

**WELCOME TO**

**NHS GREATER GLASGOW AND CLYDE**

**CANDIDATE INFORMATION PACK**

**Title: Consultant Sexual Offences Examiner**

**Location: West of Scotland Sexual Assault and Rape Service, Hosted in NHS Greater Glasgow & Clyde**

**Job Reference: 177488**

**Closing Date: 3rd March 2024**

**Interview Date: 22nd March 2024**



**Contents**

|  |  |
| --- | --- |
| **Section** |  |
| Section 1 | Summary Information relating to this post |
| Section 2 | Job DescriptionThe Department/Specialty – Facilities, Resources and Activity,  |
| Section 3 | Duties of the postJob Plan and Person Specification |
| Section 4 | General Information |
| Section 5 | Terms and Conditions |
| Section 6 | Making your Application |
| Section 7 | About NHS Greater Glasgow and Clyde |
| Section 8 | Living and Working in the Greater Glasgow and Clyde area |



**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**

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

*NHS Greater Glasgow and Clyde encourages applications from all sections of the community. We promote a culture of inclusion across the organisation and are proud of the diverse workforce we have. Applications from UK, EU and non-EU candidates will be welcomed.*

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

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

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

         *the points-based immigration system*

         *the EU settlement scheme*

         *a biometric residence permit*

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

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

***EU settlement scheme***

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

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

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

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

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

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

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

**Section 2:**

**Post: consultant Sexual Offences Examiner**

**base: nhs greater glasgow & clyde**

Applications are invited for 0.5 WTE Consultant Sexual Offences Examiners to provide Forensic Medical and Healthcare examinations in the WoS Sexual Assault Service, which is hosted in NHS Greater Glasgow & Clyde. The post is based in Archway Glasgow, William Street, and will include duties at other locations in the WoS board areas, namely Lanarkshire and Ayrshire & Arran.

The post has a focus on providing forensic, medical and aftercare services to people who have experienced rape or sexual assault and who either self-refer or are referred via the police or other agencies

The post holder will be expected to provide direct clinical care and leadership; to participate in local and national quality improvement activities; to support and take part in educational activities; to undertake administrative tasks, and to deliver other duties as required at the request of the Sexual Assault Service management team.

**JOB DESCRIPTION**

**Consultant Physician**

**0.5 WTE**

1. Job details

Job title: Consultant in Sexual Offences Examination

Employer: NHS Greater Glasgow & Clyde

Location: Based at Archway Glasgow G3 8UR

Professionally accountable to: Clinical Director, Sandyford

Managerially accountable to: Head of Adult Services (Sexual Health, Prison

& Police Custody Health Care)

2. Qualifications

Candidates must hold a CCT in a related speciality (Genitourinary Medicine, Sexual & Reproductive Health or Obstetrics & Gynaecology) or be within 6 months of obtaining a CCT at the interview date. Experience of working within integrated sexual health services is desirable.

3. Service profile

Scotland’s West of Scotland sexual assault referral centre is currently hosted by Sandyford services, covering the West of Scotland. The Sexual Assault Service supports Adults and adolescents of all genders who have been raped or sexually assaulted by providing forensic and medical services, counseling and follow-on support for people aged 13 years and over. It was the first service of this nature in Scotland and the service covers predominantly people raped or sexually assaulted in the West Coast of Scotland or who would wish to attend a service in the west.

The service is delivered regionally via a Hub and Spoke model. The hub and centre of excellence is hosted in NHS GGC with additional examination facilities in NHS Lanarkshire, NHS Ayrshire & Arran, and NHS Dumfries & Galloway (spokes). This provides an opportunity for choice to be provided for individuals who have experienced rape or sexual assault.

Staff provide forensic, medical and aftercare services to people who have experienced rape/sexual assault and who either self-refer or are referred via the police or other agencies. Duties include providing an immediate response to service users in offering and providing a forensic medical examination following a disclosure of recent sexual assault, providing written reports and advice to Police Officers (in those cases reported to police) and SARC staff as well as preparing witness statements for use in Court and attending Court to give objective unbiased evidence.

The service is a centre of excellence for care delivery, training and development and has a significant role in working with other partner agencies, ensuring delivery in accordance with the HIS standards – Healthcare and forensic medical services for people who have experienced rape or sexual assault: children, young people and adults (Dec 2017)

The service accepts police and self-referral cases (for over 16 year olds) with the attendance profile over recent years as noted:

|  |  |  |  |
| --- | --- | --- | --- |
| **April - March** | **Attendances** | **Police** | **Self** |
|  **18 - 19** | 335 | 306 | 29 |
|  **19 - 20** | 372 | 341 | 31 |
|  **20 - 21** | 254 | 229 | 25 |
|  **21 - 22** | 345 | 302 | 43 |
| **22 - 23**  | 392 | 342 | 50 |

The service operates within the context of the UN definition of male violence that has been adopted by the Glasgow Violence Against Women Partnership. It operates a co-ordinated multi agency response and approach, based on respect for dignity and integrity of the survivor as an individual that is responsive to the whole person and their specific needs throughout the process of disclosure reporting, investigation, prosecution and recovery following rape and sexual assault.

SARC staff recognise the social context within which rape and sexual assault occurs and the need for their practise to be informed by awareness and sensitivity of social and cultural factors, which shape the lives of those using the service. By its very nature, the Sexual Assault Service is a highly sensitive service that requires staff confidentiality at all times and awareness of health and wellbeing of self and other staff members.

There is national agreed documentation for sexual assault services in Scotland, which is progressing to a national IT system. The aim is for all routine consultations to be paperless. The service works synergistically with the sexual health IT system (NaSH). Sexually transmitted infection test results are imported and interpreted automatically and made available to patients via an automated telephone system.

Scotland’s West of Scotland sexual assault referral centre is currently hosted by Sandyford services, Sandyford is the comprehensive specialist service for sexual, reproductive and emotional health for NHS Greater Glasgow and Clyde.

d) NHS Greater Glasgow & Clyde

NHS Greater Glasgow & Clyde is the largest of the 14 territorial NHS Boards in Scotland. It has an annual budget of £3.1 billion and employs around 44,000 staff. The Board provides strategic leadership and performance management for the entire local NHS system in the Greater Glasgow and Clyde area and ensures that services are delivered effectively and efficiently, by working alongside partnership organisations including Local Authorities and the voluntary sector.

The Responsible Officer for this consultant post will be the Medical Director of NHS Greater Glasgow & Clyde (Dr Jennifer Armstrong).

Health Board website: www.nhsggc.org.uk/about-us/who-we-are-what-we-do/

4. General responsibilities of post

* Provide direct clinical care in the delivery of the regional model of service for all pathways of care for adults and adolescents across Boards contributing to WOSSARC (NHS Greater Glasgow and Clyde, NHS Ayrshire & Arran, NHS Lanarkshire NHS Dumfries & Galloway, plus the Argyll and Bute region of NHS Highland and adolescents from NHS Forth Valley)
* Promote equity of services for all who have experienced rape or sexual assault by working with colleagues across the country to ensure trauma informed principles are embedded in management and an evidence based approach to the clinical and forensic care of people who have experienced rape, sexual assault or child sexual abuse.
* Support governance processes across all regional boards ensuring safe delivery of quality services
* Provide senior medical support to the multi-professional team who work across all regional sites.
* Provide specialist support to colleagues within the West of Scotland regional service
* Provide clinical leadership in support of the Clinical Lead as part of the multi-professional team.
* Participate in local and national quality improvement activities.
* Provide and take part in educational activities.
* Assist in research as required.
* Undertake administrative tasks in order to ensure smooth liaison and partnership development with all relevant statutory and non-statutory agencies.
* Provide consultant support to the overall planning and management of the national and regional strategic objectives related to the work of the SARCS Network and all associated HIS standards and guidance that link and support evidenced based service delivery.
* Provide and support high quality care delivery to individuals who have experienced rape and sexual assault through effective continuous quality improvement and by ensuring relevant HIS standards and clinical guidelines are met
* Ensure contribution to standards and guideline reviews and contribute to consultation processes with appropriate implementation into service delivery.
* To ensure trauma informed principles are embedded in practise, collating evidence of this by obtaining user feedback and supporting change where required
* Provide clinical leadership and knowledge in communication with external partners including children’s services, external boards, NHS Education for Scotland, Police Scotland, Crown Office Procurator Fiscal Service (COPFS) and Scottish Police Authorities (SPA), laboratories and 3rd sector partners.
* Undertake any other task deemed suitable that may arise as a result at the request of the relevant management team.

5. Areas of special responsibility

To be agreed depending on the successful applicant’s interests and expertise and the needs of the service. The immediate service need is to provide senior consultant support to deliver high quality forensic and clinical medical services including supporting education and development of staff within the team.

6. Organisational structures

The WOSSARC is hosted by Sandyford Services, which is hosted within the North West Sector of the Glasgow City Health and Social Care Partnership (HSCP).

The successful applicant(s) will join a medical team which includes 0.5 wte Lead Consultant, 5.4 wte Speciality Doctors, 2 wte clinical fellows. The wider multidisciplinary team includes forensically trained nurses, Support Worker, Counsellors and administrative staff who will support the team.

7. Provisional Timetable

Final job plans and timetables will be agreed with the post holder(s) on appointment and will be reviewed annually to take account of the evolving needs of the services.

See below for the indicative job plan. Further details are available in the appendix.

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.

This post comprises:

4.0 PA Direct Clinical Care

1.0 Supporting Professional Activity (SPA)

*It is emphasised that this is an indicative timetable subject to mutual agreement after appointment. Additional non clinical time may be offered for specific purposes by mutual agreement (e.g. for educational supervision)*

All sessions are annualised over a 42 week rota where there will be 55 DCC sessions and 42 SPA across the year.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **Week 1**  | DCC: 0900 – 2100  | DCC: 0900 - 2100 | SPA0900 - 1300 |   |   |
| **Week 2** |  |  | DCC: 0900 -2100 | SPA 0900 - 1300 |   |
| **week 3** |  |  |  | DCC: 0900 – 2100  | SPA0900 - 1300 |
| **Week 4** | DCC: 0900 -2100 | Core 0900 - 1300 |  |  |  |

a) Direct Clinical Care (DCC): 4.0 PAs

* Clinical sessions will be delivered over a 12 hour shift pattern 0900 – 2100hrs Monday - Friday
* Timetabling is flexible, subject to mutual consent.

c) Supporting professional activities: 1.0 PA

* This will encompass audit, CPD, appraisal, revalidation, teaching and training of the multidisciplinary team and service development activities.
* Bi-monthly peer review meetings are highly valued as learning and training opportunities There is a requirement to attend 4 per annum
* There are monthly Sandyford consultant meetings.
* Appraisal occurs annually and links to but is separate from the annual Job Plan Review. Appraisal will be undertaken by trained appraisers in NHSGGC. The Board Medical Director is the Responsible Officer.

8. Continuing Professional Development

The post holder will be expected to use study leave to fulfil reasonable CPD requirements in line with personalised learning plan.

9. Teaching and Training

The post holder(s) will contribute to team training and development; partner organisation training and support national board training.

10. Research

This post does not contain a specific research component; those particularly interested in research should discuss that interest before application.

11. Line Management

The candidate will be employed by NHS Greater Glasgow & Clyde and be line managed by and professionally accountable to the Clinical Director, Sandyford. Managerial accountability will be through the Head of Adult Services (Sexual Health, Prison & Police Custody Health Care).

12. Conditions of Appointment

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

13. Location of Post

The WOS Sexual Assault Service is delivered from Sexual Assault Regional Centres (SARC) with the main base in Glasgow, hosted at William Street and dedicated facilities in Lanarkshire (University Hospital Wishaw) and Ayrshire and Arran (Biggart Hospital, Prestwick). The service was developed to improve access and service delivery to those who have experienced rape and sexual assault. There will be a requirement for travel to other sites.

Office accommodation is available at each location, shared with other members of the multi professional team and arrangements can be made for working from home for certain sessions. When cited to give evidence virtually in High Court Trials, space has been identified to allow for this.

You will be joining a team who value the wellbeing of staff. Given the inherent risk of vicarious trauma, support and supervision is available to SARC staff

14. Arrangements for Visiting Services

For informal discussion, please contact any or all of:

* Dr Becky Metcalfe (Clinical Director, consultant in GU and HIV Medicine)

Tel: 0141 211 8605 becky.metcalfe@ggc.scot.nhs.uk)

* Dr Deb Wardle (WOSSARC Clinical lead , Consultant in GU and Sexual Health , Associate Post Graduate Dean NES)

Tel 0141 211 8175 Deborah.Wardle@ggc.scot.nhs.uk

* Mrs Debbie Ambridge (Service Manager)

Tel 0141 211 8175 Debbie.Ambridge@ggc.scot.nhs.uk

**NHS Greater Glasgow and Clyde**

**Person Specification**

|  |
| --- |
| JOB TITLE: Consultant DEPARTMENT/SECTION: Archway Glasgow  |
| **FACTOR** | **ESSENTIAL** | **DESIRABLE** |
| **EXPERIENCE** | Full GMC and a Licence to PractiseClinical Experience in a related speciality with transferable skillsTeaching experience. Participation in quality management and audit with implementation of findings | Previous experience in Sexual Offences workWork in an integrated sexual health setting.Experience of partnership working with other statutory and voluntary bodies.Formal training in teaching techniques.Leadership of improved service delivery.Experience of service change management  |
| **QUALIFICATIONS** | CCT or equivalent in a related speciality | Membership of FFLM or LicentiateDFSRH or DipGUMHigher academic degree or qualification |
| **PUBLICATIONS** |  | Publications in peer-reviewed journals. |
| **RESEARCH** |  | Experience of collaborative research.Ability to supervise research of trainees.Holder of external research grants. |
| **KNOWLEDGE****AND SKILLS** | Knowledge and experience in sexual health managementExcellent written and verbal communication skillsKnowledge of HIS Standards -Healthcare and forensic medical services for people who have experienced rape or sexual assault: children, young people and adults (Dec 2017)Proficient use of information technology, including telemedicine.Demonstrable understanding of child protection and adult support and protection issues  | Knowledge and / or experience of being a witness in Scottish courts and the Scottish legal system.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 and collaborative workingAbility 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 with realistic flexibilityAbility to work well as a member of a multi-professional team.Be able to maintain confidentiality.Demonstrable commitment to patient-centred careSelf-awareness and resilience  | Evidence of professional leadership.  |
| **OTHER** | Pre-employment health and employment screeningFluency in English languageAble to travel independently to different locations | Member of a medical defence organisation |

**Section 3:**

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

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

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

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

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

Additional information for dental appointments

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

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

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

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

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

*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.  A Health and Care Worker visa allows health and care professionals to come to or stay in the UK to do an eligible job with the NHS, an NHS supplier or in adult social care.*

***EU settlement scheme***

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

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

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

**Data Protection Legislation**

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

**Section 4:**

**Consultant Appointment**

**Terms and Conditions**

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

|  |  |
| --- | --- |
| **TYPE OF CONTRACT** | **Permanent** |
| **GRADE AND SALARY** | **Consultant** 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 - 20 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. |



**Contd../**

|  |  |
| --- | --- |
| **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.

****

**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/**