our purpose is to provide strategic leadership and direction, and ensure the efficient, effective and accountable governance of the local NHS system.

**NHS Greater Glasgow and Clyde Medical Workforce Plans**

The three Workforce Plans focus on Medical and Dental workforce issues and will form part of an overarching plan which will include other elements of the Acute workforce including Nursing and Midwifery, Allied Health Professionals and all other NHS staff groups. For more information on the **Acute Services Medical Workforce Plan**, **Mental Health Services Medical Workforce Plan** and the **Oral Health (Dentist) Workforce Plan** please visit **https://www.nhsggc.org.uk/working-with-us/hr-connect/workforce-planning-and-analytics/workforce-planning/nhsggc-medical-workforce-plans/**

**Our Culture and Values**

*Jane Grant, Chief Executive, NHS Greater Glasgow and Clyde*

*‘It is key that we are all committed to the core NHS values of: Care and Compassion – Dignity and Respect – Openness, Honesty, Responsibility, Quality and Teamwork – and we use these values to guide us in all that we do.*

*NHS Greater Glasgow and Clyde is a great organisation with a huge pool of terrific talent. We are committed to equality and diversity – to a zero tolerance toward racism, sexism and homophobia. We have access to some of the finest facilities and resources in the country, but it is the values and attitudes we demonstrate as individuals that make the biggest difference to our patients and their families.*

*These key messages are important for new colleagues joining our organisation – but I also believe it is important that we all remind ourselves of the opportunities we have to impact very positively on the lives of thousands of patients and their families no matter what job we do as part of NHS Greater Glasgow and Clyde’.*

**https://www.nhsggc.org.uk/working-with-us/hr-connect/learning-education-and-training/induction-portal-welcome-to-nhs-greater-glasgow-and-clyde/**

For more information about NHS Greater Glasgow and Clyde please visit: **www.nhsggc.org.uk****.**

Find out more about NHS Scotland, the biggest employer in the country, providing jobs to people in more than 70 different professions, and its workforce is its greatest asset.**https://www.scotland.org/work/career-opportunities/healthcare**

**Section 7:**

**Living and Working in the Greater Glasgow and Clyde area**

As a place to live, the Greater Glasgow and Clyde area has many attractions.The West of Scotland combines cosmopolitan charm, lush countryside and soothing seaside. Culturally diverse, architecturally stunning and historically rich, this vibrant region is home to innovation, celebration and the largest city in Scotland – Glasgow.

As Scotland’s most populous region, the West of Scotland is home to approximately two million people. In addition to the city of Glasgow, East and West Dunbartonshire, Inverclyde, Ayrshire, North and South Lanarkshire, Renfrewshire and East Renfrewshire make up this captivating and eclectic part of the country.

This is a region of striking contrast. Larger areas like Glasgow are within easy reach of picturesque towns, villages and some of Scotland’s most scenic beaches, captivating wildlife and tranquil countryside.



**Glasgow**



Multicultural, magnificent and brimming with personality, Scotland’s largest city is home to nearly 600,000 people. Discover rich history, stunning architecture and the best shopping in the UK outside London. Glasgow is one of the highest ranking cities in the UK for quality of life. (source: Mercer survey, 2012)

This aptly-named ‘Dear Green Place’ blends the best of urban-living with the splendour of lush gardens and parks. Impressively, the city boasts more green space per square mile than any other UK city. With some of the biggest and brightest businesses Scotland has to offer, in addition to enjoying the scenery, you can explore the many great career opportunities the city offers.

Offering the best of both worlds, Glasgow is close to breathtaking countryside offering up nearby hill walking, sailing, and cycling. Some of the world’s greatest golf courses are all within an hour’s drive of the city. And this bustling city’s arts and culture, nightlife and food are hard to surpass.

Home to over 133,000 students from around the world, this vibrant city has five world-renowned universities and seven colleges.

**Lots to see and do**

No matter what your age or interest, the West has something for you. Be dazzled by Charles Rennie Mackintosh’s iconic architecture in Glasgow or satisfy your appetite with mouth-watering produce at the farmers’ markets in Renfrewshire and Inverclyde.

You also have your choice of impressive year-round events and festivals, attractions or some of the best leisure facilities in the country. And as a UNESCO City of Music, Glasgow offers an impressive range of musical delights.

Experience the award-winning wonder of Kelvingrove Art Gallery and Museum and the awe-inspiring Glasgow Science Centre, or enjoy international musicians, sporting events and more at the city’s last addition, the 12,000 seat SSE Hydro Arena.

This year’s Mercer’s Quality of Living survey sees Glasgow beat the likes of Rome, Prague, and Dubai to be named as one of the best cities in the world to live.

The West loves its sports – evident in its numerous outstanding leisure centres and facilities. Glasgow is one of the world’s top 10 destinations for sports events and in 2014, Glasgow hosted the 20th Commonwealth Games. The newly built Commonwealth Arena and adjoining Sir Chris Hoy Velodrome in the East End of Glasgow hosted badminton and cycling events for the 2014 games.

In Ayrshire you can celebrate the national poet at the Burns and a' that Festival, admire the spectacular scenery at the Ayr Flower show or try your luck at the races at the Scottish Grand National.

**Housing**

Whether you are renting or buying, Glasgow offers a superb selection of housing. Here you’ll have your choice of apartments on the River Clyde, spacious Victorian flats in the West End and family homes in leafy suburbs conveniently located near to schools.

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**Getting around**

The region’s excellent transport links mean you’re connected to the rest of the UK - and the world.

The M8 motorway connects the West with the rest of Scotland, taking just under an hour to drive between the country’s major cities Glasgow and Edinburgh, a well-used commuter’s route.

The bus is an effortless way to get around because it’s inexpensive and widely available across the region – even in remote locations.   Glasgow has the UK’s largest suburban rail network outside London.

An abundance of stations and travel times makes exploring the region by train an easy option. The rail network links both rural areas and cities with the rest of Scotland and the wider UK.

From Ardrossan, Gourock and Wemyss Bay you can also travel by ferry to many of Scotland’s islands, or further afield from one of the cruise ships that dock at Greenock harbour.

Glasgow’s two international airports connect the region with the rest of the UK and beyond. There are approximately 200 flights per day from Glasgow international airport alone, ready to fly you to over 90 destinations like London, Dubai and New York.

The best of the city-living, magnificent countryside and an opportunity to work in some of Scotland’s most exciting industries means this region is a hugely popular place to live, play and work.

**To find more information about living and working in Scotland please visit:**

**https://www.visitscotland.com/**

**https://www.scotland.org/**

**https://www.talentscotland.com/**

**https://moverdb.com/moving-to-glasgow/**